

League of Women Voters COD Observers Report

Board meeting attended: Regular Board of Trustees Meeting

Date and Location of meeting: Thursday, April 19, 2018, Room SSC2200

Meeting started: 6:01 pm

Meeting adjourned: 8:16 pm to return to closed session

League Observer(s): Sue Williams via video recording, not in-person

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

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

P Deanne Mazzochi Board Chairman

P Frank Napolitano Board Vice Chairman

P Christine M. Fenne Board Secretary

P Alan L. Bennett

P Charles Bernstein

P Daniel Markwell

T Joseph C. Wozniak

P Sonia Paul Student Trustee (leaves for a class at approximately 6:30 p.m.)

Estimated Number Attending (excluding Board and Staff):

Estimated 20 from the video

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/2018/2018april19_agenda.pdf

2. PUBLIC COMMENT:

Deborah Borge spoke in support of Buffalo Theater Ensemble (BTE) - Agenda item 11.f. Michael Coy, Glen Ellyn resident, came to support Agenda item 11.f. Dr. Richard Jurman, COD Faculty Association President spoke in support of agenda 11.f. Austin Sly, Shannon Batchholder, Demetri McKalis are COD theater students, that spoke in support of Agenda item 11.f and the importance of the shadowing of a professional theater program.

3. OUTGOING STUDENT TRUSTEE:

- a. Recognition of Outgoing Student Trustee Anthony Walker
- b. Board Approval of Resolution of Appreciation for Anthony Walker – Motion by Trustee Markwell, 2nd Vice Chairman Napolitano, passed unanimously without discussion.

4. INCOMING STUDENT TRUSTEE

- a. Student Election Results – Information
- b. Oath of Office – New Student Trustee Sonia Paul

5. ANNUAL REORGANIZATION OF THE BOARD

Trustee Bennett made a motion that 5 a-d be consolidated for the nomination and election into one vote, 2nd by Trustee Markwell. Nominations and Elections passed unanimously.

- a. Nomination and Election of Board Chairman: Deanne Mazzochi
- b. Nomination and Election of Board Vice-Chairman: Frank Napolitano
- c. Nomination and Election of Board Secretary: Christine Fenne
- d. Appointment of Treasurer of the Board – Brian Caputo, Vice President for Administration and Treasurer (CFO)
- e. Determination of Regular Board Meetings, Dates and Locations – Motion by Trustee Bennett, 2nd Secretary Fenne unanimously passes without discussion.
- f. Change of Authorized Bank Signatures – Motion by Secretary Fenne, 2nd Trustee Markwell unanimously passes. A question by Vice Chairman Napolitano: if this was necessary since none of the signatories were changing. Chairman Mazzochi stated: yes, it was necessary due to the dates for the authorized signatures.
- g. Adoption of Board Policy Manual – Motion by Trustee Bennett, 2nd Trustee Markwell unanimously passes
- h. Continuation of Resolutions Approved April 30, 2015 – Motion by Trustee Markwell, 2nd Secretary Fenne passed by all with Wozniak abstaining.
- i. Appointment of Board Representative at Bid Openings – Motion by Secretary Fenne, 2nd Trustee Markwell, passed unanimously.

CLOSED SESSION -

7. RETURN TO OPEN SESSION 7:13 p.m. /ROLL CALL

PART B: Regular

Reports

- a. Chairman's Report: Trying to plan additional training this year for the board, asked that board members let her know. Also interested in looking at their speech policy.
- b. Student Trustee Report: Thanked everyone for the opportunity and Anthony Walker for making COD a better place. (She spoke after 5 a-d passed so that she could leave and attend her class.)
- c. President's Report: Thanked the board for their service prior to going into closed session after 5 a-d passed.
 - NCMPR Awards (National Council on Marketing and Public Relations)
 - Earl Dowling, Vice President Student Affairs & Institutional Advancement: The Paragon Winners are: Jim Nocera, Corey Kile, Sal Garcia, Ed Kuhs, Jeremy Huggins, and Jim Vosicky. Paragon Gold Award was recruiting in the field of sports, the silver for a video the business of craft beer, and Laurie Jorgensen awarded the Communicator of the year for District 3.
- d. Budget Committee Reports: Final meeting at 5 pm on April 26, 2018.
- e. Academic Committee Reports: April 17, 2018 the committee reviewed the interim report for the Higher Learning Commission (HCL). The committee recommends that the board accept the report and approve it for HCL. The accreditation commission for education and nursing had its meeting and awarded full accreditation to COD's nursing program. *The Courier*, COD's student newspaper, won the 1st place in general excellence award for excellent reporting and the overall quality of newspaper at the Illinois Community College Journalism Association (ICJA) conference on April 6, 2018. The publication also won 1st place awards in every major newspaper category and 21 awards in total.
- f. Audit Committee Report: No report

9. PRESENTATIONS

- Proposal for Board of Trustees Dashboard
 - Dr. Chuck Currier, Vice President Information Technology and Facility Operations and Construction: Currier discussed a possible Dashboard for the Trustees. The board needs to decide what strategic indicators would be best for them. A Dashboard would allow the trustees to all have the same information, statistics, things such as statutory deadlines with alerts, calendars, external alerts, icon for budgets, fact books, board policy, etc. Question from Trustee Napolitano: What would be the cost for a dashboard? And would it be accessible outside of the campus on their computers? At this time they do not have a primary cost and it would make sense that the trustees be able to access this information from other locations. The Trustees will be provided with a few templates to assist in determining what data would be most useful.
- Public Service Training Institute (PSTI) Update
 - Joe Cassidy, Dean Continuing Education & Extended Learning: COD tries to create 20-30% new courses and programs each year. PSTI is one of those programs. Barbara DiMonte, Business Solutions Manager, explained PSTI. The goal is to partner with local government entities and employees to identify challenges and provide comprehensive training and professional development for their ongoing success. COD and DuPage Mayors & Managers Conference worked together to identify the need for the PSTI. This program serves both government employees and elected officials. The programs have been scheduled through 2020. A recent workshop was *10 best Legal Practices Every Elected Official Should Know*. COD is looking to continue to grow and expand this

program. Trustee Napolitano asked if PSTI has a workshop for candidates or potential candidates. DiMonte stated that COD has a video for Elected Officials and part of that video would be very helpful to any potential candidate.

10. INFORMATION ITEMS

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Construction Change Orders
- e. Monthly Construction Update
- f. In kind Quarterly Donations Report
- g. Revised Board Policy 10-55: Investment of College Funds – 1st Reading
- h. Interim Monitoring Report to HLC

No questions or discussion on these items and no action was required.

11. CONSENT AGENDA

- a. Purchase of One (1) New Fleet/Shuttle Bus
- b. Marketing Project Management Software – Bid Rejection
- c. Berg Instructional Center (BIC) Adjunct Renovation Project General Contractor
- d. UPS System and Battery Replacement
- e. Interpreting Services for Hearing Impaired Students
- f. Buffalo Theatre Ensemble (BTE) Agreement Renewal and Funding
- g. Computer and Equipment Purchases for the FY18 IT Replacement Plan
- h. Concrete Work and Repairs for College of DuPage
- i. Physical Education Center (PEC) Arena Event Equipment Rental – Bid Rejection
- j. McAninch Arts Center (MAC) 153 Classroom Renovation Project General Contractor
- k. Physical Education Center (PEC) Arena Wood Floor Replacement
- l. Physical Education Center (PEC) Arena Basketball Backstops
- m. Physical Education Center (PEC) Arena Divider Curtains – Bid Rejection
- n. Regional Center Furniture
- o. FY19 Budget Notice of Public Hearing
- p. Expense Reimbursement for Dr. Ann Rondeau
- q. Minutes of the March 15, 2017 Committee of the Whole Meeting immediately followed by the Regular Board Meeting
- r. Personnel Action Items
- s. Financial Reports

Motion to approve Consent Items 11 a-s by Trustee Bennett, 2nd Trustee Markwell. Passed unanimously without discussion. There were applause from the audience members in support of BTE.

12. APPROVAL: AlphaGraphics Wheaton Financial Reports

Motion by Trustee Markwell, 2nd Trustee Napolitano, unanimously approved without discussion.

13. CANCELLATION of May 17, 2018 Regular Board Meeting and APPROVING May 10, 2018 as Special Board Meeting

Motion by Secretary Fenne, 2nd by Trustee Bennett. The board unanimously approved without discussion.

14. TRUSTEE DISCUSSION

15. CALENDAR DATES/CAMPUS EVENTS

- **NOTE: SUBJECT TO APPROVAL OF ITEM 13 ABOVE: Thursday May 17, 2018 Regular Board Meeting has been cancelled and a Special Board Meeting has been scheduled for Thursday, May 10, 2018 at 6:00 p.m. – Room SSC2200**

CLOSED SESSION (if needed)

At 8:16 the board returned to closed session.

ADJOURN after closed session

	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 public's 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		During the meeting and after

If there was a closed meeting, was any action taken after the closed session? If so, what action?		X	
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Date Submitted: May 7, 2018

By: Sue Williams