

MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES
OF ILLINOIS COMMUNITY COLLEGE DISTRICT 525
JOLIET JUNIOR COLLEGE

- 1.0 Call to Order The regular monthly meeting of the Board of Trustees of Joliet Junior College Illinois Community College District #525 held at, Joliet Junior College, 1215 Houbolt Road, Board Room, Joliet, IL was called to order by Chairman Wunderlich at 5:32 p.m. on Wednesday, March 14, 2018.
- 1.0.1 Roll Call Trustees Maureen Broderick Patty Deiters (exited at 6:40 pm)
Present: Alicia Morales Dan O'Connell
Mike O'Connell Bob Wunderlich
- Trustee
Absent: Jake Mahalik
- Student Sante Deserio
Trustee Present:
- Welcome Chairman Wunderlich welcomed the guests to the Joliet Junior College regular monthly Board meeting.
- Pledge Trustee Broderick led the Board in the Pledge of Allegiance.
- 1.0.4 Business Reports President Mitchell indicated that Rob Galick will be giving the Board some recommendations for Bond Refunding. Also present this evening is Tammie Beckwith Schallmo of PMA Securities. Mr. Galick gave a power point presentation which consisted of the following: history of financial fees; debt service deficit; and three different bond refunding options. Administration is recommending Option C. The recent board policy on professional services requires the college to go out with an RFP every five years, even if the current service provider is providing great services to the college. The debt service fee is in a deficit mode because the capital assessment fees that are received from the students were not received as projected. Last fall the Board authorized a payment of \$15 million to begin paying off the bonds. There will be \$5 million coming from reserves and then another \$10 million that is due from the state of Illinois that we are expecting to receive shortly. If we make that payment and we do the refunding of the bonds administration is recommending option C. Option C would extend our debt service for four years; have an annual shortfall of \$235,597; interest rate of 3.4; and have a savings of \$4.6 million. Trustee Broderick indicated that she would like to make a clarification from the last meeting in that it was not the PMA firm that caused the issues in her former board position with another school board. Actually, PMA was the firm that made the recommendation to not move forward with that transaction. Trustee Broderick indicated that in reviewing the scenarios she looked at where we were depleting debt from for the 2008 bonds and looked at the peaks for payments due. She looked at the costs for going out for four years, eleven years and zero years. For zero years, unless we get the money in, we would be cutting, cutting and cutting. Under the eleven year scenario, Trustee Broderick feels that it is just too long to extend the bonds and puts an addition \$4 million on the college. If we do Option C, the four

year extension, with a deficit of \$235,597 annually and a savings of \$4.6 million, this would be sustainable for the college. Trustee Broderick favors Option C as recommended by administration. Trustee Mike O'Connell asked for clarification on Option A. Under Option A, does the college pay an additional \$1 million each year? It was indicated that the \$1 million was a shortfall. Mr. Galick indicated that no motion is needed at this meeting, but they did want consensus of the Board as to which option they preferred so that PMA could proceed with the refunding of the bonds. Trustee Deiters commented that she prefers Option A because she does not like extending the debt further than is needed. Trustee Dan O'Connell asked if the State owes the college monies for operating funds. Mr. Heap commented that the State is fairly current, \$1.1 million from 2017; however we need the \$10 million from the State for this refunding to occur. President Mitchell stated that she actually signed the final paper work for the \$10 million and is told that it is in the processing stage and she is very optimistic at this point. Mr. Galick commented that under Option C we are extending our debt by four years; however under Option A we will have to take \$1 million out of our operating fund each year to make the payments. That million dollars that has to be set aside each year would have been monies that we could use for new initiatives, new programs and other needs to take JJC to the next level. Trustee Dan O'Connell favors Option C. Student Trustee Deserio would go with the administration's recommendation of Option C. Trustee Morales commented that with Option A we would not have the \$1 million to be put towards advancing the college with new initiatives and new programs. Trustee Morales stated that whatever option the board takes she does not want to see any more tuition increases. She is leaning toward Option A; however, because she does want to see new initiatives and growth, she will support the recommendation of administration for Option C. Chairman Wunderlich also supports Option C as recommended by the administration.

President Mitchell requested that Dr. Fletcher come to the podium to discuss course fees with the Board of Trustees. Dr. Fletcher indicated that this evening he would like to provide a rationale for the assessment of course fees. The course fees are used to purchase consumable supplies, instructional aides and smaller expenditures and equipment needs to maintain classrooms and labs. The course fees are a flat dollar assessment per course and are not assessed per credit hour. The impact of the proposed course fees to selected courses will yield \$11,120 in additional funds. Annually this department generates approximately \$75,000 across all course prefixes in fine arts. The course fees have stayed consistent for the past three years. During these three years the costs for supplies and aides have outpaced the collected course fees for this program by over 12% or \$10,000. Our EMS program is one of the fastest growing programs at the college. In the last three years we have seen over a 50% increase in enrollment. The first responder classes and the two emergency medical basic tech classes are continuing to increase and with the proposed \$10 course fee increase, it will yield approximately \$3,700 in new dollars. This would offset the rising costs of supplies and equipment costs to ensure that we are offering the students the best possible instructional programs. In regards to the Board's suggestion of administration meeting with the Foundation to ask for financial support in the area of course fees, the executive board of the JJC Foundation does not feel their mission is to support course fees for selected programs at the College. The Foundation Board reiterated to Ms. Mulvey that their first priority is scholarships and the next priority would be supporting innovative programs at the college. Trustee Morales asked if the administration had discussed the possibility of scholarships for these programs with the Foundation. Dr. Fletcher commented that we definitely could discuss this with the Foundation. Ms. Kristi Mulvey indicated that when we raised the tuition, the Foundation increased the amount of giving from 4% to 4.8%. When the students receive scholarships, their fees are covered for their classes. Ms. Mulvey stated that the focus of the Foundation is to continuously strive to create additional scholarships, equipment and new programs, not so much consumables. Trustee Morales inquired if there were scholarships available in the selected programs that we are talking

about this evening and if they are consistently awarded. Ms. Mulvey commented that we have several scholarships available in the fine arts programs and they are always awarded. Trustee Broderick asked what the total cost would be with the proposed new course fee increases. Dr. Fletcher commented that they would be in the \$14,000 range.

President Mitchell requested that Dr. Fletcher provide a brief update on the sabbatical request. Dr. Fletcher commented that the applications for the faculty sabbatical for 2018-2019 academic year were reviewed by the committee. The application of Jeffery Wisdom was recommended for receiving a sabbatical for the spring of 2019. Mr. Wisdom is a professor of philosophy and he will be going into the field to discuss different modes of thoughts and how they are applicable to the workforce today. He will also be continuing work on his book entitled *Morality*. Both of these areas will have an immediate impact on students. Trustee Mike O'Connell commented that there was a long discussion on sabbatical leaves for faculty members and it was pointed out that it really doesn't cost the college money because the faculty position is filled with adjuncts. Trustee Morales asked if there was a cost available of filling this position with adjuncts. Dr. Fletcher stated that he did not have that information available at this time, but would get the information for Trustee Morales. Trustee Morales asked what the time period is of the sabbatical leave. Dr. Fletcher indicated that it was for the Spring of 2019.

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| 1.2
Moment
of Silence | A moment of silence was observed for members of the College family, students, community leaders, or relatives thereof, who had passed away since the last meeting. |
| 1.3
Special
Guests | Recognition of special guests-none. |
| 1.4.1
Proclamation
Earth
Month | President Mitchell indicated that Dean Patty Zuccarello will be reading the Earth Month proclamation this evening. Ms. Zuccarello read the proclamation designating April as Earth month in Illinois Community College District 525. Trustee Broderick moved seconded by Trustee Morales that the Board of Trustees of Joliet Junior College approve the Earth month proclamation as read. The motion carried unanimously. Ayes: Broderick, Deiters, Morales, Dan O'Connell, Mike O'Connell and Wunderlich. Student Trustee Deserio favored the motion. |
| 1.4.2
Proclamation
Community
College
Month | President Mitchell indicated that the proclamation designating April 2018 as Community College Month in Illinois Community College District No. 525 will be read by Student Alfonso Rodriguez. Trustee Broderick moved, seconded by Trustee Mike O'Connell that the Board of Trustees of Joliet Junior College approve the proclamation designating April 2018, as Community College Month in Illinois Community College District 525. The motion carried unanimously. Ayes: Broderick, Deiters, Morales, Dan O'Connell, Mike O'Connell and Wunderlich. Student Trustee Deserio favored the motion. |
| 1.4.4
Faculty
Union | Dr. Bob Marcink indicated that the faculty supports the Earth Day proclamation. Over 600 JT West students participated in the Walk-Out to bring attention to school violence. This school violence is a grave concern for all of us and he is impressed with the number of intelligent and articulate students who are involved in these types of things that are happening around them. Dr. Marcink thanked Chief Comanda for attending a faculty union meeting earlier this month to address active shooters. His presentation was excellent. Dr. Marcink commented that he is proud to be a community college instructor. It is very gratifying to walk into a classroom of students that are engaging with one |

another and eager to learn. Dr. Marcink indicated that he is happy to be teaching at Joliet Junior College and in the community college system.

1.4.5
Adjunct
Faculty
Union

Dr. Al Kennedy stated that he would like to express his thanks to Chief Comanda as well, for his great presentation to the adjunct faculty on active shooters. Dr. Kennedy commended administration for having a module online regarding active shooters. This training module is so great for adjunct faculty because of their varied schedules. Dr. Kennedy indicated that just as Dr. Marcink stated, it is great to be teaching at JJC which is in the community college system. This semester he is teaching a second semester class in chemistry. They are doing calculations to understand the equilibrium processes of chemistry. This class has been very rewarding to him in that the students are doing the calculations and understanding the process. He has written letters of recommendations for students to get into pharmacy schools for his students. One of these students has told him how much she appreciates Dr. Kennedy's time and encouragement to move forward with pursuing pharmacy school. There are many students with the desire to go to pharmacy school, but don't pursue it and when there is a student with the ability and sincere desire to pursue this rigorous career, it is important that the faculty member takes the time to help them to succeed. This is one of the wonderful examples of why it is so great to teach in the community college system. Trustee Morales thanked Dr. Kennedy for such a great presentation and wished that every faculty member was as nurturing and caring as him. In light of the proposed course fees for certain programs and our quest for scholarships to offset the costs, would it be possible for you and Dr. Marcink to speak with your peers regarding the availability of scholarships and financial aid that are available to them. Dr. Kennedy commented that his department chair has indicated that it is the expectation that the faculty members communicate this information to the students. In fact two faculty members in the Natural Sciences department actually sought out and received Natural Science Scholarships for students and believes that there are actually about 20 scholarships available for students in this area. Dr. Kennedy commented that he feels the faculty is doing what Trustee Morales is suggesting. Trustee Morales indicated that she took classes at JJC 20 years ago, but recently she has come back as a student to take some classes and she has not experienced this dialogue. President Mitchell thanked Pete Comanda and Ed Vasil for their many safety programs and drills they have on campus. President Mitchell stated that she would also like to recognize Malinda Carter of HR for the creation of six or seven on-line training programs across the campus.

1.5.1
Regular
Meeting

Trustee Broderick moved, seconded by Trustee Deiters that the minutes of the Board of Trustees meeting held on February 15, 2018 be approved as submitted. The motion carried unanimously. Ayes: Broderick, Deiters, Morales, Dan O'Connell, Mike O'Connell and Wunderlich. Student Trustee Deserio favored the motion.

1.6
Communications

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

1.7
Public
Comments

No public comments at this meeting.

1.8
Agenda

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

1.9
Consent
Agenda

Trustee Broderick moved, seconded by Trustee Mike O'Connell that the items identified as consent agenda items be approved.

- 2.2.1 President recommends approval of sabbatical leave for one faculty
- 2.9.1 President requests acceptance of the report on replacement of full-
- 4.1 The President recommends approval to pay the listing of bills for the period ending February 28, 2018 as presented
- 4.2 The President recommends approval to award bids/contracts as follows:
 - 4.2.1 Professional Service-ATI Physical Therapy
 - 4.2.2 Professional Service-Genesis Healthcare
 - 4.2.3 Consortium-Midwest Computer, Inc.
 - 4.2.4 Sole Source Fanuc America Corporation
 - 4.2.5 RFP-Procurement Card Program
 - 4.2.6 RFP-Commercial Kitchen Equipment Service Contract
- 4.3 Treasurer's Report
- 4.4 Financial Report
- 4.5 Board of Trustees Approval of Credit Card Processing Fees effective July 1, 2018
- 4.6 Board of Trustees Approval of Student Technology Fees Effective Fall 2018
- 4.8 Board of Trustees Approval of Course Fees Effective Fall 2018
- 8.3 Approval and Third Reading Board Policy 2.01.13 Equal Opportunity in Employment and Education (modification)

The motion carried unanimously. Ayes: Broderick, Deiters, Morales, Dan O'Connell Mike O'Connell and Wunderlich. Student Trustee Deserio favored the motion.

6.
Board
Comments

Trustee Broderick commented that she will be running for the position of Vice President of Illinois Community College Trustees Association and asked for support from the Board. Chairman Wunderlich presented a letter of support to Trustee Broderick for this Endeavor.

9.1
Foundation
Report

Trustee Broderick requested that Kristi Mulvey come to the podium to give the Foundation Report. Ms. Kristi Mulvey indicated that she distributed a Foundation Pamphlet which gives information on ways to give to the college. Ms. Mulvey reported the following: The Foundation High School Scholarship Award process closes on April 1. One to two \$3,200 scholarships are given to a student from each of our 29 feeder high schools. For the Fall Foundation Scholarships the deadline is May 1, 2018. There have been 1000 students that have begun the application process with only 400 finishing the application. A mass email was sent to the students that have started but not completed the application. There is a FAFSA scholarship workshop today from 4-6pm. The Foundation has announced this year's Award For Innovation and Excellence Grant process. The deadline for faculty and staff to turn in grant applications for the \$50,000 provided by the Foundation is March 30, 2018. We will be awarding one \$25,000 award and the rest will be in \$5,000 increments. This year's Employee Giving Campaign will kick off on April 3rd and will run until April 24. Last year the campaign raised \$122,844. We're hoping to beat that number in support of our students. Ms. Mulvey indicated that there is an account within the Foundation that is for student emergency funds. Approximately 80 percent of the staff at the college give to this student emergency fund through payroll deduction. If our students are in need of funds for various reasons, they can come to the Foundation and we will do whatever we can to help them-such as not being able to afford the increased course fees. Trustee Morales asked if the criteria for this student emergency fund could be sent to her as information. Ms. Mulvey indicated that these funds are on a case by case basis. They have to be a JJC student for at least a semester; we like to see at least a 2.0 grade average; and can be either full-time or part-time. The request is evaluated on a case by case basis. We have done all different types of things to help our students. As an example: gas cards; food vouchers; car repairs; or

transportation passes. Many times we are contacted by Faculty asking for help for their students.

- 9.2
ICCTA
Report
- Trustee Broderick indicated that on February 11-14, Dr. Mitchell, herself, Kelly Rohder-Tonelli and Sante Deserio attended the ACCT Community College Legislative Summit in Washington, D.C. We met with Representative Hultgren's legislative assistant; Congressman Foster; Senator Duckworth; Senator Durbin; and also Jimmie Seeward from the Department of Education. Issues discussed were: Pell grants; federal loans; simplify and consolidate direct loan payment options; create better loan servicing and lowering of rates; support of the DACA program; reauthorization the Perkins grant; reauthorization of the Higher Education Act; and invest in education and workforce development. We did request that the Department of Education come to Joliet Junior College and they will get back to us on our request. We distributed information to our legislators on JJC at a Glance which was prepared by Ms. Kelly Rohder-Tonelli. We highlighted the affordability of community colleges in comparison to four year colleges. Dr. Mitchell and Trustee Broderick also attended the ICCTA meeting in Lisle this past weekend. The main discussion was dual credit at the meeting and the beginning of involvement of four year colleges in the program. The funding of MAP grants and the four year degree for Nursing was also discussed. The topic of sexual assault on the campuses was discussed and is a big concern. We need to encourage our students to vote. Today was the national student walk-out against violence on school campuses. President Mitchell indicated that the college is on spring break so we did not have any participation in the walk-out. Trustee Broderick encouraged the Board to attend the ICCTA meetings which are very informative. Some of the upcoming meeting dates are: Lobby Day for legislative visits April 18; regular meeting September 14-15; November 9-10; and ACCT annual leadership congress is October 24-27. We are also looking at hosting a regional meeting
- 9.3
Student
Trustee
Report
- Student Trustee Deserio indicated that he would like to talk about the student technology fees that were voted on this evening. We did survey approximately 150 students this past week that were attending Spirit Week events as well as talking with some students on extended campuses to get their feedback on the increase of technology fees. The majority of the students were in favor of the increase with the understanding that the technology infrastructure would be increasing. They have noticed improvements in this area and would like to see that continue. On March 28th student government is sponsoring a legislative forum here on campus in room A1002 from 11:30 a.m. to 1 p.m. and everyone is invited to attend.
- 9.4
Buildings &
Grounds
Committee
Report
- Trustee Mike O'Connell indicated that the committee met before the meeting tonight. There are several projects for the summer. The major project is the replacement of the steam lines and we had a very good response from vendors on this undertaking. The cell tower from central states that has been approved is going through the federal channels for approval which will take six to eight months.
- 9.5
Sustainability
Committee
- Trustee Morales indicated that she was unable to attend the Sustainability Committee meeting due to a work conflict and did not receive a report so she does not have any information to share this evening.
- 9.6
President's
Report
- President Mitchell and reported that:
Congratulations go to Cassandra Burke, Guadalupe Luevano, Jennifer Navarro, Timothy Skaggs, Rebecca Guerrero, Nikki Armstrong and Beth Gentry, all who were inducted in to the Nursing Honor Society chapter of Alpha Delta Nu.

The college hosted its annual Discover JJC Event on March 3. With over 725 participants, JJC showcased several academic programs and student support services. I want to commend Jennifer Kloberdanz and the admissions team for a successful event. I would also like to thank the many faculty and staff members for being present and supporting this event on a Saturday morning.

Thank you to all of the JJC employees who supported this year's United Way/Combined Charities Campaign. A total of 61 employees committed to \$16,314.10. These contributions will support many worthwhile non-profit organizations throughout Will and Grundy County.

National TRIO Day was hosted on Saturday, February 24, and it was a tremendous success; a day of celebration and learning for over 500 students. JJC Project Achieve Department, led by Deandre Butler, coordinated the event in collaboration with other local TRIO chapters. In addition to informative break-out sessions and a motivational keynote speaker, students received words of wisdom and encouragement from Congressman Bill Foster, Senator Patrick McGuire, and Secretary of State, Jesse White.

Congratulations again to our JJC Wrestling team and to Bryan Ditchman. Bryan came in 5th place nationally receiving an NJCAA Honorable Mention, All-American honors.

The JJC men's basketball team finished their season with a 26-7 overall record. They advanced to the NJCAA Division III District II Championship game on March 3, where they fell by a score of 83-85 at the buzzer to Columbus State Community College. Congratulations to Coach Joe Kuhn and his team!

The JJC women's basketball team had a successful season with a 25-8 overall record. The Lady Wolves were defeated in the Region IV Division III Championship against Rock Valley College by a score of 55-73 to receive Region IV runners-up. Congratulations to Head Coach Shaun Sanderson and his team!

Reminders: March 16 JJC is hosting the Illinois Community College Board and April 19 is the Employee Recognition & Core Values Event. April 27th is the Wandering Feast and tickets will sell fast, so if you want a ticket please contact our office.

Happy Birthday to Trustees Jake Mahalik and Student Trustee Deserio who is turning 21.

9.6
Chairman's
Report

Chairman Wunderlich commented that we are all getting used to the daylight savings time and indicated that we will need an executive session this evening.

Closed
Session

Trustee Broderick moved seconded by Trustee Dan O'Connell that the Board of Trustees of Joliet Junior College go in to closed session (6:52 p.m.) under open meetings act 2 (c) 1 and 2 (c) 11. The motion carried unanimously. Ayes: Broderick, Morales, Dan O'Connell, Mike O'Connell and Wunderlich. Student Trustee Deserio favored the

motion.

Return to
Open Session

Trustee Broderick moved seconded by Trustee Dan O'Connell to return to regular session of the Board of Trustees of Joliet Junior College at 8:00 p.m. The motion carried unanimously. Ayes: Broderick, Morales, Dan O'Connell, Mike O'Connell and Wunderlich. Student Trustee Deserio favored the motion.

10
Adjourn

Trustee Broderick moved, seconded by Trustee Mike O'Connell for the meeting to adjourn at 8:01 p.m. A voice vote was taken and carried unanimously.