

**League of Women Voters COD
Observers Report**

Board meeting attended: Special Board meeting for public hearing of FY 18 budget, followed by Regular Board meeting

Date and Location of meeting: 22 June 2017, SSC 2200

League Observer(s): Sue Khalaieff

Board Members/Trustees present (P) not present (NP) tardy (T):

(Attendance for both meetings)

P Deanne Mazzochi, Board Chairman

P Frank Napolitano, Board Vice Chairman

P Christine Fenne, Board Secretary

P Alan Bennett

P Charles Bernstein

P Daniel Markwell

P Joseph C. Wozniak (There was a closed meeting from 5:45pm-6:45pm. Wozniak was not present for beginning of that meeting, but present for budget and regular meetings)

NP Anthony Walker, Student Member

Estimated Number Attending (excluding Board and Staff): 30

Meetings are Streamed and Archived at:

http://www.cod.edu/multimedia_services/botmedia.aspx

Agenda can be found at:

http://www.cod.edu/about/board_of_trustees/pdf/agendas/2017/2017may18_agenda.pdf

6:45 P.M. SPECIAL BOARD MEETING: PUBLIC HEARING OF FY18 BUDGET

1. CALL TO ORDER at 6:50 pm

2. FY18 Budget

- Dr. Brian Caputo, Vice President Administration & Treasurer. In his presentation, Dr. Caputo noted that the budget had been published in four local newspapers 30 days ahead of this meeting. The one slide that was shared with audience showed a line item

list of 7 expense accounts for the proposed budget of approximately \$320 million. He then asked for questions. Jeffrey Crowell questioned the fact that, with the state now being less than reliable about their commitment to funding institutions of higher education, why did the college feel that they could confidently increase their spending? The response was that the college had considered this, and was planning on the state funding at 50%. There was also a question about the pension fund and the state contribution to this; the response was that it was a zero sum impact—the money merely passes through their hands; it's only income on paper, since it is also an automatic expenditure to another account.

3. PUBLIC COMMENT . Jeffrey Crowell commented that the FY18 budget was the second year in a row with deficit spending, and was worse than FY17.

4. ADJOURN : 6:57 pm

7:00 P.M. REGULAR BOARD MEETING

1. CALL TO ORDER / ROLL CALL: meeting began at 6:58 pm. Attendance was the same as the Special Meeting for the public hearing on the budget.

2. PUBLIC COMMENT:

- 1) Jeffrey Crowell had some concerns about the lawsuit settlement with the fired Administrators. Chairwoman Mazzochi assured him his concerns would be addressed at a later point in the meeting.
- 2) Peggy Connelly from the Buffalo Theater Ensemble reported that it had been a very successful year, both creatively and financially, and the group was so very grateful to the Board for their support. She also thanked MAC and COD Foundation. In addition to their productions, the group is making a contribution to the educational mission of the school.
- 3) Jackie McGrath, VP of faculty association, acknowledging the contributions of the faculty, and their commitment to the school and the current re-organization of Academic Affairs. She reiterated the need for staff to have the time, professional development and support to continue with their efforts to reorganize.

3. REPORTS (board members, staff, administrators)

- a. Chairman's Report: Chairman Mazzochi : She wanted to thank everyone who was involved in producing the budget; and also to the Foundation leadership for working so cooperatively with the Board. The Board will be involved in an Ethics Training session sometime in July.
- b. Student Trustee's Report: Student Trustee Walker: No report this month.
- c. President's Report: Dr. Rondeau announced two upcoming events of importance: 1.) On July 4, the New Philharmonic Orchestra is presenting a concert at Lake Ellyn in conjunction with the holiday celebration 2.) The HEC building is being dedicated and renamed on July 6; will be renamed "Robert J. Miller Homeland Security Education Center". She then turned the rest of the report to others to speak to the following topics:

- Student Competition Update: V.P Dowling gave a report on the many, various awards that student /student teams have won in the areas of Academics, Student Life, and Athletics.
- Enrollment Update : V.P.s Dowling and Bente provided a thorough explanation on how enrollment is determined. (Not as easy as one might imagine.) The college is engaged in an initiative, “Move the Calendar Forward” in order to get matters settled for students earlier in the year. This seems to be having good results. According to current numbers, enrollment is up 3% for the fall.
- ICCB Recognition Update: V.P Bente presented this report. This is a recognition that has a five year cycle, and assesses the college in several different areas, according to an industry set of standards. The report noted some areas of improvement in the dual credit faculty credentials, other areas of faculty credentials, one course that needed additional information to be certified, and the facility data records. These areas were all addressed, and the college has received notification that their recognition is continued for another five years.
- Noel-Levitz Student Satisfaction Report: V.P Bente presented this very detailed report from a nationally-normed survey. This is the fifth time it has been administered, so the longitudinal data allows significant comparison. The survey is administered at the course level, and there was great cooperation from faculty on this. A lot of discussion on items that had shown increased or decreased satisfaction. In general, the survey numbers indicate a great deal of satisfaction with most areas of life at COD, but—when compared to other community colleges nationally, their numbers are actually a bit low. Several suggestions about ways to begin addressing issues of safety/security and academic advising.

4. INFORMATION ITEMS

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Change Orders
- e. Monthly Construction Update
- f. College of DuPage Employee Discount for Non-Credit Continuing Education Courses
- g. Board Policies Regarding Travel: 1st reading
 - Board Policy 5-195: Trustee Conferences
 - Board Policy 5-200: Trustee Travel
 - Board Policy 10-190: Reimbursement for Employee Business Travel Expenses
 - Board Policy 20-105: Group Travel
- h. Board Policy 5-180: Legal Counsel – 1st Reading
- i. Board Committee Charters – 1st Reading
 - Academic Committee
 - Audit Committee
 - Auxiliary & Outreach Committee
 - Budget Committee
 - Construction & Facilities Committee
 - Governance Policy Committee
 -

Chairwoman Mazzochi opened the floor for discussion of Information Items.

- Trustee Bernstein asked about Item 4d, specifically the timeframe for figuring out the office space for adjunct faculty. There was no specific timeframe shared, but an acknowledgment that the issue was being looked at—especially trying to re-organize space that already exists.
- Trustee Bennett had a question about making a change to a charter (item 4i) and Chairman Mazzochi responded that changes could be submitted to her, so that they would be in place for the upcoming second reading.

5. CONSENT AGENDA

- a. 2017 Pavement Sealing and Repairs Project
- b. Counseling & Advising Renovation
- c. ICCB RAMP Document
- d. Radio and Digital Advertising Annual Purchase
- e. Computer and Equipment Purchases for the FY18 IT Replacement Plan
- f. Cybersecurity Specialist Certificate Program
- g. Resolution: Local Government Travel Expense Control Act
- h. Illinois Prevailing Wage Act
- i. Interim Memorandum of Understanding with College of DuPage Foundation
- j. Paper Bid Rejection
- k. Approval of President Rondeau's Business Expense Budget
- l. Approval of President Rondeau's Reimbursable Expenses
- m. Minutes of the May 7, 2017 Board Retreat
- n. Minutes of the May 18, 2017 Regular Board Meeting
- o. Personnel Action Items
- p. Financial Reports
- q. Approval for Vice Chairman Napolitano to attend ACCT Leadership Conference

Trustee Bennett requested that item 5f be removed.

Action: Motion to Approve Consent Agenda items a-e and g-q moved by Trustee Fenne, seconded by Trustee Markwell. Motion carried unanimously.

Questions were then raised about items 5d and 5c:

- There was a question about some procedures used by the marketing department regarding radio and digital purchases. Laurie Jorgensen from Marketing Department spoke to their current practices, and how these are changing and could use greater improvement. They are especially trying to use methods that can be more specifically tracked.
- There was also a question about the RAMP study that was going on, and whether or not there would be any action taken. The response was that, after consulting with environmental expertise, the best course of action is to NOT take any action now. However, since the college has been "in line" for about ten years now to receive some state funds for this (the state would cover 75% of cost), the study would continue.

Regarding 5f, Trustee Bennett felt that this new Cybersecurity certification program needed greater oversight for the purpose of keeping it current (given the nature of the program.) It was amended to include the phrase "recommendation that every effort be made to keep course relevant".

Action: Motion to Approve Amendment (Moved by Markwell; Second by Napolitano. Motion carried). Approve item 5f of agenda; Bernstein motioned; Napolitano seconded; Motion passed unanimously.

6. ADOPTION: FY 2018 BUDGET

Action: Motion to Approve by Napolitano, seconded by Markwell. Approved unanimously.

7. ADDENDUM TO THE CURRENT AT&T IPFLEX AGREEMENT FOR THE ADDITION OF ADVANCED 911 SERVICES .

Trustee Napolitano questioned the higher cost for this; response was that the new service gave a desired enhanced capability.

Motion passed unanimously.

8. ICCRMC Insurance Renewal for FY2018

There is a 12% increase on this for the upcoming year, and has to do with some complicated mechanisms within the insurance industry. Chairman Mazzochi raised the question of whether or not it would be worthwhile to explore other options. This was met with a negative response from Dr. Caputo, as well as the representative from ICCRMC, given COD's current situation.

Motion passed unanimously.

9. CLOSED SESSION (if needed) Not Needed.

10. FY2018 (July 1, 2017 – June 30, 2018) Compensation for President Rondeau

The compensation for President Rondeau will be the baseline salary plus 2.6%, translating to \$333,450.

With a great deal of gratitude being expressed by Chairman Mazzochi, the motion passed unanimously. (This item was taken out of order. It followed approval of the lawsuit settlement, and came before agenda items #7 and #8.)

11. APPROVAL: Final Settlement Agreement Pertaining to Matters Involving Former Employees Thomas Glaser and Lynn Sapyta

(This item was moved up in the agenda, to actually be addressed after item #6.)

Prior to vote, Chairman Mazzochi addressed the question from the public about what compensation the college would be providing; the response was that the college and the insurance company would not be providing any monetary compensation. She answered a question about whether the administrators could now become whistleblowers by pointing out the section in the settlement agreement that prohibited that.

Motion by Markwell, seconded by Napolitano; Passed unanimously.

12. TRUSTEE DISCUSSION – Given the hour, it was decided to talk about the charters at next meeting.

13. Calendar Dates

Thursday, July 20, 2017: Regular Board Meeting @ 7:00PM – SSC-2200

Will probably be another special meeting on either July 6 or July 17.

14. ADJOURN at 8:53 pm.

Comments/Concerns:

General Features

	Yes	No	Comments
Did the meeting start on time?	x		Early!
Were members attentive and prepared?	x		
Were members courteous to each other?	x		
Were members attentive to the publics' comments?	x		
Was the facility adequate?	x		
Could the audience see and hear?	x		
Were visual aids easily visible to the audience	x		
Were the meeting facilities handicapped accessible	x		

FOIA (Complete once, unless information changes.

Illinois Open Meetings Act requirements

	Yes	No	Comments
Was the agenda posted 48 hours before the meeting? If yes, note where	x		
Did the agenda items clearly describe what was to be discussed?	x		
Were background materials made available to the public?	x		
Was there adequate discussion of the issues?	x		

Was there a closed session before, during or after the meeting?	x		Before
If there was a closed meeting, was any action taken after the closed session? If so, what action?			All votes taken after closed session before regular open meeting commenced.

Date Submitted: June 23, 2017

By: Sue Khalaieff