1.0 Call to Order

The regular monthly meeting of the Board of Trustees of Joliet Junior College Illinois Community College District #525 held at, Joliet Junior College, 1215 Houbolt Road, Board Room, Joliet, IL was called to order by Chairman Wunderlich at 5:32 p.m. on Wednesday, April 10, 2019.

1.0.1 Roll Call

Trustees Present: Maureen Broderick, Jake Mahalik

Alicia Morales, Dan O'Connell, Mike O'Connell, Bob Wunderlich

Student Trustee Present: Alonso Rodriguez

Trustee Absent: Patty Deiters

Welcome

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

Pledge

Ms. Kelly Rohder-Tonelli led the Board in the Pledge of Allegiance.

1.0.5 Public Comments

Chairman Wunderlich indicated that we do not have any requests to speak before the Board this evening.

1.1 Insurance Report

President Mitchell invited Mr. Dave Torri, Senior Vice President of Gallagher Benefit Services to the podium. Mr. Torri thanked the Board for the opportunity to present the good news to them this evening. Mr. Torri indicated that he has a power point which consists of the following: Health Plan Renewal Highlight for the 2019 renewal; JJC only has a 0.9% increase which is excellent in comparison to composite medical trend of a 5.9% increase; JJC experienced positive claims coming in lower that expected; the prescription benefit contract has enhanced savings; paid rebates were $280,624 for July 1, 2017 – June 30, 2018; noted that paid rebates for the previous full plan year were $77,424; Highlighted the HMO renewal figures noting that we had 41 members take the HMO; highlighted the dental renewal, Vision renewal and Life & LTD Programs. Other updates were: Telemedicing was added January 1, 2019; ACA Updates indicating Cadillac plan tax has been extended to 2022 and is being monitored; and the Inside RxPets medicine program. Trustee Broderick asked if the PPO plan had different options such as a different price for the offering of 90% coverage, 80% coverage rather than 100% coverage. The lower coverage typically would be a cost savings to the employee. Mr. Torri indicated that the PPO does not cover 100%, but we offer the HMO with better costs for more employees. There are no tiers within the PPO plan at this time. Trustee Broderick commented that she carries the 90% and pays a smaller premium because she is responsible for 10% payment of costs incurred. Trustee Broderick asked that we explore adding different tiers to our PPO plan. Trustee Morales also inquired about offering different options for our insurance plans.
with different tiers. Administration indicated that this request would have to go to the insurance committee for further study. Mr. Torri commented that his company could design several different options for these insurance plans but costs would be shifted to employees. Trustee Broderick commented that she feels we are in a cost sensitive mode and we should explore the suggestions. Chairman Wunderlich indicated that these suggestions need to go through the insurance committee for study and recommendations. President Mitchell stated that we can do this, but stressed that she was very pleased with the 0.9% increase and that we have done significant work in this area. Ms. Carter reported that our current offer is 80/20 under the PPO plan. Trustee Morales asked who represents the insurance committee and how often they meet. Ms. Carter stated that there are various staff from across the college community and they usually meet once a quarter. Trustee Broderick asked if there was a telemedicine fee. Mr. Torri stated that there is an overall telemedicine fee but that is more than offset by claims savings.

Chairman Wunderlich requested that Gene Shea and John Ferch be added to the moment of silence.

Chairman Wunderlich recognized everyone in the audience this evening as special guests.

Chairman Wunderlich read the recognition resolution from Senator Pat McGuire for the JJC Culinary Arts Coach and Team Gold Medal Winners. Each team member and the coach received a resolution. Chairman Wunderlich congratulated Chef Bringas and the Culinary Arts Team for being Gold Medal Winners.

Chairman Wunderlich indicated that we have a recognition resolution from Representative Margo McDermed of Culinary Arts Chef Tim Bucci for CMC Certification. Ms. Kathy Hilton, Chief of Staff for Representative Margo McDermed, is present and will read the resolution. Ms. Hilton indicated that Representative McDermed is sorry that she could not be present this evening but she is in session in Springfield. Ms. Hilton commented that Representative McDermed wanted her to confer that the JJC Culinary Arts program is renowned throughout Illinois. Chef Bucci’s dedication to his craft and willingness to pass it on to his students does not go unnoticed. Ms. Hilton read the resolution and congratulated him for his outstanding achievement of receiving CMC Certification. Chairman Wunderlich thanked Ms. Hilton for coming this evening and congratulated Chef Bucci for achieving this outstanding CMC certification.

Chairman Wunderlich requested that Trustee Broderick read the resolution honoring JJC Culinary Arts Team Gold Medal Winners. Trustee Broderick requested that Coach Bringas and his team come forward to the podium and read the resolution honoring the team. Trustee Mike O’Connell moved, seconded by Trustee Dan O’Connell that the Board of Trustees of Joliet Junior College honor and congratulate Coach Bringas and the Culinary Arts Team members for winning the Gold Medal at State Cook-Off Championship. The motion carried unanimously. Ayes: Mike O’Connell, Broderick, Mahalik, Morales, Dan O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

Chairman Wunderlich requested that Trustee Morales read the resolution honoring Chef Tim Bucci for CMC Certification. Trustee Morales offered congratulations to Chef Bucci and read the resolution honoring him on his attainment of Certified Master Chef. Trustee Broderick moved seconded by Trustee Mike O’Connell that the Board of Trustees of Joliet Junior College honor and congratulate Chef Tim Bucci for his exemplary work and for attaining the title of Certified Master Chef. This prestigious CMC certification places Chef
Bucci and Joliet Junior College as the only college to have this attainment in the state of Illinois. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

1.4.1 Proclamation

President Mitchell invited one of our students, Anfal Abdeljaber, to the podium to read the Asian Heritage Month Proclamation. Ms. Annie Abdeljaber thanked the Board for the opportunity to read the Asian Heritage Month Proclamation. Trustee Broderick moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the proclamation designating May as Asian Heritage Month. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

1.4.2 Resolution

President Mitchell indicated that the Resolution for Rededication of William M. Zales Nature Trails will be read by Professor Andy Neill this evening. Mr. Neill commented that it was an honor and privilege to be here this evening and he will be making a point of reference to the Natural Areas resolution that he read in 1998. Mr. Neill proceeded to read the Resolution for Rededication of William M. Zales Nature Trails. Trustee Mike O’Connell moved seconded by Trustee Mahalik that the Board of Trustees approve the Resolution for Rededication of William M. Zales Nature Trails. The motion carried unanimously. Ayes: Mike O’Connell, Broderick, Mahalik, Morales, Dan O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

1.4.3 Faculty Union Report

Dr. Bob Marcink, President of the Faculty Union, thanked the Board for the opportunity to address them this evening. Dr. Marcink indicated that he was very happy to hear the report earlier this evening from Gallagher. He knew that we were keeping costs down for our insurance packages and believes this is a result of everyone working together to do what is necessary when times were tough. We are always interested in exploring opportunities that help the college and employees find options that are better for them at a cost that is right and is sure that the insurance committee will be meeting to further explore the suggestions made this evening. Dr. Marcink commended the Natural Sciences Department for all the work that they do in preserving our Natural Areas. The Faculty put many hours into the preservation of these Natural Areas as do our students. This is a benefit to all of us at the college and in the community. Dr. Marcink recognized the culinary arts team for the great job that they do at the college and for winning the gold medal. What an outstanding achievement for Chef Bucci on CMC certification and what an honor for JJC to have Master Chef Bucci on our Faculty. The Culinary Arts faculty and program are amazing. Dr. Marcink offered congratulations to Jake Mahalik and Mike O’Connell on their re-election and thanked them for being willing to serve and for doing the work on this board. Dr. Marcink congratulated Ms. Nancy Garcia on winning a seat on the board in the recent election and indicated that the Faculty is looking forward to working with her. Dr. Marcink thanked the college and Ms. Kristi Mulvey for the outstanding event, Night of Stars, and for the Susan H. Wood Hall of Fame Award that he received.

1.4.4 Adjunct Faculty Union Report

There is not an Adjunct Faculty Union report this evening.

1.5.1 Regular Meeting

Trustee Broderick moved, seconded by Trustee Dan O’Connell that the minutes of the Board of Trustees meeting held on April 10, 2019 be approved with the following revision: Trustee Broderick requested that the minutes of April 10, 2019 reflect that according to a University of St. Francis press release of September 18, 2018, it was stated that their enrollment grew by two percent. At the April 10, 2019 board meeting, it
was reported that the University of St. Francis had a 10 percent increase in enrollment which was not accurate, and should reflect a two percent enrollment growth. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

1.6 Communications

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

1.7 Agenda

Trustee Broderick moved, seconded by Trustee Dan O’Connell that the agenda be approved as presented. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

1.8 Consent Agenda

Trustee Broderick moved, seconded by Trustee Mike O’Connell that the items identified as consent agenda items be approved. Trustee Morales requested that agenda item 4.2.1, 4.2.5 and 4.2.6 be pulled from the consent agenda.

2.1.1 President recommends appointment of department chairs, 2019-2021

2.2.1 President recommends approval of the correction of sick leave days on the March 13, 2019 approval of appointment of the faculty resulting from the academic advising redesign

2.2.2 President recommends approval of the correction of approval of appointment of one professor, gap advisor, career & technical education

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

2.9.2 President recommends approval of faculty columnar advancement schedule

4.1 The President recommends approval to pay the listing of bills for the period ending March 31, 2019 as presented

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

4.2.2 Bid: Lab Room Flooring Rebid

4.2.3 Contractual Service: Hyland - Maintenance

4.2.4 Professional Service: Baker Tilly Virchow Krause

4.2.7 Sole Source: Assessment Technologies Institute

4.2.8 Sole Source: Clear Channel Outdoor

4.2.9 Sole Source: Daily Herald Media Group-Reflejos

4.3 Treasurer’s Report

4.4 Financial Report

8.10 Approval and Third Reading Board 1.64.00 Board Policies- Maintenance and Distribution

8.11 Approval and Third Reading Board Policy 2.04.06 Disability Benefits (modification # 2.4.5)

8.12 Approval and Third Reading Board Policy 2.04.09 Tuition Waivers for JJC Classes for Part-Time Employees (modification # 2.5.5)

8.13 Approval and Third Reading Board Policy 2.04.17 Certification to Return to Work (modification #2.4.3)

8.14 Approval and Third Reading Board Policy 2.04.18 Retiree Benefits & Tuition Waiver (modification #2.5.3)

8.15 Approval and Third Reading Board Policy 2.08.01 Drivers License (modification # 2.2.16)

8.16 Approval and Third Reading Board Policy 2.16.02 Drug Free Workplace (modification # 2.2.21)

8.17 Approval and Third Reading Board Policy 2.18 Gifts to Staff Members (Rescind)

8.18 Approval and Third Reading Board Policy 3.08.00 Student Code of Conduct
(modification # 3.8)

8.19 Approval and Third Reading Board Policy 3.18.00 Students and the Public (modification # 7.3)

8.20 Approval as Final Reading of First Reading Board Policy 2.04.07 Military Leave

The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

4.2.1 Bid

Trustee Broderick moved, seconded by Trustee Mike O’Connell that the Board of Trustees of Joliet Junior College approve the Bid for Audio Visual Equipment. Trustee Morales commented that we have a bid for audio visual equipment in the amount of $45,189 and asked in which building this equipment will be placed. Mr. Serr stated that this is part of our annual replacement program for classroom audio visual technology. The replacement schedule is for every four to five years for projector equipment in classrooms, so it could be in various buildings throughout the college. Trustee Morales asked if we are replacing them just to replace them or do they actually need to be replaced. Mr. Serr indicated that there is maintenance to the equipment throughout the years just to extend the life of it and the equipment is only replaced when needed. Trustee Morales asked how many projectors we were looking at purchasing. Mr. Serr stated that projectors run around $1,000 each, so approximately 45 projectors will be replaced. Trustee Morales commented that these would be in different locations throughout the college, correct. Mr. Serr stated that was correct. Trustee Mahalik asked what the life span of the projectors was typically. Mr. Serr stated the expected life span was around five years, but sometimes we get more than five years life from the projectors. Trustee Morales asked if we anticipate spending this much again next year. Mr. Serr stated that we budget this much every year and with the growth of our campuses, we have had to do a modest increase to the annual budget. Mr. Serr commented that assuming the college campus environment stays the same, the anticipated budget amount should remain about the same. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

4.2.5 Professional Services

Trustee Broderick moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the Professional Service for Program Manager ERP. Trustee Morales stated that this item is for professional services for our ERP program manager and knew that there would be dollars but there were no dollars indicated in our board packet; however, today we were given a green sheet stating the dollar amount. The cost is $180 per hour and asked how many hours we were anticipating the need for the program manager. Mr. Serr commented that he would like to ask that Mr. Galick also add anything that he wishes to clarify the costs, should he miss something. Mr. Serr stated that it is anticipated that the time-frame would be approximately two years, but could go beyond this amount of time. There will be times when the program manager will be here less time; however, there will be times when this program manager is here for 50 – 60 hours per week. Especially when the modernization becomes intense during actual changing of the systems, Mr. Serr stated that, with that being said, the budget is built on the expectation that we will have a full time person for a course of two years, about 2000 hours. This is a contract position so the college will not be paying any benefits and the contract is time and material based so we only pay for the actual hours worked. This company will provide all of the details that go into the request for payment for work performed. Trustee Broderick asked if the budgeted amount was under $400,000. Mr. Serr stated yes and that is part of ERP modernization program budget. As the Board is aware, we engaged Gartner to help us with the readiness assessment earlier this year and this is one of their recommendations. This person will have the experience in helping us
work through the transformation of the ERP modernization, as they will already have worked through this type of project. President Mitchell stated that this person will be the conduit between the company we select and the college, similar to what we do with construction projects. This person will be responsible for watching the budget to ensure that the vendor stays on target. This person will also work with an identified executive committee and sub-committees to go through each piece of the roll out of the project. This person will play an integral part of the project and report to the executive committee and myself. A report will be provided to the Board as the project moves along. President Mitchell stated that she is very comfortable with the Gartner recommendation to hire this individual for the project. Keep in mind, too, that our current system has to continue running during this ERP modernization project. Mr. Serr and his team will be responsible for running our current system and working with the ERP person throughout the process. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

4.2.6 Trustee Broderick moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College approve the QBS for Architectural, Engineering and Environmental Consulting Services for Capital Improvement Projects. Trustee Morales asked which campus and what the location is for this agenda item. President Mitchell stated that this is actually for multiple projects throughout the next five years and asked Mr. Galick to provide additional information. Mr. Galick indicated that once every five years we go through this QBS process to create an inventory of professionals that we can call on for small to medium size renovations building facilities related projects. In the list you will see some architects, some civil engineers, some mechanical, electrical and plumbing engineers, all of whom are on call to satisfy our needs on smaller projects. A scoring system was used for the selection of these individuals. These firms will be used for projects less than $25,000. By voting yes on this resolution, you are giving the college the authority to employ these firms as needed for projects for less than $25,000. For projects over $25,000, we may or may not employ these firms, but they would be part of a public bidding process. Trustee Morales commented that those firms listed on the green sheet would be the firms used and would projects over $25,000 be brought to the Board for approval. Mr. Galick commented that yes, any project over $25,000 would be presented to the Board for approval. Trustee Morales asked if right now we were just approving the firms because there is no dollar amount on the information. Mr. Galick stated that was correct, just the firms listed on the sheet. Chairman Wunderlich stated this is like a group of individuals that are already pre-qualified. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

6.0 Trustee Broderick indicated that she would like to thank Kristi Mulvey for such a phenomenal Night of the Stars event. Dr. Bob Marcink looked wonderful and gave a great speech and we are very proud of him. Trustee Broderick congratulated the recent election winners: Jake Mahalik, Mike O’Connell and Nancy Garcia. Trustee Broderick commented that she had some concerns about some platforms that some of our candidates did while campaigning. One platform was dual credit and one candidate was taking full credit for it and knows that the college leadership was the group responsible for the recent change on fees for dual credit students. Trustee Broderick asked Dr. Mitchell to explain the process behind the recent dual credit fee. President Mitchell indicated that she, Dr. Fletcher and his team, as well as Dr. Naze have continued to work with our superintendents and high schools for approximately one year. When the dual credit fee was originally announced it was for a much higher fee. We listened to the concerns that were voiced and formed a committee with representative superintendents
and identified reduction and possible opportunities on working together to strengthen collaboration. We came back with a recommendation for a lower cost per credit hour for the dual credit students. We then went back out to the superintendents and took additional feedback and as a result of this, we proposed a reduction of the fee to $50 per course for dual credit students. We also agreed that we would not charge any free and reduced lunch students. We agreed that any of the dual credit students that transferred to JJC would receive these dollars back if they come to the college within 15 months after high school graduation. If the student were to enlist in our Country’s military services, they have 15 months from the time they return to use the monies that were being held for credit back at Joliet Junior College. Dr. Fletcher asked if there was something more specific that Trustee Broderick would like answered. Trustee Broderick commented that she was just looking for administration that worked on the dual credit to explain the details of the dual credit charge to the students. There is so much false information that goes out as a result of campaign platforms and wanted the actual process to be explained in more detail to everyone to clarify that we were the ones for making the changes to the dual credit program fee. Dr. Fletcher indicated that we are currently working with our high school partners on rolling out the collection of the fee so that it is seamless for the student. Trustee Broderick asked if we feel that by doing this dual credit fee we are looking for increased enrollment at the college; because we will be giving the dollars that the dual credit student spends to enroll in the course back to them when they come to the college within 15 months after graduation. President Mitchell stated that we are hopeful that this will help to increase the matriculation rate from our feeder high schools. We are helping them to see that we can provide an excellent education at a much lower cost, whether they come for a certificate or a two-year degree or transfer to a four-year college after attending JJC, the cost is much lower than going to a four year college. Chairman Wunderlich commented that we know that the state is currently considering a certain dollar amount for the dual credit courses and it his understanding that Joliet Junior College will follow that mandate if it is developed. Dr. Fletcher stated that we all agreed that JJC would charge whatever is mandated by ICCB.

Trustee Broderick indicated that there was also a concern regarding our updated technology and asked Mr. Serr to give an overview on our technology. We want to make sure that we are clear on where we are at with technology. Everyone on this Board works hard and the correct information should be disseminated to the community. Mr. Serr stated that we are in the midst of an Enterprise Resource Planning (ERP) modernization project at JJC. Our core mission critical systems, human resources, finance and student system are in need of an update as we have been using the same company for 30 years. About three years ago, we were involved in the strategic plan, the student enrollment management plan and we were awarded a Title III grant which fueled a lot of conversation throughout the college about planning for the future. So much so that our number two strategic goal is to improve data accessibility and integrity. Part of this number two strategic goal was fueled by frustration in the ability to access information from our current system. We have a massive amount of data that we house here in about 40 to 50 systems. Our core system is unable to do all of the things needed to serve our students and has resulted in small patched applications to help us to do so. These newer applications now live in the cloud which is off-site and not hosted here at JJC. In trying to link through these more modern systems has become very challenging, very resource intensive and costly. It has created a very complex technology environment to manage and maintain on a daily basis. We need to serve the technology needs of our students at the college. About three years ago, we began to assess the needs of technology around our mission critical systems. This led us to start a committee to begin documenting our technology assets that we have to serve our students. This led us to publish a RFP to see who would respond to provide modernization of our technology systems. We had seven
responses, four were solution providers and three were implementation firms or professional services firms. We brought the four solution providers on campus to give presentations and narrowed our choice down to two finalists. We brought the two finalists on campus for two days each where we planned an agenda for our mission critical areas. We brought the two finalists back recently for a solution proof of concept on our mission critical areas. We do have some due diligence to do, but we are hoping to bring our recommendation on the company for the ERP solution implementation and at the very latest it would be June which would include the costs. Tonight we had the RFP program manager position on the agenda for approval. This person will start ahead of the roll out of the new system to do the groundwork needed. This will be the largest business process and technology transformation that the college has undertaken in the last 30 years. We expect that it will transform the experience for our students now and in the future. We are hoping that this system will be with us for many years to come. In line with the college’s vision to be first choice, we are the leaders with this specific initiatives and many community colleges will be watching the results of the implementation of this system. This is a reflection of Joliet Junior College being on the leading edge and true to our vision of being first choice. Trustee Broderick commented that the key is in the ignition, the engine is started and administration is doing what they need to do to put the car in park and let the transformation begin. Trustee Broderick stated that when she attends the ICCTA meetings they are always looking to see what Joliet Junior College is doing; we are the first community college and we are looked at as a reference point.

Trustee Broderick indicated that the next item she would like to address is the enrollment. We do spend a good deal of money in marketing and there are joint efforts to accomplish good marketing tools and getting the good work of JJC announced to our community. Trustee Broderick requested that Ms. Rohder-Tonelli share what marketing is doing to foster additional enrollment at the college. Ms. Rohder-Tonelli commented that she would also like to talk a little bit about sharing accurate information. Since she began her career at JJC 12 years ago we have come such a long way. We used to send paper news releases to five newspapers. We now work in five social media channels which is very robust and we work diligently to make sure we get our information out there so everyone can be informed. Our marketing has also changed and noted that we take 12 percent of the budget and target our Hispanic population with advertising. We have increased our ads digitally through Clear Outdoor Channel, which is in Frankfort and Joliet which is a new venue for JJC. We have placed an emphasis on grass roots efforts to our community. We have a Create Your Future Box which is our marketing tag line for the year. We do know that when students fill out their admissions application and answer the question on the application that asks how did you find out about Joliet Junior College, the majority indicate that it is because of a referral. We have tried to capitalize on this by building a more robust grass roots campaign, meaning that we would hand out these Create Your Future Boxes through our President’s Ambassadors Group which is comprised of 50 individuals. These Ambassadors represent organizations across our seven county district and go out and share the good news and what a great resource Joliet Junior College is to the community. Since last September, we have distributed over 300 of these boxes to the JJC community. The boxes can be customized depending on the group we are speaking with and can include Spanish speaking materials. Moving forward to the start of this year, we developed interesting and pertinent information of the college on one sheet of paper. We are hoping that people will refer to this sheet for accurate information on the college when they are discussing facts in the community. This sheet has been distributed to the Board of Trustees, President’s Cabinet and our 50 Ambassadors. We have also ramped up President Mitchell’s media profile. In January, President Mitchell was at WJOL talking about all of the themes on the JJC information sheet. In March, Dr. Mitchell had an editorial published in the Herald News which covered all of the topics in the JJC
information sheet. We are trying to focus on the fragmented information landscape and while the Herald News is a print publication they also have a digital paper and social channels. Ms. Rohder-Tonelli commented that when President Mitchell speaks people listen and when President Mitchell writes people read her information. We know this because when we shared her editorial on our facebook page, we had a reach of over 7,000 people reading that information. Just to give you a context, a typical post would receive about 2,000 people reading the information. On twitter we had 817 impressions from the publication of the editorial letter. We have great information out in the community, but it is very scattered. We have found ways to condense the information and share this information such as the JJC information sheet. Trustee Broderick commented that at ICCTA they have stated that low enrollment is an issue for not only two-year colleges, but also four year colleges throughout our country. They have been talking about doing a joint community college marketing campaign for our state and wondered if they have reached out to JJC. Ms. Rohder-Tonelli stated that JJC is involved and it is actually a geofencing opportunity. Trustee Broderick commented that she is happy to hear that because we all know that enrollment is an issue throughout all 50 states, not just Joliet Junior College.

Trustee Broderick stated that she would like to discuss the cost of tuition and real estate taxes. As a point of reference on her own home, in 2016 she paid $280.79 and in 2017 her tax bill decreased to $279.24 for district 525 which is Joliet Junior College. During campaigns Trustee Broderick would love to see accurate discussions on our costs for real estate taxes which are less than 4 percent and we should look at our tax bills to see that we are not going out of control with increasing taxes to our residents. In terms of tuition, before it was increased due to lack of state funding, we had discussions with our student trustee and our students. We had meetings to discuss the reasons and to explain to them that we were in a situation that was forcing us to recommend the increase. The students understood. This Board agreed to give back the portion of the tuition increase related to the lack of state funding to our students, if funding did come through. Because we did receive some state funding, we were able to give back $2.2 million in debit cards to the students that funded the tuition increase. This was unheard of, but we had agreed to do so and our students were very appreciative of the refund. We are very watchful of our funds and budget reductions are ongoing and continuous. President Mitchell commented that was correct. Trustee Broderick asked how long our budget has been balanced. President Mitchell stated that the budget has been balanced for 46 years. We have a very progressive and watchful president that watches our budget carefully as does this Board. We encourage budget reductions wherever possible. When candidates choose their campaign platform, it is very important to have the right facts when speaking to the community about topics such as real estate taxes, enrollment and budget. All seven board members and our CEO are doing our jobs to be fiscally responsible to our taxpayers and students.

Trustee Broderick indicated that we are a policy board and we cannot micro-manage the employees of JJC. President Mitchell is our only employee and that being said, she is accountable to the board. Trustee Broderick suggested going forward that we no longer give names out when presentations are used and when talking about people, rather we number code them so the board does not know who the people are so that would eliminate the opportunity to micro-manage employees.

Trustee Morales indicated that she would also like to comment on the information Trustee Broderick just spoke about. Trustee Morales does not feel that Dan McDonnell was taking full credit for the dual credit course fee charge. Rather he stated that he worked hard to bring the issue up to our board and Trustee Morales feels that he did work...
hard on this subject and many conversations were had with our college president and vice presidents to work with local schools to bring that number down. Trustee Morales stated that she wishes that the board would have been better informed throughout the process because when the fee was reduced to $50, both she and Trustee Deiters knew nothing about the reduction. It was very fast paced at the end before the dual credit fee came to the board for a vote. Trustee Morales commented that she does not feel, nor does she think that the constituents took it as Mr. McDonnell was trying to take credit for the dual credit fee situation. During campaign season people will push as hard as they can to get the votes. Trustee Morales indicated that in terms of enrollment, one thing that she would like to see, because we seem to say enrollment is down everywhere and we seem to become comfortable or complacent and say that it is ok to have low enrollment and really it is not okay. Trustee Morales stated that she doesn’t want us to continue to compare ourselves to every other community college in the country. Because we are not like every other community college. We are America’s first community college. If we compare ourselves to our local community, for example in Joliet at the University of St Francis enrollment is up 10% which is $30,000 in tuition. They are thriving and students are choosing them. So we have to take a minute and think what can we do better. One thing we can do better is instead of spending a ton of money on marketing, which is necessary, we need to enhance our internal student customer service. Trustee Morales indicated that she received a complaint today from a student that is coming to JJC. This student works full time and is taking all kinds of classes and asked about our prior learning assessment, that isn’t out yet. One of the counselor’s asked how she even knew about it because it was not even being offered at this time. The student mentioned Trustee Morales’ name and the counselor gave her a dirty look for mentioning the name of Trustee Morales. This is an example of poor customer service and we need to work on it both verbal and non-verbal. We really need to take a look at this and make sure we are giving good customer service to our students which will definitely help enrollment. If USF’s enrollment is up there is no reason why we can’t increase ours. Trustee Morales indicated that even though the property taxes for JJC are only 4%, it is still money coming out of taxpayers pockets and people will be sensitive to that regardless. Trustee Morales stated that she would not want anyone feel as though they cannot talk about these issues during campaigns. People will discuss whatever they feel is necessary and they have every right to do so. Trustee Morales commented that as far as other issues she would also like to ask this board to consider adding an agenda item to vote on under new business next month. Trustee Morales would like to propose that the evaluation process for our president take place before voting on the merit increase, not after the increase has been granted. She would like the board to collaboratively come up with the evaluation criteria because right not it does not look like that is happening and she would like to see it happen. Trustee Morales would like to request that the increase be tied to the evaluation criteria, such as a pay for performance type of increase. Trustee Morales indicated that she would like to see that system used for everyone in the college and perhaps we could revisit this suggestion. Trustee Mike O’Connell indicated that he is not totally sure, but he believes that USF just started participating in dual credit classes which could account for the spike in enrollment for the university. Trustee Morales asked if the enrollment increase was ten or thirty percent, because she did hear 30 percent somewhere. Trustee Mike O’Connell stated that he did not know what the percent of the increase was for enrollment. Trustee Broderick stated that as she previously reported, some schools are bringing back certain sports to help increase enrollment and noted that Trustee Mike O’Connell and his brother Pat, were responsible for bringing back wrestling to JJC.

7. & 8. There were first and second board policy readings in the packet.

9.1 Trustee Broderick requested that Ms. Kristi Mulvey give the Foundation Report this
Foundation Report evening. Ms. Mulvey reported that: First of all, I would like to thank Trustee Maureen Broderick for attending this year’s Night of Stars Event. We had a wonderful celebration on April 4th with well over 220 attendees. The college continues to value the relationships of our friends, alumni, businesses and employees that donate funds to the Foundation to benefit our students. The scholarship application process is open until May 1, 2019. Students can access the application through the college website. The Foundation High School Merit Scholarship process was closed on March 14th and all recipients have been chosen from all of our 29 feeder high schools to receive an award of $3400. The Awards for Excellence and Innovation grant applications are due to the Foundation Office this Friday. The Foundation will award another $50,000 for internal grant projects that support projects, programs and equipment where funds are not available through the college normal budget. Our Employee Giving Campaign kick-off was Tuesday of this week. So far we have raised $70,000 and 11 new employee donors have made gifts to the Foundation. The campaign runs until April 26th. The next Foundation Board meeting is the Executive Board next Wednesday, April 17th in the Board room at 7:30 a.m. Ms. Mulvey offered condolences on behalf of Amanda Quinn and herself to Trustee Mike O’Connell on losing his brother Pat. Ms. Mulvey commented that they so enjoyed working with Pat to get the wrestling program up and running. They worked closely on the phone and he worked tirelessly on fundraisers to bring in money to start the program. We have a large endowment now to help keep the wrestling program running.

9.2 ICCTA Report Trustee Broderick indicated that the ICCTA Board of Representatives will be meeting in Springfield on April 30th and on May 1st we will be lobbying our legislators to address concerns at the community college level. Trustee Broderick indicated that she will be discussing the issue of our ability to do background checks on community college candidates that are running for our college board. She will explain the rationale behind this at a later time.

9.3 Student Trustee Report Student Trustee Rodriguez indicated that he would like to share the following report this evening. Student events were: Transfer Student Lunch Bunch on March 16th; Empty Bowl Project Bowl with funds going toward the JJC Emergency Fund on April 30th; Emerging Leaders session was held; an Adult Lunch Bunch was held; Nerf War Event was held on March 26th; Unity Walk hosted by Latinos Unidos on March 27th; and hosted Board of Trustee Candidate Forum.

9.4 Buildings & Grounds Report Trustee Mike O’Connell indicated that the committee met before the meeting tonight. The QBS for Architectural, Engineering and Environmental Consulting Services for Capital Improvement Projects was approved tonight. There were 699 businesses notified electronically of this QBS, with 28 responses. Projects status reports and upcoming bids were reviewed. There is a minor problem with the steam lines replacement project with five out of the 23 boilers; we are withholding funds until this situation is fixed and we are satisfied. The solar panels which were scheduled to begin in the spring has been changed to begin in July and August and should be complete by October. This delay is because of state funding. Trustee Dan O’Connell reminded everyone of Earth Day.

9.5 President’s Report President Mitchell indicated the following: As you know, the Board approves academic, month-long proclamations throughout the year. We do not want to minimize areas of importance when there is a week of recognition, so going forward I will share these with our community through the president’s reports.

Celebrated during the week of May 6 to May 12, National Nurses Week recognizes the legacy of Florence Nightingale, a pioneer nurse best known for her compassionate care.
of British soldiers fighting in the Crimean War in the 1850s. Like nurses of today, she was also known for her ability to lead, to organize, and to get things done. May 12, 2019 would have been her 199th birthday! This week is also a time for individuals, health care providers, employers, and community leaders to recognize the incredible impact of the US’s approximately 4 million registered nurses. Their role in society is much more than just a provider of care. They are advocates, teachers, leaders, critical thinkers, change agents, and innovators who are truly the heart of the healthcare system. Each year, the American Nurses Association identifies a theme. The 2019 theme is “4 Million Reasons to Celebrate.” Joliet Junior College observes National Nurses Week to honor the men and women who dedicate their lives to healing and promoting the health of their patients and communities. Thank you to our nursing department as well as all of our nurses throughout the country.

In 1962, President Kennedy established May 15th as Peace Officer Memorial Day and the week as Police Week. Since the year 2000, 3,168 American Police Officers have given their lives in the line of duty or an average of 175 per year. On behalf of Joliet Junior College, I would like to recognize all of those who gave their lives for the safety of our citizens, and continue to protect and serve their communities. Thank you to Law Enforcement personnel from across the nation, the State, District 525 and our own Campus Police for their valuable and ongoing contributions to the college’s safety and security on a daily basis.

Congratulations again, to our Culinary Arts Team and to Chef Tim Bucci for their outstanding achievements.

I have great news to share related to our CIOS Department Cisco Academy at Joliet Junior College. Both Professor Martin and Joe Sullivan are the recipients of Cisco’s highest honor for the Cisco Academy having received the “Cisco Instructor Excellence Expert” award. Cisco confers this to the top 10% of instructors globally. As a special note: there are no other colleges in Illinois or the surrounding states receiving this honor and having two instructors receive this at the same college is outstanding. We certainly couldn't do this alone. Thank you for the support from our Administration, Department, and Support staff for helping make us a truly outstanding Academy! Our Academy is also a nine time recipient of this award by Cisco.

The annual employee recognition event was held on April 4, 2019 with over 120 faculty and staff members being honored for their years of service ranging from 5 years to 40 years for a total of 1,375 years of service! Core Values recipients and retirees were also honored at this event. President Mitchell thanked Trustee Mike O’Connell for attending this event.

President Mitchell thanked all employees, faculty and staff, for all of your collective efforts to continue to make Joliet Junior College the first choice to enhance and provide success for our students. President Mitchell stated that it is because of all of you that we continue to succeed and we will increase our enrollment and we will be first choice.

Trustee Mike O’Connell commented that President Mitchell forgot to mention that this year they had a special award for all of the core values and that award was given to our President, Dr. Judy Mitchell.

Chairman Wunderlich indicated that he would like to congratulate Dr. Bob Marcink and all of the recipients of awards at the Night of Stars event. Congratulations to Trustees Mahalik and O’Connell for being re-elected and congratulations to our new Trustee,
Nancy Garcia, on winning the election. Chairman Wunderlich stated that he is very much looking forward to working together on the Board. Chairman Wunderlich read a letter from the Will County Sheriffs Department. It was a congratulatory letter from the Will County Sheriff’s Merit Commission from Director, Pamela Taylor recognizing the outstanding work of our employee, Janet Graham, for the past 17 years who conducts power testing for deputy applicants and for correctional officers agility tests.

Closed Session
Trustee Dan O’Connell moved, seconded by Trustee Mahalik that the Board of Trustees of Joliet Junior College go into closed session (7:07 p.m.) under open meetings act 2 (c) 1 and 2 (c ) 2. The motion carried unanimously. Ayes: Broderick, Mahalik, Morales, Dan O’Connell, Mike O’Connell and Wunderlich. Student Trustee Rodriguez favored the motion.

Return to Open Session
Trustee Dan O’Connell moved, seconded by Student Trustee Rodriguez to return to regular session of the Board of Trustees of Joliet Junior College at 8:07 p.m. The motion carried unanimously. Ayes: Dan O’Connell, Mike O’Connell, Broderick, Mahalik, Morales and Wunderlich. Student Trustee Rodriguez favored the motion.

10 Adjourn
Trustee Broderick moved, seconded by Trustee Mahalik for the meeting to adjourn at 8:08 p.m. A voice vote was taken and carried unanimously.