

**League of Women Voters COD  
Observers Report**

**Board meeting attended: Regular Board of Trustees Meeting**

**Date and Location of meeting: Thurs Aug 17,2017 , SSC 2200**

**Meeting started: 7:16pm Meeting adjourned: 8:40pm**

**League Observer(s): Jill Sagi**

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

P \_\_\_\_ Deanne Mazzochi, Board Chairman

P \_\_\_\_ Frank Napolitano, Board Vice

P \_\_\_\_ Christine Fenne, Board Secretary

P \_\_\_\_ Alan Bennett

P \_\_\_\_ Charles Bernstein

P \_\_\_\_ Daniel Markwell

N \_\_\_\_ Joseph C. Wozniak

P \_\_\_\_ Anthony Walker, Student Member

**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/2017/2017aug17\\_agenda.pdf](http://www.cod.edu/about/board_of_trustees/pdf/agendas/2017/2017aug17_agenda.pdf)

**PUBLIC COMMENT(4):**

**4 people spoke, staff regarding upcoming HLC Hearing**

**REPORTS (board members, staff, administrators) (5)**

**Chairman – Board training re: Governance, met with Foundation Board re: strategies, prepared for HLC hearing**

**Student Trustee –**

## **President's Report -**

**Added an Assistant VP position budget to be adjusted**

**HLC hearing Monday 8/21 come off probation**

**Decision on accreditation and/or sanctions by Nov 2 / Nov 3**

**VP Dowling presented NSO (New Student Orientation) and shared video "What will your story be"**

**Audit Committee – Clifton Larson Allan findings due in September. Internal controls needing attention, Secure a "whistleblower" hotline, investment policy, and conflict of interest being addressed.**

## **PRESENTATIONS (6)**

**Dr. Brian Caputo VP Admin Affairs and Treasurer**

**Updated audience on Auditor General on Performance report (not related to financial)**

**Indicated over 80% of concerns have or are in the process of being corrected, some items no longer applicable and one recommendation that the College is consciously not adapting.**

## **INFORMATION ITEMS (7)**

a. Personnel Items

b. Financial Statements

c. Gifts & Grants Reports

d. Continuing Education RFP for Educational Partners

e. Monthly Construction Update

No Questions

## **CONSENT AGENDA (8)**

a. Board Policy 5-15: Responsibilities of the Board-2<sup>nd</sup> Reading

b. Board Policy 5-100: Committees of the Board of Trustees-2<sup>nd</sup> Reading

c. General Contractor for Continuing Education Office Renovation Project

d. Internet Recruitment Advertising

e. Blackboard Course Management System Annual Maintenance Renewal

f. General Contractor for SRC Door #1 Entrance Remodel Project

g. General Contractor for BIC Honors Commons Renovation Project

h. Physical Education Center (PEC) Arena Events Equipment Rental

i. FY2018 Payment to Educational Partner World Instructor Training School (WITS), owned by S.F. & Wellness

- j.Comcast Spotlight LLC Cable, On Demand and Streaming TV Advertising
- k.Comcast Spotlight LLC Advertising for McAninch Arts Center (MAC)  
National Touring Shows, Fiscal Year 2018 Page 2
- l.MAC Touring Artist Contracts that exceed \$25,000 for 2017-  
2018 Season
- m.In Residence Agreement with Buffalo Theatre Ensemble Second Year  
(FY18)
- n.Remit Funds held in Custody by the College of DuPage on behalf of MAC  
Rental Clients
- o.Produce and Dairy Purchases for Culinary & Hospitality Program
- p.Removal and Disposal Services for Lab Packed Waste, Universal Waste,  
Bulk Hazardous Waste and Non-Hazardous/Non-Regulated Waste
- q.Charter Transportation for Athletic Teams
- r.Athletic Training Services Contract Annual Expenses
- s.Metal Stock Material Purchases for Welding Technology
- t.Textbooks and Workbooks from Cambridge University Press for the  
Grant-Funded English Language Acquisition (ELA) Program
- u.Automotive Parts for the Automotive Program Service Class Resale and  
Educational Fleet Repairs
- v.Project Management Training
- w.Mailroom Furniture
- x.Contract between Bruce A. Sokolove (d/b/a Field Training Associates) for  
Law Enforcement Training Classes offered through Suburban Law  
Enforcement Academy (SLEA)
- y.Lead-Free Ammunition for Homeland Security Training Institute (HSTI),  
Suburban Law Enforcement Academy (SLEA) and College of DuPage  
Police Department (COD PD)
- z.Minutes of the July 6, 2017 Special Board Meeting
- aa.Minutes of the July 20, 2017 Regular Board Meeting
- bb.Approval of Reimbursement of Business Expenses for President  
Rondeau
- cc.Personnel Action Items
- dd.Financial Reports

**Items 8E, 8AA and 8DD were pulled from the consent agenda.  
The balance of the items passed on motion made.**

**8F: Discussion, Student Trustee asked what the 137K for maintenance gave to  
the College. In addition to the maintenance Upgrades and fixes to the**

software are included in the annual subscription price. Motion made and passed after discussion.

**8AA:** Issue on minutes as presented. Document was removed from the agenda and after reviewing and correction of who was present. Student Trustee questioned recording of his attendance. To be added to motion for September meeting.

**8DD:** Secretary Fenne abstained vote on Financial Reports based on her employment with Alpha Graphics the motion passed by majority vote of other members present.

#### **TRUSTEE DISCUSSION (9)**

##### **Development of the “Academic” Committee Oversight**

Questions re: will reports be oral or written? Who will be making the reports as Faculty and administrator to develop process and procedure in getting updates to the Board.

**NOTE: RE: HLC recommendation regarding Completion rates was justifiably brought in as a less than relevant measure of “success” at the College. Given the type of students typical to COD, Degree or certification are generally NOT the outcome and therefore might not be a common college metric relevant to COD students.**

Discussion indicates MACC programs in the black. Thanks to hard work of those involved. Will continue to monitor.

#### **Calendar Dates / Campus Events (11)**

•Friday, August 18, 2017: Special Board Meeting @ 6:00 p.m. –SSC-2200

•Thursday, September 21, 2017: Regular Board Meeting @ 7:00 p.m. – SSC-2200

**Special meeting held Friday 8/18 was scheduled as CODAA contract was ratified mid week and needed 48 hours to meet OMA for the Board to vote and finalize the contract.**

### General Features

	Yes	No	Comments
Did the meeting start on time?		X	Closed session went long
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?	X		All consent agenda votes taken after closed session.

**Date Submitted: 8/20/2017**

**By: Jill Sagi**