

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, 214 N. Ottawa Street, Joliet, IL was called to order by Bob Wunderlich, Chairman of the Board at 6:04 p.m. on **Tuesday, March 11, 2008.**

1.0.1 Trustees Susan Block Barbara DeLaney
Roll Call Present: Dick Dystrup (via phone) Jeff May
 Andrew Mihelich Daniel O'Connell
 Robert Wunderlich

Student Trustee
Present: Johnathan Wilson#

#Student Trustee Wilson joined the meeting at 7:31 p.m.

1.1 Pledge The Pledge of Allegiance was led by Trustee O'Connell.

Trustee DeLaney was appointed Secretary pro-tem.

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.

Welcome Chairman Wunderlich welcomed the guests to the Joliet Junior College regular monthly Board meeting and thanked the staff of City Center Campus for their help in arranging for the Board meeting, once again.

1.4.1 Proclamation Community College Month Trustee Block read the proclamation designating April 2008 as Community College Month in Illinois Community College District No. 525 **Trustee Block moved**, seconded by Trustee DeLaney that the Board of Trustees of Joliet Junior College approve the proclamation designating April 2008, as Community College Month in Illinois Community College District 525. The motion **carried** unanimously. Ayes: Block, DeLaney, Dystrup, May, Mihelich, O'Connell and Wunderlich.

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1.4.2 Recognition of Newly Tenured Faculty President Proulx indicated that each of the newly tenured faculty had been invited to the meeting this evening so they could be recognized by the Board of Trustees and offered congratulations on behalf of the Board, administration, faculty and staff of the college. This group will join 157 other tenured faculty members of JJC. The Board and administration embrace tenuring faculty, which is not always the case at other institutions. Chairman Wunderlich indicated that present were, Oksana Alfredson, Scott Boudreau, Jason Eltrevoog, Wayne Gawlik, Joseph Krieger, Susan Prokopeak, Joseph Sullivan, and Steve Zuro. Dr. Haynes explained the process for tenure and introduced each of the tenured members. Dr. Haynes indicated that Oksana was unable to join the group this evening, but is from the Fine Arts department and is responsible for computerizing the interior design program. Scott has been instrumental in coordinating the annual Illinois Drafting Education Association competition held at JJC. He has taken every CAD course that we offer as part of his goals to get a first hand view of what our students go through in these classes. Wayne is from the business department and is known to be seen at any sporting event for JJC. He does it because he has quite a few student athletes and wants to show them his response. This results with a bonding and good rapport with his students. Jason is from the math department and is a member of the Illinois Mathematics Association of Community Colleges and attends the conferences. He has stepped up to co-chair the Illinois Council for Teachers of Mathematics competition that we hold at JJC. A few weeks ago we had 500 to 600 students on campus in the cafeteria for this competition. Joe Kreigher is in the biology department. He has a degree in electrical engineering and a masters degree in biology. This combination engages more hands on methods of teaching and enables him to really connect with his students. Susan is one of our primary instructors in our Library Technical Assistant's program. She is active in the community and has participated in the Library Legislative Day held in Springfield and has helped to develop a procedure guideline for the circulation area. Joe Sullivan has taken on the CISCO program and with his ability to reach out to our high schools, this program has turned around and we are beginning to see high growth in CISCO. Steve is from the Mathematics department and teaches many developmental math programs under challenging circumstances. He has helped develop a blended course for pre-calc courses and has been active in main street and adult learning. Dr. Haynes congratulated the tenured faculty group. Trustee Block thanked the tenured faculty and congratulated them and indicated they are very valuable at Joliet Junior College. Trustee Dystrup congratulated the group as well. Chairman Wunderlich thanked the individuals and offered congratulations on behalf of the Board of Trustees.

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- 1.4.3 Retiree Bush Trustee May read the resolution honoring retiree Richard Bush. **Trustee May moved**, seconded by Trustee Block that the Board of Trustees of Joliet Junior College approve the resolution honoring Mr. Richard Bush for his years of service from 1991 to 2008 and for his dedication throughout his years. The motion **carried** unanimously. Ayes: May, Mihelich, O'Connell, Block, DeLaney, Dystrup and Wunderlich.
- 1.4.4 Faculty Union Mr. Bob Marcink, President of the Faculty Union, congratulated the tenured faculty. The faculty survey was presented to Chairman Wunderlich a few weeks ago and will be awaiting the response. Mr. Marcink indicated that he would like to say a few words about Ken O'Brien. Ken was a friend of JJC for many years. Several years ago, Mr. Marcink indicated that he had workshops where he brought students in from the community to teach them journalism and Ken came in twice to these workshops as a volunteer. He was very good with the students. Mr. Marcink indicated that he was very happy to see Ken get a full time job with the Herald News. Since he had been at the Herald News, he has helped a couple of our students who interned. Last week he had the opportunity to meet Ken's family and they are wonderful human beings. Ken was a reporters reporter and always conducted himself professionally and taught others how to be a good reporter. Mr. Marcink indicated that he will miss Ken O'Brien very much.
- 1.4.5 Alumni Report The Alumni report was given by Kelly Myers as follows: Ramsey Mallory ('90) attorney and sports agent, presented to students at Centennial Commons for the February Success Story Series honoring Black History Month. Ramsey did not have a huge audience, but he made an important impact upon the students whom he presented to – especially our Student Trustee, Jonathan Wilson who is a pre-law student. Many thanks to Michelle DeValdivielso and Jennifer Reardanz of Multicultural Student Affairs and Mary Jo Wolfersberger of Career Services for their partnership in each of our Success Story Series. Bonnie Bennett ('92) lead engineering associate at Underwriters Laboratories, Inc. presented to the students on Monday, March 10 for the March Success Story Series honoring Women's History Month. Bonnie offered a wonderful presentation educating students about the opportunities for women in nontraditional careers. Many thanks to Glenn Mazur, Department Chair of the Technical Department and Margaret Semmer, Dean of Career and Technical Education for their support of this important program. The Annual Scholarship Recognition Event was held on Sunday, February 24th. We were proud to have Jason Carroll, Student Alumni Vice President offer a wonderful speech to guests. This event introduces student scholarship recipients to their scholarship donors. Many thanks to Gena, Betsy and Dennis for making the program meaningful to all. The Alumni Board and the

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office of Alumni Relations assisted Julie Allsopp, Scholarship Specialist at the Scholarship Application Workshop held on February 27, 29 students from participated. These students came from Bolingbrook, Dwight, Lincoln Way East, Lockport, Joliet, Plainfield, Seneca, Wilmington and nine high schools from out of district. The Alumni Association will host its 5th Annual Comedy Night on Thursday, March 13. The evening will begin with a hors d'oeuvres reception at 6 p.m. The Southern Fried Chicks will perform at 7 p.m. Tickets are \$25 per person. Senior (60 +) and student tickets are \$20. Please see me after the meeting if you would like to purchase tickets. JJC Student Alumni President, Daniella Mazzaro and Vice President, Jason Carroll were on WJOL on February 28 to promote the Student Alumni Association and Comedy Night. They did an excellent job of representing the college and educating the community about their student organization. Alumni Relations hosted an Alumni Travel preview on the evening of March 6 at the Renaissance Center. Below are the tours that will be offered in 2008.

- Trains of the Empire State Motor coach Tour - July 22, 2008
- New England Rails and Sails – Air Tour, October 9, 2008
- Affordable Italy with a Tuscan Culinary Experience – Air Tour, September 7, 2008

Tours are offered by Mayflower Travel. Please contact Kelly Myers for additional information. Harper Community College will be visiting JJC office of Alumni Relations on Tuesday, March 25 to learn about our Alumni program. Harper does not currently have an alumni program and realizes the need for alumni cultivation of its alumni and the development of affinity programs. Representatives from Harper want to learn more about our alumni program and how it is structured. Kelly attended the following in February: Kiwanis, Collegiate Club Council, Student Alumni Meeting, SWSPN February Program: How to Re-energize your Board Members, Joliet Central Kiwanis Key Club, and JJC Marketing Workshop. The next meeting of the Alumni Board of Directors will be Monday, April 7, 2008 at 7:00 p.m. in J-2026 on Main Campus. The public is invited to attend.

1.5.1
Minutes
Regular

Trustee Block moved, seconded by Trustee May that the minutes of the regular Board of Trustees meeting held on February 14, 2008 be approved. The motion **carried** unanimously. Ayes: Block, DeLaney, Dystrup, May, Mihelich, O'Connell and Wunderlich.

1.6
Communications

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

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1.7 **Trustee May moved**, seconded by Trustee Block that the Agenda
Agenda be approved as presented. The motion **carried** unanimously. Ayes: May,
Mihelich, O'Connell, Block, DeLaney, Dystrup, and Wunderlich.

1.8 **Trustee May moved**, seconded by Trustee Block that the following
Consent items be placed as consent agenda items: 2.1.1, 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.2.5,
2.2.6, 2.9.1, 2.9.2, 4.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5, 4.2.6, 4.2.7, 4.2.8, 4.3, 4.4,
4.5, 4.6, and 8.1. Trustee Block requested that the following item be added to the
agenda for discussion: 8.3, green letter. Trustee Mihelich requested that agenda
items 2.1.1 and 8.1 be pulled from the consent agenda. The motion **carried**
unanimously. Ayes: May, Mihelich, Block, DeLaney, Dystrup, O'Connell, and
Wunderlich.

Trustee Dystrup moved seconded by Trustee Block that the following Consent
agenda items are approved as follows:

- 2.2.1 President recommending sabbatical leaves for two faculty members
- 2.2.2 President recommending appointment of mathematics instructor
- 2.2.3 President recommending appointment of music instructor, fine arts
- 2.2.4 President recommending acceptance of resignation of nursing instructor
- 2.2.5 President recommending acceptance of resignation of radiology instructor
- 2.2.6 President recommending acceptance of change in retirement as requested
by one faculty member, under the provisions of the current contractual
agreement
- 2.9.1 The President requests acceptance of the report on replacement of full-
- 2.9.2 Faculty Salary Schedule Columnar Advancement Report, as presented
- 4.1 The President recommends approval to pay the listing of Bills for
the period ending February 29, 2008 as presented
- 4.2 The President recommends approval to award bids as follows:
 - 4.2.1 OPT Machines
 - 4.2.2 Multifunction Printer
 - 4.2.3 Printing College Catalog 2009 - 2011
 - 4.2.4 Lincoln or Equivalent Miller Welding Equipment
 - 4.2.5 Boiler House Roof Replacement
 - 4.2.6 Auto Shop Air Conditioning
 - 4.2.7 Skid Steer
 - 4.2.8 Printing of Student Handbook - Revised
- 4.3 Treasurer's Report

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- 4.4 Financial Report
- 4.5 Board of Trustees approval of Braidwood nuclear power station real property tax assessment settlement agreement
- 4.6 Board of Trustees approval of protection health and safety project-public safety lock installation
The motion **carried** unanimously. Ayes: May, Mihelich, O'Connell, Block, DeLaney, Dystrup and Wunderlich.

2.1.1 **Trustee May moved**, seconded by Trustee Block that the Board of Trustees of Joliet Junior College approve the appointment of director, human resources. Approval
Director
Human
Resources
Trustee Mihelich indicated that when this position became available he had requested that before the position moved forward, there would be a discussion on the reporting line for the position. That discussion has never taken place and he feels that administration could have found the time to discuss this request, as promised. President Proulx indicated that it was her understanding that this discussion would occur at a workshop. Trustee May indicated that we could have this discussion at any time, even after the individual was hired. Trustee Mihelich stated that he was disappointed in the president and administration. Chairman Wunderlich commented that this person will not be hired until April 21, and there will be a workshop before that date and requested that this item be placed on the workshop agenda. Mr. Agazzi stated that each of the finalists were asked their opinion on the reporting structure and they all indicated that it was up to the Board and administration to decide who they would be reporting to. Trustee Mihelich indicated that he has been put in an awkward position by the administration and he is disappointed in that. The motion **carried**. Ayes: May, O'Connell, Block, DeLaney, Dystrup, and Wunderlich. Nays: Mihelich.

8.1 **Trustee May moved**, seconded by Trustee Block that the Board of Trustees of Joliet Junior College approve the adoption of the strategic plan. Strategic
Plan
Trustee Mihelich stated that he had requested two items be added as goals, and also questioned the statement the nation's first public community college in the mission statement. Trustee Mihelich does not believe this is a true statement. As far as the goals are concerned, he would like to see two additional goals added: increase market share to the level of our peer colleges and find ways to fund the master plan in its entirety. Trustee May indicated that he supports Trustee Mihelich in terms of substance in his recommendations, but feels that they could be placed under objectives and still meet Trustee Mihelich's desire for priorities. In terms of how goals are set up it is more appropriate that they are stated within the strategic plan as presented and would meet the substance of Trustee Mihelich's desire for those

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priorities and objectives. President Proulx indicated that at the workshop what Trustee Mihelich was asking for are objectives that were contained under two of the goals. The objectives themselves are not strategic to the college, but are operational. Trustee Mihelich indicated that he disagrees with Dr. Proulx. Dr. Proulx indicated that she understands the disagreement. The response to Trustee Mihelich from Sandra Golden and Associates attempted to address the concerns and questions raised by Trustee Mihelich and show how to integrate these concerns of market share. President Proulx reminded the new Trustees, that at the orientation administration had identified the need to increase market share, but this an objective, not a strategic direction for the college. The strategic plan will be published and circulated around our college community and to other colleges. President Proulx feels that our goal should not reflect that we want to increase market share, rather we want them to see the information that faculty, staff, Board of Trustees and community members have had input on. President Proulx indicated that this was her response to Trustee Mihelich on this matter. Trustee Mihelich indicated that he believes he has the responsibility as a Trustee for setting the vision and the strategic plan for the college and feels it is one of the most important responsibilities as a Trustee. Trustee Mihelich feels that views of the Trustees should be reflected in the plan. Chairman Wunderlich indicated that he had the same concern regarding the statement of the nation's first public community college and was told it had been researched. Dr. Ryan Smith indicated that this statement had been researched in great detail to assure it was accurate. Trustee May indicated that our peer institutions do see us as the oldest public community college. Trustee Block commented that every Trustee has the right to their own opinion and it should be valued. Chairman Wunderlich echoed Trustee Block's comments. The motion **carried**. Ayes: May, O'Connell, Block, DeLaney, Dystrup and Wunderlich. Nays: Mihelich.

8.2 Compensation Review The compensation study was reviewed by Renee Begovic via a power point presentation. The presentation included: overview; background; issues; review process; compensation committee; market study; market study results; job questionnaires; analysis; downgraded vs. upgraded; classification; current classification; JJC current title hierarchy for administrative staff and support staff; proposed classification; missing layer; JJS proposed title hierarchy; reclassified as administrators; reclassified as professional staff; exempt positions; non-exempt positions; information gaps; additional support; results; current pay system; proposed salary schedule; how it will work; performance pay; evaluations; other issues; overtime/comp time current system; comp time/ overtime; impacts; current tuition reimbursement; proposed tuition reimbursement; current contracts; proposed contracts; cost; and the to do list. Following the Board's guidance,

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individual recommendations to each employee will be sent. Trustee Dystrup exited the meeting at this point. Trustee May indicated that he had concerns about the salaries and to put it into context—when we were doing the presidential search for Dr. Proulx, the board knew it was time to change—and the reorganization made significant organizational changes. We negotiated a very generous contract with our faculty in exchange for flexibility for change in the future. At our last meeting we saw that Joliet Junior College is significantly behind other institutions in the State of Illinois in many important areas. Trustee May's concerns about this proposal in terms of specifics are: the overall costs—until we get to the point where we are significantly ahead of Illinois schools he does not want to put extra dollars into salaries or raises. Trustee May feels that it is not a priority to be competitive with our peer institutions unless our performance is competitive. Trustee May indicated that he is also concerned about future costs. We generally give salary increases at 3.75 percent and if he understands the proposal correctly, there would be a two percent as a step increase, one percent or cost of living and another two percent for performance, which equates to five percent. Carried over a period of time, this would have a significant impact on Joliet Junior College's budget. Trustee May indicated that he also has concerns about individuals making larger salaries, five percent at the top means more money than five percent at the bottom and you get a larger spread over time. Trustee May indicated that he also has a concern about tuition reimbursement where everyone gets "X" dollar amount and feels if it were to be implemented it should be a wash as far as costs. Trustee May also stated that it should be limited to those courses that specifically benefit the staff in improving their job performance. The rolling contracts are also a concern and he feels one or two year contracts gives the board more flexibility to make changes until we see substantial increases in overall performance of the institution. He would be in favor of the contracts once we have seen significant increases in overall performance compared to other institutions in performance areas. Mr. Agazzi explained that longevity steps going year to year would reach the highest step and then would be eligible for only for a cost of living increase, but administration recommends not going higher than two percent. Mr. Agazzi stated that to give employees some sense that what they are doing in their evaluations can be rewarded in pay that they might be eligible for a two percent increase. The employee would only be eligible for a performance increase of two percent if they received an exceeds expectation rating, coming as a recommendation from human resources department to senior leadership team and should be a small amount of staff receiving this incentive. Ms. Begovic indicated that the performance pay is limited to two step increases within three years Trustee May commented that from the presentation, it appears that this move would cost the college at least \$130,000. Mr. Agazzi indicated that

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was correct, but it was an initial cost to get everyone on the correct step and we made a promise to employees when we started the study that we would not lower anyone's pay. Trustee May indicated that in terms of evaluating individuals on rolling contracts, his preference was to hold the whole institution accountable for performance and as a board member he will not vote for anything more than a cost of living until he sees significant movement in institution performance and feels a lot of energy has been invested over the past year to ensure that we make movement and until we do, Trustee May is hesitant to invest more of the taxpayers funds until we are above average in performance. Trustee Block feels this is not an appropriate time to be giving employees' raises when we are talking about building new buildings, bond sales and a possible referendum. Trustee Block feels it would be hard to suggest to the public that we will be spending thousands of dollars in salaries when we are looking at alternative ways to fund the master plan. Trustee DeLaney indicated that she agrees with all of the points Trustee May has made. Trustee DeLaney indicated that it appears as if the new pyramid overlaps in positions. Ms. Begovic indicated that it currently overlaps, but it is separated in the new proposal and there are certain requirements. Mr. Agazzi indicated that on average the new professional staff salaries will be going down because they will not be eligible for overtime. Many years ago many of these employees should have not been eligible for overtime and classified as exempt. Under our current system we give a ten percent raise for an upgrade and the suggestion is that the ten percent raise go away and are recommending a two percent raise going forward. Mr. Agazzi stated that administration recognizes that there is a cost to implement this program, but is confident that in the future personnel costs for non-union employees will be lower. Trustee O'Connell asked how long it would be for a payback of the upfront monies. Mr. Agazzi indicated that it would happen as soon as in the next budget year because we would not be budgeting for overtime and the full payback would be at the end of the second year. Trustee O'Connell asked how this would compare to other community colleges. Mr. Agazzi indicated that we would be ahead of the curve. Trustee May indicated that administration should come back when they see costs are a wash, including tuition and he will not support rolling contracts until we see substantial increases institutional wide. Mr. Agazzi indicated in the operation plan there will be grades assigned to certain areas with names and the Board will be able to easily see how individuals and the college are performing. This would not happen until the following year and you would be able to tie this to the strategic plan from the operational plan. Mr. Agazzi feels this is really the holy grail of compensation and in all of his years of public service has never seen this and feels this is an exciting thing and will be fun to see performance objectives tie into pay. Mr. Agazzi indicated that Chicago governments have attempted to do this—we

all

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know that when you do things related to performance it is difficult. Mr. Agazzi indicated that he has seen very good strategic plans and operational plans, but has not seen strategic plans and operating plans tied to pay. Mr. Agazzi indicated that he understands what Trustee May is saying regarding key performance first and then the rewarding of that performance, but if you want to bring good people in that provide that performance, you do need some things in place. Trustee May indicated that the point is that we brought good people in during the reorganization. Trustee May indicated that he does not have problems with the structural organization and does not disagree with the overall philosophy, but will not support rolling contracts and will not support increases. Trustee Mihelich indicated that he will wait for a vote on this matter. Chairman Wunderlich thanked Ms. Begovic and Mr. Agazzi for a very good presentation.

8.3
Green
Party
Letter
letter

Trustee Block referred to a letter the Board received from the Will County Green Party and would like a short letter sent back to the group letting them know that we have received the letter and thank them for their concerns we are not taking a stance at this time. Trustee May indicated that he would like to recommend a letter be drafted as a response to the editor. President Proulx indicated that a letter has been drafted as a response, should board desire to respond.

9.1
Foundation
Report

Mr. Klein reported that: The Annual Foundation Recognition event was a huge success and had many participants. The foundation members were asked to stand and there were quite a few that had many, many years of service on the Board. He would like to see department chairs involved in the event with students that receive the highest number of participants.

9.1.2
Student
Housing
Report

There is a student housing update in the board book and Ms. Angela Toon was present and gave an update on students residing at Centennial Commons as follows: Total Residents---226; majors with highest numbers are business, 10.62 percent; criminal justice, 5.75 percent; culinary arts, 5.31 percent; and law enforcement, 4.42 percent. Residents by location highest percents are: Chicago, 20.35 percent; Aurora, Joliet, Indianapolis, IN at 2.65 percent; Markham and Calumet City at 2.21 percent. In-district residents: 15.04 percent and out of District, 4.87 percent and 76.99 percent under the other. Residents by ethnicity: White non-Hispanic, 18.58 percent and African American, 76.55 percent. Residents by gender: male 66.81 percent and female 33.19 percent. Residents by state: 82.74 percent in Illinois.

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- 9.2
ICCTA
Report
- Trustee May indicated that there is a meeting this week. Our Ethics/Local Control Bill that the Governor vetoed last year, flew through the House and is now in the Senate and last year it passed the Senate undefeated. Trustee May indicated that this year the bill has its own sponsor and should pass.
- 9.3
Student
Trustee
Report
- Student Trustee Wilson apologized for being late to the meeting. The How to Succeed in Business play was very entertaining and was a really good production. Student Trustee Wilson indicated that he was just returning from a public briefing which was conducted by an organization that goes around from state to state and there was quite a bit of discussion on the transition from high schools to the two year institutions to the four year institutions. One of the items pointed out is that jobs are not evenly distributed throughout the state and seem to be primarily in the Chicago area. Student Trustee Wilson indicated that the subject of recruiting has been thought about at the state level and how there is much focus on the local students, but further information will be provided at a later time. Student Trustee Wilson asked Trustee May if it would be permissible to have a couple of students in leadership capacity speak at the ICCTA meeting this weekend. Trustee May indicated that should be fine.
- 9.4
Building &
Grounds
- Trustee Mihelich indicated that the Building and Grounds Committee had met last week and the notes are in front of each Trustee. In terms of the fiscal year the bid items are winding down and the most items have completed their cycle and the new cycle will begin in the budget process. Trustee Mihelich stated that one of the things he was looking for the entire year was to come up with some kind of measurement standard in how we anticipated the costs for a bid item. This would help us evaluate if this is a realistic set number of projects based upon the dollar value. Trustee Mihelich indicated he is working with the committee to utilize the ten percent which is the cost permitted to go over the bid amount without Board approval. We had 30 plus bid items come forward from the building and grounds committee. Trustee Mihelich has requested a review of all of those bid items to see how many were within the ten percent window. This would give the Board an idea for the administrative recommendation of its list of recommended projects for the next fiscal year. Trustee Block indicated that today we approved the protection health and safety project-public for safety lock installation which will increase the safety of the campus. Trustee Block feels the safety area should be concentrated on for expenditure of funds, not only for the students but for the employees at all campuses. Trustee May commented that

there is a bill in the legislature that would require all community college's police forces to carry guns and his assumption is that there will be much discussion on this

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matter. Trustee Block indicated that they also discussed in the Buildings and Grounds Committee that as we get new faculty members coming in, there should be some type of safety orientation that is required for them to attend. President Proulx indicated that this is in the works and there will be training in this area. Trustee Block indicated that the sustainability report from the committee was also reviewed and one of the things that all employees can do to help save money for the college is to turn off their computers and monitors each night. The expected savings is approximately \$20,000 per year. Trustee May indicated that he has the understanding that doing this causes more wear and tear on the computers. Mr. Serr indicated that last week he was at the CIO Microsoft summit and there were several presentations on sustainability. Additional research is being done on this topic. With the help of a sophisticated calculator based on our current inventory of computers, the indication is that our potential savings is a lot greater than \$20,000. There is also software that shuts off our computers on an automated schedule and permits patch management and saves wear and tear on the machines. We are currently exploring this option. Trustee May asked if there is a difference between shutting down and hibernation. Mr. Serr indicated that research shows that the difference is negligible. Mr. Agazzi indicated that the committee has done quite a bit of research on this topic and has found that many people have a problem coming out of hibernation and end up shutting down the computer and restarting it anyway, thus the recommendation for shutting down the computers. Mr. Serr indicated that shutting down the machines helps with the patch management needs and saves employees time when beginning their day, because this can be done in the evening.

9.5
JAHM
Report

Trustee DeLaney indicated that the Joliet Area Historical Museum will be hosting an exhibit entitled Great Inventors March 15 from noon to 5 p.m. This exhibit will have an emphasis on Alexander Graham Bell and the museum thanks Yellow Book for being a generous sponsor of the event enabling the event to be free of charge. Also, on Father's Day which is June 15 there will be free admission of the Fathers from noon to 5 p.m. There is another small museum located on Chicago Street called the Slovenian Heritage Museum. This museum tries to keep the Slovenian heritage alive in the Joliet area. On Sunday, October 19, this organization will be celebrating its 80th anniversary. The event will be held at Patrick Haley Mansion with entertainment by the Bruce Korosza band, and a polka mass as well. If anyone is interested in attending the event or has questions, please contact Trustee DeLaney or Geneta Ruth at 815-727-1926. On Saturday April 19, Big Brothers/Big Sisters is also hosting an event located at

Syl's 150 West and is a fundraiser entitled Cash Bash and is a black jack/poker event. If anyone is interested in purchasing tickets please contact BB/BS as soon as possible, because tickets are limited for this event.

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9.6 Trustee O'Connell indicated that we presently have 17 nominations for the J. D. ESA Ross Award. The next meeting of the ESA committee is March 18. At this Award meeting the committee will determine the finalists and forward this information to the Board for determination of who will receive the award

9.7 President Proulx began her report by thanking Susan Stockwell and her staff for the accommodations this evening. President Proulx introduced Karl Brooks, our President's Report New Dean of Student Services. Dr. Oudenhoven indicated that we are very excited to have Mr. Brooks with us and we look forward to the many great things he will do for the college. Mr. Brooks indicated that he would like to thank the Board for the opportunity to be at JJC and looks forward to working with everyone and gave a brief overview of his background.

Congratulations to Dr. William Hogan, professor of physics, who was awarded the 2007 Distinguished Service Citation Award from the Illinois Section of the American Association of Physics Teachers. Dr. Hogan is JJC's third faculty member to receive this award. No other college has had three winners. Previous recipients of the award include Dr. Curtis Hieggelke (1993) and Wilbur Miner (1990). Congratulations to instructors Joe Thomas, Jerry Raino and Bill Cameon and their students for completing another Habitat for Humanity home. This makes over 12 Habitat homes that JJC has completed over the last three years. Congratulations to Kelly Myers, who had a proposal accepted to present at this year's American Association of Community Colleges (AACC) conference on April 6. Her presentation title is Beyond Ambassadors: Today's Student Alumni Will Be Tomorrow's Donors, Advocates and More. Congratulations to Jessica Robles, JJC's Joliet Rotary Student of the Month for March. Jessica plans to pursue a career as a math instructor. She is involved in JJC's Math Club and the ENgaging, LATino, Communities for Education (ENLACE) program. For the second month in a row, JJC will be featured on Chicagoland TV. JJC's Comedy Night will be featured on the WGN-TV Channel 9 morning news on March 13. Kudos to our communications and external relations staff.

On February 28, Black Student Union (BSU) adviser Tracy Theard and BSU member AmberShea Brockman-Gerardi visited Joliet West High School to talk to a group of junior and senior students in the auditorium about transitioning from high school to Joliet Junior College. They discussed student services, tutoring, and clubs, as well as financial aid and scholarships. More than 100 students were

in attendance. Joliet West English teacher Janice Sheehan helped coordinate the event and was thankful for the visit and information. This will be an ongoing partnership between JJC BSU and Ms. Sheehan's class.

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It was recommended by Trustee Dystrup that we recognize the appointment of the new president at Governors State University (GSU). As was done when USF's new president arrived, Dr. Elaine Maimon, GSU president, was invited to be our spring commencement speaker. Dr. Maimon has accepted our invitation for the May 9 commencement and will be honored during the reception preceding the ceremony. Trustee Dystrup provided us with information on the Heartland Payment Systems and asked us to consider the system for implementation at JJC. Heartland is partnered with General Meters Corporation for the one card student ID card system. This card also functions as a swipe card for door access and a number of other features. JJC has an ID card system with NuVision that was approved by the Board at the June 12, 2007 meeting. General Meters was one of the vendors who bid on the RFP. The NuVision equipment is in place and an initial pilot rollout will occur during this semester and has the ability to expand to include similar features to those of the Heartland Payment Systems. At the BOT workshop on February 29, Trustee Mihelich requested Sandra Golden and Associates to put in writing the specific and top recommendations in the marketing study that would make an impact on market share. Attached is a list of the six top recommendations provided by Sandra Golden and Associates. David Agazzi, vice president for administrative services, will update you on the security enhancements recommended by an ad-hoc safety group that was called together to evaluate and make recommendations regarding security. Mr. Agazzi indicated that we took a look at our emergency response plan and wanted to make sure that everything was in place for response in a crisis situation. The plan was sufficient, but there are things that we would like to address additionally. First is an emergency notification system. This system would be hosted off campus and would auto dial every student with the phone number they provided to the college and would also send an email and text messages to the students. Because of the number of students, it can take 18 minutes for notification. We have an RFP that is going out on this matter and the hope is to have it for approval at the April Board meeting, but it may not come until the May Board meeting. Our security camera study recommendations are being reviewed and we will be attempting to move up the timeframe for purchase and installation of the cameras and hope to have a recommendation at the May Board meeting. The door locks were approved this evening and we will be installing throw door locks on our classroom and laboratory doors. The state law prohibits deadlocks on classroom doors, but they do permit throw locks. This was the number one concern of faculty and students as far as being able to protect themselves in a classroom. We feel our budget of \$350,000 should be sufficient. Identification cards will begin

to roll out this spring. In regard to communication, we wanted to make sure that we clarify what would happen before our National Incident Management System is put into place and we will be bringing in an expert in crisis communication for

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training on April 22 and 23. One of the things we learned from the NIU crisis is they were able to communicate quickly because they already had written communication templates for every different type of crisis they could imagine. Mr. Julian has already written all of these templates for the college. We already do a fire drill, a tornado drill and we are recommending that do a lockdown drill. This will happen once the new locks are in place. It is our intention to practice with just staff during professional development week and will follow with the students once we have the drill perfected. On April 10th we will be practicing our emergency response plan with a facilitator. On the training side we will be going online with an online orientation system that all new employee will be required to go through, which includes a safety component to it. We will also have information on our website that indicates how individuals should be acting during crisis situations. We are reviewing our campus staffing and may be recommending additional staffing in the safety areas. Trustee Block asked when the locks would be in place and working. Mr. Agazzi indicated the goal is to have them installed by the fall semester. Trustee Block asked if we could speed up the process for the camera purchase and installation. Mr. Agazzi stated that we should have the recommendation at the May Board meeting and will be attempting to have them installed by the fall as well. Trustee Block indicated that it has been brought to her attention that our service center and bookstore area handle large amounts of money and wondered if there was a way to have an officer in the area on more frequent basis and would like to see a camera installed in the area as well. Chief Comanda indicated that there are two cameras in that area in the camera plan. Chief Comanda indicated that campus police communicates with these areas on a regular basis and during the times when large dollar amounts are being exchanged the areas are patrolled on a more frequent basis and extra bank runs are made during the peak times. President Proulx indicated that we are also holding safety forums during her listening tours and have moved up our three year plan on safety recommendations. Trustee Mihelich indicated that what he found interesting and disturbing was the instant messaging that goes out to all students. We used the words instantaneously goes out to all students. We discussed this at our Building and Grounds committee meeting and wanted to point out that it does go out instantaneously, but it takes 18 minutes to reach all of the students that we have. This is a long time from the start to the completion of this process. Mr. Agazzi commented that we will also have a difficult time collecting phone numbers and cell phone towers being flooded with calls can also be a concern. Even though this could take up to eighteen minutes

from start to finish, we do recommend that we have a system in place for emergency notification. Chief Comanda pointed out that we can also use our PA system for emergency notification and can be used building by building. There is

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not one system that will totally notify everyone, but we do have more than one system available for emergency notification. Trustee Mihelich indicated that this is exactly the point he was trying to get across—using a multi-tiered system approach. Mr. Serr stated that some of the systems being evaluated already have seven or eight methods built into them for emergency notification. Mr. Serr indicated that he had a demonstration from one of the vendors earlier today and he went into the web site and typed in a message and it called his cell phone within 30 seconds of his pressing send. He did not pick up the cell phone and the system recognized it was voice mail and left a message. Trustee May asked if there was a way to get this information to different areas and if there were speakers outside of the building, as well. Many of these systems can interface with our internal PA systems, also. We already have the ability to send different messages to different areas and there are speakers outside of our buildings. Trustee Block wondered if this was something that we could put out as a press release advising the public that JJC does have procedures in place for emergency situations. President Proulx stated that Trustee Dystrup recommended that administration do a letter to the students via the *Blazer* addressing safety concerns.

9.8
Chairman's
Report

Chairman Wunderlich indicated that everyone had the agenda for the Board retreat on Saturday. Chairman reminded the Board that Thursday evening was the Alumni Comedy night and wished everyone a Happy Easter.

Trustee May moved, seconded by Trustee Block that the Board recess to a closed EXECUTIVE SESSION (8:17 p.m.) for the purpose of discussing:

2 (c) 2

2 (c) 6

2 (c) 8

The motion **carried.** Ayes: May, Mihelich, O'Connell, Block, DeLaney, and Wunderlich. Student Trustee Wilson favored the motion.

Return to
Regular
Session

Meeting resumed at 9:09 p.m. **Trustee Block moved,** seconded by Trustee May to resume the Regular Public Session. Motion **carried** unanimously. A voice vote was taken. The motion **carried** unanimously.

Trustees Present: Susan Block Barbara DeLaney
Jeff May Andrew Mihelich
Daniel O'Connell Robert Wunderlich

Student Trustee Wilson was present for the meeting.

10
Adjourn

Trustee May moved, seconded by Trustee DeLaney for the meeting to adjourn at 9:10 p.m. A voice vote was taken. The motion **carried** unanimously.