

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, North Campus, 1125 West Romeo Road was called to order by Robert Wunderlich, Chairman of the Board at 6:02 p.m. on **Tuesday, November 10, 2009.**

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

Trustee
Absent: Jeffrey May

Student Trustee
Present: Darren Newenhouse

Trustee Klen joined the meeting at 6:40 p.m.

Trustee M. O'Connell joined the meeting via telephone conferencing at 7:07 p.m. and exited the meeting at 7:18 p.m.

Chairman Wunderlich appointed Trustee Andy Mihelich as Secretary Pro-Tem in the absence of Trustee May.

Chairman Wunderlich indicated that Trustee Mike O'Connell would be joining the meeting electronically later in the meeting as he was out of town on business and proper notice was received.

1.1 The Pledge of Allegiance was led by Student Trustee Newenhouse.

Welcome Chairman Wunderlich welcomed the guests to the Joliet Junior College regular monthly Board meeting and thanked the administration and staff of North Campus for hosting the Board meeting this evening.

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 requested that Pfc. Michael Pearson of Bolingbrook and all those that perished in the Fort Hood shooting be included in the moment of silence.

- 1.3.1 Newly Tenured Faculty Dr. Proulx indicated that five of our faculty received tenure and as is customary we invite those faculty members to the next meeting to be recognized by the Board of Trustees. Three of the faculty members are present this evening. Dr. Uzureau indicated that because she is new she had asked Dr. Margaret Semmer to put together some remarks on each of the tenured faculty members in her area. Dr. Uzureau relayed these comments to the Board for faculty members Laura Kaiser, Technical and Nataliya Marchenko, Business. Dean Bette Conkin introduced and offered comments on Meaghan Callan, Fine Arts. Ms. Kaieser thanked the Board for the opportunity to join JJC and indicated that her professional career has been in the building industry. She enjoys bringing that experience to the classroom and feels the students also benefit from this past experience. Ms. Marchenko thanked the Board for this appointment and considers this one of her biggest professional accomplishments so far on American soil. Ms. Callan thanked the Board for the tenure and indicated that she really enjoys teaching art because many students are afraid of art and she tries to show them that there is no reason to have that fear. Ms. Callan commented that she looks forward to being at JJC for a very long time. Chairman Wunderlich offered congratulations to all of the tenured faculty on behalf of the Board of Trustees.
- 1.3.2 Citizen's Award Chief Pete Comanda asked that Joe Offerman and Amy Sims come forward to receive the first citizens award issued by JJC Police Department. On September 23rd, while walking to his vehicle, Joe Offermann observed student Norma Jean Tauchen in the north parking lot, seated on her handicapped scooter behind her vehicle. Joe noted that she seemed to be having some difficulty so he assisted her in getting the scooter mounted on her van rack and then stayed with her until she got into the van. Noting that she may have been having some type of medical problem, Joe returned to check on her a few moments later and found that she was now experiencing a medical emergency. Joe stopped Amy Sims and asked her to remain with Ms. Tauchen while he went to call for help. Amy assisted by standing by and providing comfort to Ms. Tauchen, until assistance arrived. Even though Ms. Tauchen succumbed to a heart attack, Joe and Amy are to be commended for their willingness to get involved in helping and providing comfort to Ms. Tauchen in her final moments. Joe & Amy's actions exemplify what community is all about and they are to be commended. Chief Comanda thanked Joe Offerman and Amy Sims for caring enough to become involved and presented each of them with an award.
- Student Request to Address the Board Ms. Kerry Lane is the faculty advisor for student government and indicated that there are a number of students present regarding the location of commencement for May of 2010. Ms. Victoria Lyons thanked the Board for the opportunity to present the students' viewpoint on the location of the commencement ceremony. Ms. Lyons commented that there are 15,288 students this fall and that is 15,288 voices that should be heard. The trend is for increased enrollments to continue in the foreseeable future. There is no longer a nuclear family and every graduate should have their close friends with them to watch them cross the stage at graduation. They have worked hard and deserve that privilege and support

system. SGA strongly supports holding the graduation ceremony at Lewis University, only until Joliet Junior College can comfortably support all of our graduates and their guests. We understand that Lewis University will not be able to offer unlimited tickets to graduates forever, but they will be able to offer more tickets than are currently available and for longer. Lewis is not a permanent solution, but for this student body it is their solution. We view it as a positive location because it is another educational institution. We do not view it as a recruitment opportunity for Lewis, but as a chance to inspire continuing education after commencement. Members of student government went out and polled 150 students and of those 150 students, 123 of them supported the move to Lewis University. We spoke to the students in small groups of five to ten and listened to their concerns for graduation. They would like to have more family members at graduation because this is a big step in their lives. If over two-thirds of the student voices are asking for a move to Lewis University, what kind of message are you sending if you do not listen to them.

1.4.2
Faculty
Union
Report

Mr. Bob Marcink, President of the Faculty Union, indicated that he would like to congratulate the newly tenured faculty and welcomed them to the tenure ranks. The tenure process is a time consuming and work intensive process and each faculty member has completed this process. The faculty has already presented their position on holding commencement ceremonies off campus at the last Board meeting. The faculty would like to offer their thanks to all of the Veterans in our country and their family members, as well as all of our men and women that are serving us today. Our prayers and thoughts are with them.

1.4.2
Alumni
Report

Ms. Carletta Seay gave the Alumni Report this evening as follows:
The second Emerging Leaders workshop for students will be held on November 19 at 12:30 p.m. in T-1001. Maryanna Conti will present, "The Jerk at Work, Everybody Has One". Students are nominated by faculty to take part in this workshop. The Emerging Leaders workshops are a collaborative effort with Student Activities, Career Services and Alumni Relations. Our goal is to develop leadership, affinity and life-long loyalty to JJC.

Students and Alumni United will hold a bake sale on November 18 and are raffling off a 22" television (winner to be drawn on December 4) to raise money for the Guardian Angel Home in Joliet.

The combined Alumni/Foundation year-end giving appeal will be sent the week of Thanksgiving to 27,000 alumni and friends of the college.

The JJC Employee Alumni Reception has been scheduled for December 3 from 2-4 p.m. in the President's Board Room. This is our third Alumni reception for JJC employees. Alumni board members are welcome to attend and greet guests. Please let Dee know if you would like to attend.

Alumni Relations and External Relations are working collaboratively on a story about JJC Alumna, Joyce Slocum ('77) who is general counsel and senior vice

president of legal affairs for National Public Radio. We hope to interview Joyce in the beginning of 2010.

The first meeting of the Northern Illinois Community College Alumni Programming Cohort will be held at JJC on the afternoon of November 20. Representatives from Black Hawk, COD, Harper, Illinois Valley, Prairie State, Moraine Valley, Triton and Waubensee will participate. This alumni professionals cohort group plans to meet quarterly to share best practices and create a support system for the growing alumni programs at community colleges.

The office of Alumni Relations is working on an e-newsletter to be sent via Constant Contact to alumni and friends of the college in the interim of the Connections magazine. We hope to launch this publication in January of 2010.

Kelly is attending the national CRD Conference in Washington Nov. 11 – 13

1.5.1 **Trustee DeLaney moved**, seconded by Trustee O’Connell that the minutes of the regular Board of Trustees meeting held on October 13, 2009 be approved. Minutes Regular The motion **carried** unanimously. Ayes: DeLaney, Mihelich, Dan O’Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

1.6 Ms. Tierney stated that she had not received any additional communications. Communications

1.7 **Trustee DeLaney moved**, seconded by Trustee Dan O’Connell that the Agenda be approved as presented. The motion **carried** unanimously. Ayes: DeLaney Agenda Mihelich, Dan O’Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

1.8 **Trustee DeLaney moved**, seconded by Student Trustee Newenhouse that the following items be placed as consent agenda items: 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.3.1, 2.7.1, 2.7.2, 2.9.1, 2.9.2, 4.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5, 4.3, 4.4, 4.5, 6.1, 6.2, 7.1, 7.2, 7.3, 7.4, and 7.5. Trustee Mihelich requested that agenda items 2.3.1, 2.7.1, 2.7.2, 2.9.1, 4.2.1 be pulled from the consent agenda. Trustee DeLaney requested that agenda item 7.5 be pulled from the consent agenda. Chairman Wunderlich requested that 4.2.5 be pulled from the consent agenda. The motion **carried** unanimously. Ayes: DeLaney, Mihelich, Dan O’Connell, and Wunderlich. Student Trustee Newenhouse favored the motion. Consent

Trustee DeLaney moved seconded by Trustee O’Connell that the following Consent agenda items are approved as follows:

- 2.2.1 President recommends tenure extension for one faculty member
- 2.2.2 President recommends reappointment of temporary, spring semester, assistant professor, nursing and allied health
- 2.2.3 President recommends reappointment of temporary, spring semester, assistant professor social and behavioral sciences

- 2.2.4 President recommends approval of sick leave extension for assistant professor, nursing and allied health
- 2.9.2 President recommends approval of the faculty salary schedule columnar
- 4.1 The President recommends approval to pay the listing of Bills for the period ending October 31, 2009 as presented
 - The President recommends approval to award bids as follows:
 - 4.2.2 Printing of College Community Catalog – Spring 2010
 - 4.2.3 Semi Smart Projector Replacement & Installation
 - 4.2.4 Bid Release 9 Campus Center Building Work
- 4.3 Treasurer's Report
- 4.4 Financial Report
- 4.5 Board of Trustees approval to adopt the resolution regarding estimated amounts necessary to be levied for the year 2009
- 6.1 Board of Trustees approval of contract for Certified Project Management Professional (PMP) and Datatel expert consultant
- 6.2 Board of Trustees approval of contract to Datatel for Colleague Improvement Program
- 7.1 Second reading and approval of Board Policy on retaliation
- 7.2 Second reading and approval of Board Policy on background checks
- 7.3 Second reading and approval of Board Policy on whistle-blower protection
- 7.4 Remove from table: approval of change in venue for Spring 2010 commencement

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

2.3.1
New
Position

Trustee DeLaney moved, seconded by Trustee Dan O'Connell that the Board of Trustees of Joliet Junior College approve the establishment of a new position entitled purchasing manager, business & auxiliary services. Trustee Mihelich requested that this item be tabled. Trustee Mihelich stated that on numerous occasions he has asked administration that if items of a new nature were to be brought to the Board for approval, that they first be discussed at a board workshop. This was not the case for this agenda item. Trustee Mihelich commented that he is disappointed with the administration for bringing forward a recommendation at a board meeting that did not have discussion at a board workshop. President Proulx indicated that she had spoken with Chairman Wunderlich on this agenda item and she indicated that this is a classified position that doesn't have to be brought before the board and would not go to a workshop for discussion. In the interest of transparency President Proulx wanted this item put on the agenda because this is another example of the work load that is falling to our staff relative to the implementation of the master plan. We have never taken classified positions to the Board. We did this to keep the Board up to date on those positions that we feel we need to create to support the implementation of the master plan. Trustee Mihelich indicated that it is his understanding that any new position requires Board approval. President Proulx indicated that this is considered a promotion or reclassification of a position. In the memo to the

Board it was stated that we have a person in this position and will be increasing her responsibilities and by changing the title it will allow her to supervise other individuals in the area. This is a current position that we would like to reclassify. Trustee DeLaney indicated that she had the same concern that Trustee Mihelich, but in talking with Dr. Proulx she indicated it was not a new position, it was a current position being reclassified. Trustee DeLaney stated that she also asked who was responsible for doing all of the purchasing at this point and was told it was Judy Mitchell. Trustee Mihelich stated that his understanding is that if there is a position available, administration has the authority to promote an individual into this position. However, in this case there is no position and he believes that it does require Board action and that the Board should not be voting with that understanding. Trustee DeLaney asked if this would be a position that someone would actually have to apply for. President Proulx commented that it was a promotion. Chairman Wunderlich asked President Proulx if the motion to table is successful until the next workshop, will it create a problem for administration. President Proulx stated that Ms. Mitchell will continue to do what she is doing. Attorney Ruttle indicated that there is a motion on the floor to approve the agenda item as presented on the agenda. If a Trustee wants to table an item it must be done before a motion to approve has been made. The motion failed. This item should be presented at the next workshop for the Board of Trustees. Nays: DeLaney, Mihelich, Dan O'Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

2.7.1 **Trustee DeLaney moved** seconded by Trustee Dan O'Connell that the Board of Trustees of Joliet Junior College approve the non-reappointment of professional staff that are funded by federal, state and local grant programs. Trustee Mihelich asked what the plan of administration is for the small business development center. President Proulx indicated that her understanding is that once we get confirmation of what the reduction of the grant will be, we will then advertise for a position in that area. The motion **carried** unanimously. Ayes: DeLaney, Mihelich, Dan O'Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

2.7.2 **Trustee DeLaney moved**, seconded by Trustee Dan O'Connell that the Board of Trustees of Joliet Junior College approve the reappointment of grant-funded staff for the remainder of FY10, contingent upon funding. Trustee Mihelich indicated that he noted that the recommendation of grant staff for reappointment includes Daniel Kreidler. Trustee Mihelich indicated that Dan Kreidler is currently the Dean of Community and Economic Development and believes that we are approving a continuation of an employee for two positions and this should not be done. Trustee Mihelich indicated that he would assume that Dean Kreidler is being paid an extra pay contract because he is listed in the report. Approving this

in the way that it is worded means we are approving a person to fill two positions which is against college policy. President Proulx indicated that he is not being paid any extra money, but we wanted to include this as a vacant position in the reappointments of grant-funded staff. Trustee Mihelich indicated that he felt President Proulx was handling this incorrectly and Mr. Kreidler should not be included, and asked Attorney Ruttle if his interpretation is correct. Attorney Ruttle stated that he would have to look at the policy, but the motion could be amended to remove Mr. Kreidler from the list. **Trustee DeLaney moved,** seconded by Trustee Dan O’Connell that the Board of Trustees of Joliet Junior College approve the reappointment of grant-funded staff for the remainder of FY10, contingent upon funding and the removal of Daniel Kreidler from the list of staff. The motion **carried** unanimously. Ayes: DeLaney, Mihelich, Dan O’Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

2.9.1 **Trustee DeLaney moved,** seconded by Trustee Dan O’Connell that the Board of
Classified Trustees of the Joliet Junior College approve the classified staff report as
Report presented. Trustee Mihelich indicated that in the board packet it states that this is
the last day of employment for three classified staff and there are only two staff
listed. Ms. Coleman indicated this was a mistake and it should have been two staff
listed rather than three staff listed. The motion **carried** unanimously. Ayes:
DeLaney, Klen, Mihelich, Dan O’Connell, and Wunderlich. Student Trustee
Newenhouse favored the motion.

4.2.1 **Trustee Mihelich moved,** seconded by Trustee Dan O’Connell that the Board of
Natural Trustees table the bid for the Natural Areas Restoration until the next meeting.
Areas The motion **carried**. Ayes: Mihelich, Dan O’Connell, DeLaney, and Klen.
Restoration Nays: Wunderlich. Student Trustee Newenhouse did not favor the meeting.

4.2.5 **Trustee DeLaney moved,** seconded by Trustee Dan O’Connell that the Board of
Bid Joliet Junior College approve the bid release 8 selective site demolition, staging,
Release structural excavation and backfill campus center work. Mr. Mike Brown, of
Gilbane indicated that this is a difficult situation in regards to the possibility of
pulling the bid bond from the contractor that had originally bid on this project and
later indicated that they would be unable to honor the original bid dollar amount.
The purpose of a bid bond is to assure that the contractor provides a responsible
bid submission. Gilbane is making the recommendation to permit this contractor
to withdraw the original bid. The reason for the recommendation is that it is
believed that this was an honest mistake and not done in a frivolous manner. If
this were to go to court the feeling is that the finding could go in favor of the
contractor because it was an honest mistake. We could also be sending a message
to the public to be cautious when bidding for work at Joliet Junior College. As
you all know we work very hard to get as many bidders as possible that are in our

district and do not want to get the wrong message on the streets. Chairman Wunderlich stated that he was advised that a representative from JL Burke was at the pre-bid and post-bid meeting and was asked several times if he was sure that he could do the job for the dollar amount that he had submitted. Chairman Wunderlich indicated that he was told that he signed the document that stated that they could do the job with the specifications for the dollar amount submitted in the contract. Chairman Wunderlich indicated that the staff went out of their way to make sure that he was sure the job could be done with the dollar amounts submitted. Mr. Brown stated that the Chairman was absolutely correct in that statement. The college's staff and the staff of Gilbane asked the same question several times. Mr. Brown stated that he feels the contractor had not actually gone back to review the bid because this is a demolition contract and has general building demolition, so he probably made some assumptions when bidding. Chairman Wunderlich stated that the bid specifications were clear and there were no typographical errors, and the staff went out of their way to ask this contractor many times if he was sure he could complete this bid with the dollar amount submitted. Chairman Wunderlich commented that as a steward for the JJC district we are responsible financially to the district and to those individuals that supported the referendum to ensure that these types of problems be dealt with properly. This bid pull is costing the college a huge dollar amount and understands that it is difficult being in business. Chairman Wunderlich reminded Mr. Brown that his company works for Joliet Junior College. Mr. Brown stated that he agrees with Chairman Wunderlich, but made this recommendation on what he believes to be in the best interest of the college. His understanding is that if he can demonstrate that he made a bonafide error in the bid, we may not be entitled to the bid bond. If he recommends that we pull the bid bond and JJC goes to legal assistance to do this and find out that ultimately the court says that if the contractor made a bonafide mistake, the college is not entitled to the bid bond then the college is out the dollars used to legally pursue the bid bond amount. Attorney Ruttle indicated that there is more to this than just making a mistake. The mistake covers the material feature of the work and making a material mistake would make it unconsciousable to forfeit the bond. The test is usually if there is less than ten percent there is an assumption that it is not unconsciousable. If it is more than ten percent it is presumed to be unconsciousable. There is more to this than that factor, such as did the contractor exercise reasonable care. If someone acts precipitously and makes an error the courts will tend to side with the individual. In this situation there was a post bid conference where the contractor was asked repeatedly if they could do the job for the dollar amount submitted and the college was assured by the contractor that he could do the job. The court will also look at how the bid was put together. What process did the

contractor use to put the bid together, but if they did not use their normal process or if they don't have a process, the court will also take a closer look at the system. Attorney Ruttle indicated that there is case law on the ten percent case and whether it is unconscionable for the college to forfeit the bid bond. We need to remember that this contractor person sat in all the way through the process. We don't want someone coming in after the bid is awarded because the information becomes public knowledge. This opens the door for other companies to negotiate up the dollar amount for the work. Attorney Ruttle stated that this case has a different twist to it because the contractor was present throughout the entire bidding process. Attorney Ruttle also pointed out that the contractor cannot argue that the college will suffer much financial hardship because the next bidder is just slightly higher than what their bid was submitted for in dollar amount. Trustee DeLaney asked what the next step would be in this situation and if we would have to rebid this work. Mr. Brown stated that we have another contractor that can do this work and they did bid the project higher, but the overall project will be within budget. Mr. Brown indicated that his recommendation will align with whatever the attorney recommends and wants to also be responsible to the taxpayers of the JJC district. Trustee Mihelich asked if the intent was to add a motion to approve the revocation of a bid bond from JL Burke. Chairman Wunderlich stated that this motion was to approve the awarding of the bid to U S Dismantlement and we would add the bid bond revocation to the agenda for the next board meeting for approval. The motion **carried** unanimously. Ayes: DeLaney, Klen, Mihelich, Dan O'Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

Trustee Mike O'Connell joined the meeting via telephone conference at 7:07 p.m.

7.5
Commence-
ment Venue
Change

Student Trustee Newenhouse moved, seconded by Trustee Dan O'Connell that the Board of Trustees of Joliet Junior College approve the change of the venue for the spring 2010 commencement ceremony. Chairman Wunderlich indicated that this change would be to hold the 2010 spring commencement ceremony at Lewis University. Trustee DeLaney thanked all of the students from student government that came to address the Board with their concerns about commencement. Trustee DeLaney indicated that she is a graduate of JJC and was unable to attend her own commencement ceremony, but attends the ceremonies currently as a Board member. Trustee DeLaney indicated that she does understand the students wanting to go to Lewis University because of the additional tickets and for the additional space. Trustee DeLaney indicated that she is not totally opposed to holding the ceremony off campus, but would first like to try two different ceremonies on campus in the spring to see how that works out. We are in the midst of our master plan and this is a community college and taxpayers helped pass the referendum for this master plan. This is a good opportunity for them to come to our campus and see what JJC is all about. Trustee DeLaney indicated that she understands it is the students evening and their time, but is also looking at it as an opportunity for the JJC community to

come to campus. Student Trustee Newenhouse indicated that he feels we are stretching many things to stay at JJC when it really isn't what students want. The students want to go to Lewis University. It appears as if we will be doing a lot with the natural areas around campus in the spring and the campus may not look as nice as it currently does. Student Trustee Newenhouse pointed out that he has given the Board a memo from the student government concerning holding the commencement ceremony at Lewis University and each member has signed this memo in support of the move to Lewis University for commencement. After talking to many students they feel Lewis is the best place for graduation. The students' position is very clear on this matter. It was brought up at the last Board meeting that there wouldn't be a lot more tickets if we get rid of the December graduation, but if that is a concern we could consider still holding the December graduation. It makes good sense to move the spring ceremony to Lewis to permit students to have additional family members and close friends at the graduation ceremony. The most important thing is that graduation is for the students and their families and Student Trustee Newenhouse feels that this needs to be the number one concern when the Board votes. Trustee Klen indicated that if the ceremony is held at Lewis the number for tickets will be five or six and gets the impression that students feel they will be permitted an unlimited number of tickets. Student Trustee Newenhouse asked Trustee Klen if she received the information distributed. Trustee Klen indicated that she has done the math many different ways and the number of tickets will be five to six per student for the ceremony. Trustee DeLaney indicated that we should also look at the cost as well as it could be additional dollars. Trustee DeLaney indicated that we need to be fiscally responsible, but understands that the students work hard for their degree. Dr. Oudenhoven indicated that if we have one ceremony at Lewis University it would be \$35,000 (estimated) versus three ceremonies at the main campus at \$45,000 (estimated); the costs will be less as the potential costs were added into the numbers presented. Student Trustee Newenhouse pointed out that if we keep the December ceremony on campus, it would only be an additional \$4,000 and feels that we should go with what the students want and what student government openly supports. Trustee Klen pointed out that if the students were told that the number of tickets were unlimited, but it would be only one additional ticket, that may change their minds on moving the ceremony. Student Trustee Newenhouse indicated that he would support it, even if it were just one additional ticket because that would mean one extra family member could attend the ceremony. Dr. Oudenhoven stated that the issue of the number of tickets was studied closely and it was felt that the number of tickets to each graduate would be seven for this May's ceremony if tickets had to be issued. We talked about not issuing tickets because we felt that not all students would use seven tickets and that it would balance itself out. We were not trying to deceive anyone by stating unlimited tickets would be available and understand with our growth there would most likely be a limit on the number of tickets available to the graduates in the future. Trustee Mihelich indicated that he does not believe that the number of tickets being five is correct, but does not want to debate the number. Trustee Mihelich believes that the graduation ceremony is an event for the students and not for the Board, administration or the faculty. Students, faculty, and administration favor the move to Lewis University for the spring

graduation ceremony. Trustee Mike O’Connell indicated that he truly believes that at some point we need to have one ceremony on campus. We have the recommendation from the students and a committee that has worked hard on this change and Trustee Mike O’Connell would like to thank both groups for all of their time and effort on this matter. Common sense indicates we should try this recommendation for one year and then revisit this subject, maybe with the idea of moving the ceremony back closer to campus maybe Joliet West or the Stadium. Obviously, the long term solution is to move the ceremony back on campus, but until that time comes we should listen to the students’ and the committee’s recommendation to move commencement to Lewis University. Trustee Klen stated that she supports Trustee DeLaney’s idea to have two separate ceremonies on our campus. As a recent graduate it was important to her to have the ceremony on campus. Trustee Klen would like to try the split ceremonies first and then revisit the change following the split ceremonies. Student Trustee Newenhouse stated that when students were interviewed many students indicated that they would like to be able to graduate at the JJC campus, but in terms of weighing things out, they would rather have additional family members attend the ceremony to celebrate with them. It is not the ideal solution, but it is the better solution for students. Chairman Wunderlich indicated that the motion on the floor is to change the spring 2010 commencement ceremony location to Lewis University. The motion **carried**. Ayes: Dan O’Connell, Mike O’Connell, Mihelich and Wunderlich. Nays: DeLaney and Klen. Student Trustee Newenhouse favored the motion.

Trustee Mike O’Connell exited the meeting at this point (7:19 p.m.).

- 8.1, 8.2 & 8.3 These are first readings on board policies for Identity Theft Risk Reduction, Responsible Use of Information Technology, and International Student Residency. Trustee Mihelich commented that at one of our past board workshops the issue of increasing our international students was presented. Trustee Mihelich indicated that he has been giving this issue some additional thought and would like to see this objective included in this policy. Trustee Mihelich requested that additional discussion be held at the next board workshop regarding this objective.
- 8.4 The draft board calendar for the 2010 year was included in the packet and will be Board voted on at the December board meeting. Calendar
- 9.1 Trustee Klen indicated that there was no report this evening. Foundation Report
- 9.1.2 There is a student housing update in the board book. President Proulx indicated Student that Ms. DyAnn Pfrommer is the new manager at Centennial Commons and just Housing started on the job. She comes to us from Benedictine University in Lisle. Ms. Report Pfrommer indicated that she is thrilled to be at Centennial Commons and looks forward to doing great things at Centennial Commons. She thanked the Board for

the warm welcome.

9.2
ICCTA
Report

Trustee May was not present this evening, but had updated the Board at their retreat this past weekend.

9.3
Student
Trustee
Report

Student Trustee Newenhouse gave the following report:

Thank you to the student government members that came to the meeting this evening in support of the changing of the location for commencement. The Old Time Social Fundraiser was a success! There have been a lot of very positive comments about the evening and we raised about \$700 for the Senior Services Center of Will County. I would like to thank Todd Byrd in Human Resources for the extra fundraising efforts that he made. I also want to thank the Office of Student Activities and the Holistic Outreach and Wellness Club for making the event possible this fall. If anyone would still like to donate for the Senior Services Center, I will still be collecting donations for the rest of this week. Our next event is on the calendar for April 16th 2009, from 4-6pm in the cafeteria.

I would like to officially thank and acknowledge the Office of Student Activities and the Holistic Wellness Program for the work they do for JJC and JJC students. I would like to extend that thank you and acknowledgement to all of JJC for supporting those programs.

I would like to thank and acknowledge Student Government and other JJC Clubs for what they do for JJC and JJC students.

I will be up in Chicago this weekend to attend the Illinois Community College Board Student Advisory Committee (ICCB-SAC).

9.4
Buildings &
Grounds
Committee

Trustee Dan O'Connell indicated that Mike Brown will be updating the Board on the progress of the Master Plan at the present time. Mr. Brown of Gilbane, indicated that he will be highlighting budget, schedule and individual projects. We are still on budget and up to almost \$15 million of work committed to through the bidding process. We are almost at ten percent of the total amount of the budget for work for Phase 1 and Phase II of the master plan. It was noted that 45 percent of the work has been awarded to district 525 contractors and sub-contractors thus far. Trustee Mihelich referred to the slide on the natural areas project site work and asked what the original dollar amount was in the \$70 million for the master plan before we changed the dollar amount for site work for natural areas. Mr. Agazzi indicated that he does not have that information in front of him, but believes the original dollar amount was \$2 million for the natural areas. President Proulx indicated that the first presentation for Phase I reflected \$2 million for the natural areas. The greenhouse: still on budget and the revised date for completion is November because of schedule complications and late delivery

of the block to keep us in the “green” concept, but we are looking for occupancy in late November or early December. Classroom remodeling: on budget; in the closeout phase and have begun planning for next summer’s remodeling schedule. Mr. Larry Bacher indicated that the classrooms to be remodeled next summer have been identified and Legat architects are working to make sure all of the needs will be met for this space. Early Childhood Center: on budget. Completed and in the close out phase and have received approval from DCFS. Parking lots: on budget; 2009 work completed—closeout in progress and planning for the next phase. Campus Center: under budget, bid release 10 currently out to bid; and enabling work in progress; and the tunnel and steam work is complete in the area between buildings A and C. Mr. Bacher indicated that programming meetings continue for Buildings C and J; Nursing/Allied Health; Science Expansion; and Automotive. Legat architects have been working with Faculty to help ensure needs will be met. Trustee Mihelich asked how dependent and cost associated is the removal of Culinary Arts from the J building to other department requests for J building space. For example if someone is making a request for space in the J building would the area making the request be able to wait until Culinary Arts was moved to another area. Mr. Brown indicated that the programming study is still in process and feels there would be some flexibility with time, but three years may be a stretch. Nothing can be done with the J building until those that currently occupy the building move into the campus center building, which is just beginning now. President Proulx indicated that she has been sitting in on the programming meetings for J building and we are in the initial process of planning and there are many different ideas being floated, but Culinary Arts will have to vacate its space to free up the area for different needs. Facility Services building: on budget and bids going out in early December. Meetings are ongoing with the Capital Development Board (CDB) and are hoping to have an intergovernmental agreement soon. President Proulx indicated that the automotive area has been working on external partnerships for funding. President Proulx stated that this will be an expectation for our nursing/allied health area as well. Kudos to the automotive area. Mr. Agazzi indicated that we have just received information that we have been awarded a grant for \$90,000 for geothermal work and Jenny Giangreggo and Legat architects should be congratulated on their good work in obtaining this grant. We have additional grant applications that we are waiting to hear back on the results. Trustee Dan O’Connell indicated that the smoking committee will be conducting a survey on campus and hope to have the results by November 17, 2009. President Proulx indicated that at the next Buildings and Grounds Committee meeting there will be a site visit for the new walkway and also to the greenhouse and all Trustees are invited to attend. The December Buildings & Grounds committee meeting will be at 11:30 a.m. at the City Center Campus on December 8, 2009. President Proulx thanked all of the Trustees for the extra time they were putting in on the master plan projects. At the Buildings & Grounds Committee meeting, we had a 20 minute presentation on the work that will be done in the natural areas project and wondered if the entire Board would want to see the presentation. Trustee Dan O’Connell suggested the presentation be made at the December Board meeting as the workshops are very long.

9.5
JAHM
Report

Trustee Mihelich indicated that at the last JAHM board meeting there was discussion on the gala, which was very successful. They also discussed upcoming events such as prohibition and a beer tasting event. Trustee Mihelich indicated that the Museum is trying to promote its activities which have secondary benefits to the college and asked if the Museum had a link on the JJC website and if there is not a link could one be set up. President Proulx indicated that she is not aware of a link for the Museum on the JJC website, but would ask Julie Falconer, who is sitting in for Mr. Cable who is not with us due to a death in the family, to look into the request from Trustee Mihelich. Trustee Mihelich stated that in turn he would ask the Museum to place the JJC link on their website.

9.6
President's
Report

President Proulx highlighted areas of the President's Report and thanked Amy Luck and her staff for hosting the Board meeting this evening and asked Ms. Luck to give the Board a brief report on North Campus. Ms. Luck indicated the following:

Enrollment

- At 10th day of fall 2009 semester – 3,926 credit students registered – equates to 13,000 credit hours
- Approximately 60% of these students are in pre-nursing or transfer programs (AA, AS, undecided)
- Approximately 40% of these students are in various AAS programs taking one or two classes to round out their schedules or are in the GED and ESL programs
- In addition to credit programming, CED offers a variety of life long learning programs in computers, personal enrichment and youth college as well as traffic school. Non-credit programs have served over 400 people in the fall semester

Services

- Counseling
 - North Campus has one full time and one part time counselor who have counseled over 1,300 students since the beginning of this calendar year
 - In addition, these counselors are scheduled to run 13 new student group registration sessions prior to the start of spring 2010 semester
 - North Campus full time counselor also offers academic caution workshops to assist students with effective study practices. Also offered are academic probation groups to assist students in developing strategies to get back on track to being successful.
- Financial Aid
 - North Campus has two full time financial aid advisors who have served over 1,200 students since the beginning of the calendar year
 - In March 2010, will run a FAFSA workshop

- Career Services
 - Career Services staff alternate visits and are available at North Campus twice per month and are also available to make classroom presentations detailing the services their department offers to students
- Academic Skills
 - ACT COMPASS testing and retesting is administered in the North Campus resource center and 466 students have taken the compass test here since July 2009. We are also available as a COMPASS group testing site for high school students. We have increased the number of compass testing stations in the resource center from three to eight.
 - Tutoring in Chemistry and Math is available twice a week. Project Achieve tutoring in Biology, Chemistry and English is available on Fridays.
- Food Service
 - Food service is now available to the students and staff. The service is also available on Saturdays when we have approximately 300 students at the campus.

Activities

- Recently ran a Nursing Information session that was very well attended. We will be scheduling more of these sessions in the upcoming semesters
- Last Wednesday, we hosted a college fair with 16 colleges and universities represented. We have also increased the number of recruiting table visits throughout the semester.

North Campus task force

As enrollment grows at JJC and North Campus, we need to look at how we can best serve these growing numbers of students. To address this issue, we have assembled a North Campus task force that will be making recommendations on creating an identity for the campus, how to market to and focus in on the groups of students who are attending classes here and how we can best utilize the space and resources that we have available. We will be conducting student surveys and scanning the community to see what they would like to see at this campus. As a result of this research, the task force will be making short and long term recommendations that will further enhance student services, faculty support and the overall student experience at North Campus.

Recognition

Dr. Thomas Liley, professor of music, recently had the distinct honor to be a faculty member for an international saxophone master class held at the University of Minnesota, attended by college students from around the country.

Mary Beth Luna, department chair of nursing, and her faculty and staff on the 3rd quarter NCLEX pass rates: PN=100% (38 test takers); RN=95% (80 test takers).

Roxanne Munch, department chair of English/World Languages, and Bill Yarrow, iCampus faculty coordinator and professor of English, presented a hands-on session on “Techniques of Electronic Grading” at the 2009 Conference on Information Technology sponsored by the League of Innovation in the Community College.

Bill Yarrow, iCampus faculty coordinator and professor of English, had eleven poems recently appear in the spring magazines “The Rio Grande Review” and “In the Red” (Liverpool, England) as well as in the online magazines “The Centrifugal Eye,” “Up the Staircase,” and “New Aesthetic” (India).

Brian Campus, assistant manager/textbook buyer, was recently appointed as Secretary for the Illinois Association of College Stores (IACS) board of directors.

Dr. Joanne Kantner, was guest editor of a special edition of *Adult Learning Journal*, a research based journal directed to researchers, practitioners, and policy-makers in the adult education field.

Dan Kreidler, dean of community and economic development, authored an article on JJC’s Dual Credit Program that was recently published in the Illinois Programs of Study Guide 2009 by the Illinois State Board of Education (ISBE) and the Illinois Community College Board (ICCB).

Bridgett Larkin, career services employer relations coordinator, has been recognized by the Psychology & Social Services Resource Network for her outstanding support and commitment to the students of Joliet Junior College, providing professional enrichment options and establishing Job Corps internship opportunities.

Joliet Junior College won a Silver Award in the Pride of CASE V (Council for Advancement & Support of Education, Region 5) awards program in the best graphic identity/logo category. Kudos to Shawn McGuan, graphing designer, for his logo design.

Marlene Kircher, secretary in the CIOS department, Sharon Medek, administrative assistant to the JJC Foundation, and Sharon Schroeder, secretary in the Business department, attended the International Association of Administrative Professions (IAAP) 2009 Certification Conference, which is required as part of their certified professional secretary (CPS) and Certified Administrative Professional (CAP) designations.

Kevin Barnett has been named Rotary Student of the Month for November. Kevin has a 3.2 GPA and plans on majoring in Secondary Education. He is on the JJC Wolves baseball team and was part of the 2008 NJCAA Division III National Champions and is the recipient of the Hamilton-Morris and Caterpillar Inc. scholarships.

Recent Grants Submitted

Name of Grant	Source	Amount	Date Submitted	Department	Project Director
Transfer Student Research Development Grant	National Institute for the Study of Transfer Students	\$750.00	October 9, 2009	Transfer Center	Angie Kaysen-Luzbetak
Illinois Cooperative Work Study Grant	Illinois State Board of Higher Education	\$28,040.00	November 5, 2009	Career Services	Mary Jo Wolfersberger
Illinois Recycling Grant	Illinois Department of Commerce and Economic Opportunity	\$39,717.00	November 9, 2009	Facility Services	Linda Pollock

- Joliet Junior College is receiving \$90,000 to fund the geothermal installation in the new Campus Center from the *Illinois Clean Energy Community Foundation*.
- JJC is partnering on a grant awarded to the Joliet Township High School District through the Will County Community Trust Foundation. This grant targets truant high school students and aims to provide experiences to help these students attach to school. JJC will be hosting 100 high school students from both Joliet Central and Joliet West on campus in February as part of this grant partnership.

High School Visits

11/3/2009 Lincoln Way East
 11/4/2009 Bolingbrook
 11/4/2009 Plainfield South
 11/5/2009 Lockport
 11/5/2009 Lincoln Way Central
 11/5/2009 Plainfield Central
 11/12/2009 Joliet West
 11/12/2009 Minooka
 11/17/2009 Joliet Central
 11/17/2009 Providence Catholic
 11/18/2009 Wilmington

Recruitment Events

- Admissions
 - 11/3/2009 US Cellular Wellness Fair
 - 11/7/2009 Discover JJC
 - 11/9/2009 Lockport College Fair
 - 11/13/2009 Bolingbrook High School visit to Main Campus
 - 11/14/2009 National Guard Reintegration Event
 - 11/23/2009 Fox Valley Career & College Fair

- Student Accommodations and Resources Department (StAR)
 - 11/4/2009 Reed Custer High School visit to Main Campus
 - 11/5/2009 Lockport High School visit to Main Campus
 - 11/5/2009 Bolingbrook High School Visit to Main Campus

- Office of Multicultural Student Affairs
 - 11/8/2009 Brown Church A.M.E. College Fair
 - 11/10/2009 Premiere Academy visit to Main Campus

Activities and Initiatives

Plus 50 Workforce Center. In response to the high unemployment rate, the Workforce Development staff is continuing to offer free monthly workshops in Joliet and Morris. The workshops are open to all JJC district residents and are customized for individuals over the age of 50 who are re-careering or conducting a job search.

H1N1 Influenza. The overall number of confirmed H1N1 cases college wide to date is 17 (15 students and 2 adjunct faculty). The area with the most cases is Math with four students, and Technical with two adjunct faculty members. Both of these areas have been addressed by the Custodial Department and fogged due to the potential concentration of students. Approximately 1,750 pieces of literature and posters have been distributed to the college's campuses and centers. In addition, 29 awareness presentations have been made college wide.

Public Act 96-574. On August 18, 2009, Governor Pat Quinn signed into law a measure that requires all institutions of higher education covered by the Illinois Human Rights Act to inform their student bodies of the illegality of sexual harassment. To comply with this new law, every institution is required to post in a prominent and accessible location a poster outlining sexual harassment laws and policies. Joliet Junior College has complied with this requirement by placing posters distributed by the Illinois Department of Human Rights in common areas at each of the college's locations.

Discover JJC. This fall's open house had 410 visitors to the Main Campus. Presentations were given on Getting Started at JJC (Admissions), Paying for College (Financial Aid), Disability Services (Star) and 22 student ambassadors

helped out at the event. Good work on the part of the following admissions staff: Jennifer Kloberdanz, Caitlyn Brennan, Andrew Sarata, Sue Callans, Rosa Salazar, Holly Garza-Ortega, Megan Janulis, Nancy Johnson, Tina Good and dean of enrollment management, Susan Paddock! And, thank you to the following participating departments: admissions, academic skills, StAR, Counseling/GSD, Financial Aid, Centennial Commons, Honors Program, Career Services, OMSA, Project Achieve, Student Activities/Holistic Wellness, Business, Fine Arts, Mathematics, English/World Languages, CIOS, Technical, Nursing/EMS/Fire Science, Natural Science/Physical Education, Culinary Arts/ Hospitality Management, Alumni Board, Planetarium, Library, Study Abroad, Athletics, Community and Economic Development, Social and Behavioral Sciences.

Master Plan and Construction Update

The south restrooms in A-Building on the Main Campus are permanently closed. These restrooms are scheduled for demolition in preparation for the Campus Center construction. The north restrooms in the building have been remodeled and are open for use.

During the week of November 16 a significant change to the access points between the A- and C- Buildings on the Main Campus will occur. A new walkway is being constructed to provide access between the two buildings since the current outdoor area will be closed during Campus Center construction. B-Building will be able to be accessed from the south side entrance near the V-Building. Students or staff members with disabilities who need to access the second floor of B-Building will be able to use the elevator in T-Building and cross into the B-Building from the second floor of A-Building. New directional signage will be posted throughout the affected areas and staff is preparing to help students and community members as they adjust to the new walkway.

Trustee Follow Up

Trustee Mihelich requested information on the inclusion of department chair recommendations in the tenure approval process. The department chair's recommendation is submitted to the Tenure Committee and is part of a faculty member's tenure portfolio. If the Board would be kind enough to let President Proulx know what they want included in the Board packet for tenure recommendation, it would be very much appreciated.

Upcoming Events

- *Mother Courage and her Children*, directed by Dr. Zach Bloomfield: Fine Arts Theatre, November 12-14, 2009.
- Illinois National Guard Reintegration Event: November 14, 2009, from 9 a.m. to 3 p.m. on the Main Campus.
- Metropolitan Youth Symphony Orchestra: Dr. Daniela Broderick will be performing Beethoven's *Piano Concerto No. 3 in C minor* with the orchestra on Sunday, November 22, 2009 in the Fine Arts Theatre at 4 p.m.
- JJC Community Band Winter Concert: December 6, 2009 in the Fine Arts Theatre at 3 p.m.

9.7 Chairman's Report
Chairman Wunderlich indicated that he would like to compliment our staff that are on WJOL radio on Tuesday mornings representing JJC. This past week Susan Stockwell was on the air promoting the College and her upcoming Bridal event. Last week Jennifer Kloberdanz and former Student Trustee, Rosa Salazar were on the air discussing enrollment and registration at the College. Chairman Wunderlich commented that each time he has listened to staff on the radio they have represented the college excellently and they should be commended for their fine representation. Chairman Wunderlich wished all a Happy Thanksgiving and tomorrow is Veteran's Day. As a reminder there will not be a board workshop on November 24, 2009.

Trustee DeLaney moved, seconded by Trustee Dan O'Connell that the Board recess to a closed EXECUTIVE SESSION (8:01 p.m.) under open meetings act:

2 (c) (5)

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

Return to Regular Session
Meeting resumed at 8:34 p.m. **Trustee DeLaney moved,** seconded by Trustee Dan O'Connell to resume the Regular Public Session. Motion **carried** unanimously. Ayes: DeLaney, Klen, Mihelich, Dan O'Connell, and Wunderlich. Student Trustee Newenhouse favored the motion.

Trustees Present: Barbara DeLaney Susan Klen
 Andy Mihelich Dan O'Connell
 Robert Wunderlich Student Trustee Newenhouse

10 Adjourn
Trustee DeLaney moved, seconded by Trustee Dan O'Connell for the meeting to adjourn at 8:35 p.m. A voice vote was taken. The motion **carried** unanimously.