

**League of Women Voters COD  
Observers Report**

**Board meeting attended:** 18 Jan. 2018

**Date and Location of meeting:** COD, SSC-2200

**Meeting started:** 7:03 pm

**Meeting adjourned:** 7:40 pm

**League Observer(s):** Jan Dorner

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

  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

  P   Anthony Walker, Student Member

**Estimated Number Attending (excluding Board and Staff):** About 5

**Meetings are Streamed and Archived at:**

[http://cod.edu/multimedia\\_services/botmedia.aspx](http://cod.edu/multimedia_services/botmedia.aspx)

**Agenda can be found at:**

[http://www.cod.edu/about/board\\_of\\_trustees/pdf/packets/2018/2018jan18\\_packet.pdf](http://www.cod.edu/about/board_of_trustees/pdf/packets/2018/2018jan18_packet.pdf)

**PUBLIC COMMENT:**

Dr. Richard Jarman, COD Faculty Association President spoke about the differences between this year and last year, specifically the uncertainty of the HLC. Mercifully, the lingering of the HLC is vanquished. Thanks to the Accreditation Task Force. He is looking forward to responding to the demands the HLC has obligated to COD.

Jackie McGrath, COD Faculty Association Vice President spoke about looking forward to the start of classes on Monday. Optimistic that the staff's work matters. Glad for the third year colleagues who will be granted tenure and congrats to those who are retiring. We hope that change is progress and progress in the right direction.

## **REPORTS (board members, staff, administrators)**

Chairman's Report Chairman Mazzochi reported that she had the opportunity to speak to many at the MLK Breakfast earlier this week and how everyone spoke with joy and excitement about the school and students.

Student Trustee Report: Although Mr. Walker's term is several months from ending, he is working on the binder that will give the student trustee following him information about his/her duties.

President's Report: President Rondeau introduced

- Vice President Dowling who spoke about the employee giving campaign, which produced almost \$83,000 in contributions (165% of the goal) given by the employees of COD. Fall of 2017, spent 97% of the Foundation scholarship spent. They have been emphasizing grants and have received \$7 million so far.
- Interim Vice President Stewart spoke of the 26 faculty covering 18 subjects who would receive tenure tonight.
- Vice President Currier said that the AIA Prairie Award for Adaptive Re-Use/Preservation/Restoration Design for the Naperville Regional Center Renovation.

Academic Committee Report: Trustee Bennett said that there will be an audit to determine the compliance of alignment of course syllabi with the active course file. This audit will be available in May of 2018. Next meeting will be in early March of 2018.

**PRESENTATIONS:** None

## **INFORMATION ITEMS**

1. Personnel Items – 16 classified appointed, 2 managerial transfers and 2 promotions, 2 classified promotions and 1 transfer, 3 managerial resignations, 2 classified resignations and 1 termination.
2. Financial Statements
3. Gifts & Grants Report - \$152,830.04 rec'd in November 2017, \$519,560.89 re'cd in December 2017. Year to date as of Dec. 31, 2017 \$1,261,326.67. (Cash, stock and in-kind donations).
4. Construction Change Orders – 2 additional exit signs were required by the Village of Glen Ellyn in existing classrooms where new vestibules were created. \$1,317.
5. Monthly Construction Update – Over \$995,000 completed as of 1/18/18. Over \$5 million in progress.
6. WDCB-FM Radio Station Audit – Required by the Corporation for Public Broadcasting, the grantor agency. Audit produced a “clean” or unmodified opinion.
7. In-Kind Quarterly Donations - \$134,805 Capital and \$13,749 Non-Capital donations through the College Foundation between 10/1/17 – 12/31/17. Trustee Bernstein, concerning item 7B, asked if the current year monthly figures could be included.

## **CONSENT AGENDA**

a. Faculty Tenure Candidates – 26 faculty members were approved tenure at the end of their probationary years of employment at COD.

- b. ACCUPLACER Test Units – Reading, writing and ELS tests in a computerized multi-choice format. Sole source. \$50,525.
- c. Human Resources Learning and Performance Management Application – Employee compliance training. 3-year contract, Ellucian Company, not to exceed \$372,220.
- d. Remove by Trustee Fenne
- e. Skylight Replacement for the Student Resource Center (SRC) Library – NSS Exteriors \$419,246.
- f. Manual Precision Surface Grinder & Accessories – Innovate Technologies \$40,032.
- g. Computer and Equipment Purchases for the FY18 IT Replacement Plan – Riverside Technologies \$188,690, 5-year partnership agreement.
- h. Leadership Development Provider – Center for Creative Leadership, not to exceed \$81,522.80.
- i. Board Policy 10-40: Unrestricted Fund Balance – 2<sup>nd</sup> Reading – To maintain ongoing unrestricted fund balances in the General Fund (Education, Operation & Maintenance & Working Cash) to at least 50% of the college’s annual expenditures.
- j. Interim Benefits Professional Consultant – Interim Benefits Professional, not to exceed \$75,000.
- k. Innovation DuPage Formational Documents – Recommended added bylaw for the innovation center.
- l. Reimbursement of Expenses for Dr. Ann E. Rondeau - \$101.04.
- m. December 14, 2017 Special Board Meeting Minutes
- n. Personnel Action Items – ratification of administrators appointments, faculty appointments, administrators resignations/terminations, faculty retirements and managerial retirements.
- o. Financial Reports
- p. Financial Services Agreement with Speer Financial, Inc. - \$38,000 fee estimate.
- q. Debt Collection Services – Alltran Education, Inc., 20% of actual monies received, 3-year contract.
- r. Approval of Non-Renewal of Faculty Appointment – Janet Petrine.
- s. ALEKS PPL Units from McGraw-Hill Global Education, LLC – Testing units and services, not to exceed \$90,000.
- t. Approval of Trustee Nomination to ACCT Regional Director or Director at Large – Frank Napolitano.

d. Trustee Fenne removed the following from the Consent agenda. She had some questions concerning the cost and paper used for the two issues of *Engage*. Staff will take this discussion into consideration before going to print.

Printing, Mail Preparation and Postage Expenses for Community Publication Engage – Two issues of *Engage*. Precise Printing Network. Not to exceed \$194,320. Motion carried.

9. Financial Report AlphaGraphics Wheaton: Trustee Fenne is an employee of AlphaGraphics in Wheaton. She has been abstaining from voting on the financial on any financial reports that include AlphaGraphics. To solve this problem, any AlphaGraphic invoice will be removed from the financial reports and to abstain from voting on any AlphaGraphics invoices. Motion carried. Trustee Fenne abstained.

**TRUSTEE DISCUSSION:** Trustee Fenne said that she would be involved in long- range strategic plan. Chairman Mazzochi congratulated the newly tenured faculty.

**Comments/Concerns:** None

**General Features**

	Yes	No	Comments
Did the meeting start on time?	X		
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 and After
If there was a closed meeting, was any action taken after the closed session? If so, what action?		X	“Meeting will adjourn at the conclusion of closed session.”

**Date Submitted:** 19 Jan. 2018

**By:** Jan Dorner