

**League of Women Voters  
COD Observers Report**

**Board meeting attended:** Board of Trustees

**Date and Location of meeting:** April 20, 2017; SSC-2200

**Meeting started:** 6:00 PM      **Meeting adjourned:** 8:17 PM

**League Observer(s):** Diana Hoke and Patty Burns

**1) CALL TO ORDER/ PLEDGE OF ALLEGIANCE/ ROLL CALL**

**Off Agenda:** Chairman Mazzochi recognized State Senator Pat McGuire, 43<sup>rd</sup> District, who congratulated COD on its 50<sup>th</sup> anniversary, campus radio station WBEZ on its 40<sup>th</sup>, and MacAnnich Arts Center on its 30<sup>th</sup>, with State of Illinois Senate Recognitions. Photos were taken.

**2) CLOSED SESSION (6-7 PM)**

In order to discuss two topics:

- 1) Litigation
- 2) Minutes of meetings “lawfully closed” under the Open Meetings Act.

**3) RETURN TO OPEN SESSION**

Reconvened 7 PM

**Second Roll Call (present - P, not present - NP, tardy - T):**

- P\_\_ Deanne Mazzochi, Board Chairman
- P\_\_ David Olsen Board, Vice Chairman
- P\_\_ Frank Napolitano, Board Secretary
- P\_\_ Charles Bernstein
- NP\_ Erin Birt
- P\_\_ Dianne McGuire
- P\_\_ Joseph C. Wozniak (T or NP for 6PM)
- P\_\_ Luzelena Escamilla, Student Member – Outgoing, in audience
- P\_\_ Anthony Walker, Student Member – Incoming, on Board

**Quorum Present?** Y

**Estimated Number Attending (excluding Board and Staff):** 20

**Meetings are Streamed and Archived at:** [http://www.cod.edu/multimedia\\_services/botmedia.aspx](http://www.cod.edu/multimedia_services/botmedia.aspx)

**Agenda can be found at:**

[http://www.cod.edu/about/board\\_of\\_trustees/pdf/agendas/2017/2017april20\\_agenda.pdf](http://www.cod.edu/about/board_of_trustees/pdf/agendas/2017/2017april20_agenda.pdf)

#### 4) OUTGOING STUDENT TRUSTEE

Chairman Mazzochi acknowledged the work of outgoing student Board Member Luzelena Escamilla. She thanked Ms. Escamilla, congratulated her, and outlined her achievements, including that of receiving a full scholarship to George Washington University. The Board presented her with a certificate and two other tokens of appreciation, and a photo was taken.

Chairman Mazzochi acknowledged and thanked outgoing trustees.

#### 5) PUBLIC COMMENT:

- a) Richard Jarman, COD Faculty Association President: "Optimistic" about Accreditation Task Force Review.
- b) Jackie McGrath, Vice President of the COD Faculty Association:
  - Encouraged Board to ask Qs about Pinkerton Consulting deal. "As union leader", sees questions.
  - Referenced CTBA report on decreasing funding for higher education.
  - Wants COD to lobby, and to join "Teach Out" lobbying effort/rally in Springfield on 4/27.
- c) Paul Lafort: looking forward to better future for COD. Congratulates outgoing/incoming trustees.
- d) Kirk Allen: Thanked Tim Caldwell, retiring instructor.

#### 6) REPORTS (board members, staff, administrators):

##### Student Trustee's Report – Anthony Walker (was sworn in Monday, April 17):

Reported on student participation in Advocacy Day, "earlier this month" in Springfield. Students lobbied in support of:

1. HB3211 - Supplemental Assistance Nutrition Program (SNAP)
2. HB0426 - Immigration Safe Zone, rights of undocumented students
3. SB0926 - Public Colleges and Universities can't withhold transcripts just because a student owes a balance on their account.

##### President's Report – Dr Ann Rondeau:

- Higher Learning Commission visit earlier this week "was excellent"; 70 people were involved, lead by Jim Bente, VP Planning and Institutional Effectiveness. Dr. Rondeau anticipates probation being lifted in November.
- Thanked outgoing and acknowledged incoming trustees. Assessment and training of outgoing and incoming trustees will take place.

##### Academic Committee Report – Chaired by Trustee Olson:

- Follow up discussion on Bureaucratic Impediments to Teaching/Learning
- Faculty Hiring Process
- New topics suggested for new Academic Committee
- Next meeting date: not stated.

##### Budget Committee Report – Chaired by Trustee Napolitano:

- Cost reductions: Confirmed that "won't impact quality of education"
- FY 2018 Budget: Status, overview, Notice of Hearing (agenda item 9)
- Early Redemption of a Portion of Series 2007 General Obligation Bonds (agenda item 10)
- Next meeting date: not stated

Audit Committee Report – Chaired by Trustee Bernstein:

- Improving internal accounting controls
- Outside auditor (not named in verbal report)
- Next meeting date: not stated

Chairman Mazzochi mentioned Senator McGuire's earlier appearance.

**7) INFORMATION ITEMS:**

**Information Items Listed**

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Change Orders
- e. Monthly Construction Update
- f. **MoU between COD Continuing Education and P4 Global LLC.**
- g. In-Kind Quarterly Donation Report

Chairman Mazzochi opened the floor for discussion of Information Items. Trustee McGuire asked a series of questions:

- Is COD adding financial staff? Dr. Brian Caputo, Vice President and Treasurer (CFO) of Administration Affairs answered that they are not, just replacing staff.
- Had COD hired a “controller” yet? Dr. Caputo answered that Scott Brady was serving under interim status.
- About someone with \$8,000 salary, why so low? Answered by Linda Sands-Van Kerk, VP, Human Resources, that it fell within range for the hours worked, not a mistake.
- Why, under Resignations/Terminations, were four people leaving after less than a year? Isn't it expensive to train them? Linda Sands-Van Kerk answered that they try to hire right.
- Was there a time table in place for a revised investment policy. Pointed out that most investments had a very low rate of return, under 1%, except State Municipal Bonds at 2.65%. Dr. Caputo answered that it is an iterative process. That, "given the size of the reserves", first the committee looks at the budget, then examines reserves, then re-evaluates the investment policy.
- RE Budget and Expenditures: What is historic and predicted budget for “General Institutional”? Is new In-house Counsel under this heading? Caputo says needs more time to answer. “In a few months”.
- RE Foundational: Concerned about Buffalo Theatre Ensemble fundraising. Why is amount so low, (\$5,600)? Trustee Bernstein answered that BTE is well ahead of their fundraising schedule. Chairman Mazzochi answered that they're an independent 501c3 and can raise funds independently.
- RE Grants Awarded 2017: National Security Administration grant for “...cyber student summer camp” (under Continuing Education).  
This led Chairman Mazzochi to ask about the **Memorandum of Understanding between COD Continuing Education and P4 Global LLC**. Joseph Cassidy, Dean, Continuing Education/Extended Learning, responded: P4 is a “relatively new training company” that contracts with Pinkerton Consulting. They’re piloting a program with COD Range Master Matt Gorecki for “high-level tactical training” of security professionals to protect executives. It is not a course open to regular students. There is no credit for the program. Have “talked to the rest of Academic Affairs.”

## 8) CONSENT AGENDA:

### Consent Agenda Items Listed

- a. Data Cabling for Wireless Access Points
- b. Purchase of Security Camera Systems
- c. Illinois Community College Workforce Innovation and Opportunity Act (WIOA) Tuition Agreement
- d. Contractor for PE Arena Lighting Retrofit
- e. 2017 Door Repair/Replacement (Bid Rejection)
- f. Adobe Software ETLA Agreement (Three Year)
- g. Walk-In Freezers for the HVAC Department (Bid Rejection)
- h. Renewal of Paramedic Hospital Training Program
- i. Boiler Deaerator for the HVAC Department
- j. Contractor for BIC Testing Center Camera System Upgrade
- k. Computer and Equipment Purchases for the FY17 IT Replacement Plan
- l. Architectural Services for the Renovation and Upgrade of SRC2000
- m. BIC Elevator Renovation
- n. Purchase of two (2) Shuttle Buses
- o. Interpreting Services for Hearing Impaired Students Funding
- p. Batting Cages (Bid Rejection)
- q. Approval of Policy No. 5-185: Board Representatives at Bid Openings
- r. Ammunition for Homeland Security Training Institute, Suburban Law Enforcement Academy and College of DuPage Police Department (gap order FY17)
- s. MacBook Pro Laptops for the Sign Language Program
- t. Approval of Reimbursement Requests for Dr. Ann E. Rondeau
- u. Change Order for Fee Increase to SRC Door #1 Renovation Designer's Contract
- v. Purchase of F-350
- w. March 16, 2017 Regular Board Meeting Minutes
- x. March 20, 2017 Special Board Meeting Minutes
- y. April 17, 2017 Special Board Meeting Minutes
- z. Closed Session Meeting Minutes of the following meetings (Confidential – for Board Only): March 16, 2017; March 20, 2017 and April 17, 2017
- aa. Score Tables for the PEC Arena
- bb. Financial Reports – pulled out**
- cc. Cadaver Lab Renovation Stainless Steel Casework
- dd. Appointment of College Representative on the Board of the Illinois Community College Risk Management Consortium
- ee. Change Order for Additional Placards for SSG Robert J. Miller and Student Honorarium
- ff. Personnel Action Items

Trustee McGuire asked that **8bb be pulled**. She also asked questions on the following items:

8c Workforce Innovation and Opportunity Act – How are students made aware? Joe Cassidy responded that there is a robust effort at making all students aware.

8h Renewal of Hospital Paramedic Training Program – Who awards certificates? Dan Krakora, EMS/Fire Science Manager, described accrediting process: EMS degree students register with COD, COD passes tuition money to hospital. COD awards credits and Paramedic Certificates. Trustee Bernstein asked if program is revenue neutral. Corcoran said COD keeps some fees, but mostly revenue neutral.

8s Sign Language Computers – Only for hearing impaired or other signers? Answer: Any student that needs them. (Responder was not named.)

Chairman Mazzochi pulled item 8bb from Consent Agenda and pointed out that item 8k, computers under “Riverside Contract” IT replacement plan, will continue to get quarterly audits.

**Action:** Motion to Approve Consent Agenda items a-aa and cc-ff moved by Trustee Olson, seconded by Trustee Bernstein. Motion carried unanimously.

**ITEM 8bb Financial Reports:**

**Action:** Motion to Approve moved by Olson, seconded by Napolitano. Motion carried with McGuire and Wozniak voting no.

**9) NOTICE OF HEARING – FY18 BUDGET**

**Action:** Motion to Approve moved by Olson, seconded by Napolitano. Motion carried unanimously

**10) Early Redemption of a portion of the Series 2007 General Obligation Bonds**

**Action:** Motion to Approve moved by Trustee Napolitano, seconded by Trustee Olson.

McGuire asked from which fund will the \$5.7 million come. Dr. Caputo answered Debt Service.

Trustee Bernstein asked why retire the 2007 series instead of the 2006 series? 2006 series would save COD \$330,000; 2007 won't.

Dr. Caputo presented Budget Committee Meeting findings: Retiring 2007 series saves taxpayers some money. Bernstein pointed out that it's only “pennies per household”.

Caputo spoke with Standard and Poor, who said either option works, as long as it doesn't impinge on liquidity. COD has no financial adviser yet.

Board voted on adoption of Alternative 1, Committee Recommendation to retire 2007 series, because it looks good for COD to reduce taxes without losing revenue.

**Action:** Motion passed unanimously.

**11) APPROVAL: Resolutions for the Following Outgoing Trustees:**

Luzelena Escamilla – read earlier by Chairman Mazzochi

Erin Birt – read by Trustee Wozniak

Dianne McGuire – read by Trustee Olsen

David Olson – read by Trustee Napolitano

**Action:** Motion moved by Trustee Napolitano, seconded by Trustee Olson. Motion carried unanimously.

**12) TRUSTEE DISCUSSION**

Trustee McGuire gave parting thanks encouraged COD to re-join ICCTA.

Trustee Olson gave parting thanks and recommendations.

**13) Calendar Dates/ Campus Events**

Thursday, April 27, 2017: Parliamentary Training @ 5:30 p.m. – SSC-2200

Thursday, April 27, 2017: Special & Organizational Board Meeting @ 7:00 p.m. – SSC-2200 (To seat new Board and reconstitute committees)

Thursday, May 18, 2017: Regular Board Meeting @ 7:00 p.m. – SSC-2200

**14) CLOSED SESSION** – This was on Agenda but did not happen before adjournment.

**15) ADJOURN**

Motion moved by Trustee Napolitano, seconded by Trustee Wozniak. Passed unanimously.

Meeting adjourned 8:17 PM

**Comments/Concerns:**

- a) Have the details of Pinkerton/P4 deal been made public and made clear? In contrast to Mr. Cassidy’s statement that they are a “relatively new company”, P4 Global LLC’s website says they’ve been around since 1999. Are student facilities being prioritized for revenue instead of learning? They say no, but where are the details?
- b) Board justified decision to retire 2007 series of bonds rather than the 2006 series because they can’t foresee what the future holds for the 2007 series, as a re-financing is coming sometime soon. But this decision seems to have cost the college \$330,000, by not calling 2006 series. Bond retirement choice of 2007 series seems based on politics, since it lowers property taxes, even though only by pennies.
- c) Who is the outside auditor? There was a DH article about the possibility of a questionable firm.

**General Features**

	Yes	No	Comments
Did the meeting start on time?	x		
Were members attentive?	x		
Were members prepared?	?	?	Couldn’t tell with so little discussion of most items
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	See Pinkerton/P4, above
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?	x		Most of the meeting took place after the initial closed session.

**Date Submitted: April 23, 2017**

**By: Diana Hoke**