

<p>1. Board Convenes the Regular Meeting</p>	<p><b>1.1 (a) Call to Order and Roll Call</b> Attorney Catie Locallo called the meeting to order at 5:07 pm.</p> <p>Trustees Present: Mr. Newsome, Ms. Songer, Mr. Stanton, Mr. Tomei, Mr. Virgilio</p> <p>Others Present: Dr. Suddick, President; Mr. Appleton, Vice President of Business Services and Finance; Ms. Fay, Executive Director of Human Resources; Mr. Harden, Vice President of Strategy Planning and Support; Ms. Hlavin, Vice President of Student Development; Mr. Kozak, Chief Information Officer; Dr. O'Brien, Vice President of Community and Workforce Partnerships; Dr. Williams, Vice President of Education; Ms. Laba, Executive Assistant to the President &amp; Recording Secretary; Ms. Dikelsky, Assistant Chief of Staff; Ms. Siegfried-Wilke, Strategic Projects Coordinator; Ms. Locallo, Legal Counsel, Robbins-Schwartz; and other guests.</p> <p>Ms. Locallo asked for a motion to appoint a Chair Pro Tempore until the arrival of Amanda Howland.</p> <p><b>It was moved</b> by Trustee Stanton to nominate Gerri Songer to serve as Chair Pro Tempore and seconded by Trustee Tomei.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: None Ayes: Songer, Stanton, Tomei, Virgilio, Newsome Nays: None The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p>Trustee Songer continued the meeting.</p> <p><b>1.2 Board Chair Comments</b> Trustee Songer welcomed everyone who joined the meeting in person or via livestream and made the following agenda announcements:</p> <ul style="list-style-type: none"><li>• Agenda item 11.3 Full-time Employment, FY2023 Status of Specialist Personnel – On page 50, a correction was made to line 164: Beverly Phelps' Proposed contract End Date is June 30, 2023, and no caret mark was needed on this line. (The update replaces "September 30, 2022" and the caret mark denoting this as the declared retirement date). The correction is found on the blue replacement page with correction highlighted.</li><li>• Agenda item 11.3, Full-time Employment – Approval of College of lake County 2022-2023 Department Chair Hours – On page 56, a correction was made to the first line under Engineering, Mathematics and Physical Sciences Division, ACR (Auto Collision Repair) Program. The faculty names listed should read as follows: Octavio Cavazos, David Garcia Jr. and Don Myers. The correction is found on the blue replacement page with correction highlighted.</li><li>• Agenda item 11.3, Full-time Employment – Approval of CLC 2022-2023 C0-Curricular Appointments – on page 58, a line was added (immediately after the item Vocal Director, Musical Theater Production). The item is for Vocal Ensembles – Adjunct(s) – 3 hours per</li></ul>
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	<p>semester. The correction is found on the blue replacement page with correction highlighted.</p> <ul style="list-style-type: none"> <li>• A Closed Meeting under the Illinois Compiled Statutes 5 ILCS 120 was requested for the following reasons, Section 2 (c)(2). There will be no action taken after the closed session.</li> <li>• Agenda item 13, Other Matters for Information, Discussion or Action: there will be a discussion on the Emergency Operations Team and CLC’s COVID mitigation strategies.</li> </ul> <p>Student Trustee Blaine arrived at 5:12 pm.</p> <p><b>1.3 Approval of the Agenda</b>  <b>It was moved</b> by Trustee Tomei and seconded by Trustee Newsome for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Songer, Stanton, Tomei, Virgilio, Newsome          Nays: None          The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>
<p>2. Approval of Minutes</p>	<p><b>2.1 Minutes of the Regular Meeting of April 12, 2022</b>  <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Virgilio for approval of the Minutes of the Regular Meeting of April 12, 2022 as presented and made a part of the official minutes.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Songer, Stanton, Tomei, Virgilio, Newsome          Nays: None          The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>2.2 Minutes of the Closed Meeting of April 12, 2022</b>  <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of the Minutes of the Closed Meeting of April 12, 2022 as presented and made part of the official minutes.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Songer, Stanton, Tomei, Virgilio, Newsome          Nays: None          The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>

<p>3. <i>Receipt of Notices, Communications, Hearings, and Petitions</i></p>	<p>Trustee Songer announced that this was the part of the meeting where the public could address the Board. Public comments or request to address the Board were accepted via email to the president’s office by 3pm.</p> <p>There was one request received to address the board, Trustee Songer invited Mr. Matthew Duray to the podium for comment.</p> <p>Amanda Howland arrived at 5:15 PM and resumed Chair responsibilities. Inviting Mr. Duray to begin his comment. Mr. Duray spoke about the board re-organization at last month’s meeting. With four nominations for the chair position, his concern that there was no discussion on each nominee.</p> <p>Chair Howland asked if any others wanted to address the Board. Hearing none, Chair Howland declared the public hearing closed.</p>
<p>4. <i>Chair’s Report</i></p> <p><u>Acronyms:</u></p> <p><i>ACCT – Association of Community College Trustees</i></p> <p><i>Counseling and Psychological Services (CAPS)</i></p> <p><i>ICCTA – Illinois Community College Trustees Association</i></p> <p><i>SGA – Student Government Association</i></p>	<p><b>Special Guests – Skills USA Winners:</b></p> <p>Chair Howland announced that a number of CLC students took gold medals at the Skills USA competition in Peoria. She then invited Octavio Cavasos, Department Chair of Auto Collision Repair to introduce the students and their instructors.</p> <p>Mr. Cavasos explained that Skills USA is a partnership of students, instructors and industry working together, serving middle schools, high schools and college post-secondary students. Preparing them for the trades, technical and skilled occupations. It is recognized by the U.S. Department of Education and the U.S. Department of Labor as a successful model of employer driven workforce development. Serving over 333,000 students and instructors annually. It is a career competition event that showcases the best of career and technical education students. Mr. Cavasos introduced some of the winning students:</p> <ul style="list-style-type: none"> <li>• Automotive Refinishing Technology (Individual): Gold – Mystica Rivera</li> <li>• Collision Repair Technology (Individual): Gold - Olivia Peterson</li> <li>• Mechatronics (Team): Gold – Chad Holt and Emerald Chang</li> <li>• Technical Math: Gold – Gabriel Hernandez</li> </ul> <p>Mr. Cavasos introduced Miguel Mireles to talk about the faculty that went with the students. Mr. Mireles introduced the faculty.</p> <ul style="list-style-type: none"> <li>• Don Myers (Automotive Refinishing Technology), David Garcia Jr. (Collision Repair Technology) and Eric Andersen (Lead Faculty)</li> </ul> <p>Goal this year is to double the participation of student and faculty. The hope is to have participation from all of the academic divisions.</p> <p><b>4.1 Student Trustee Report</b></p> <p>Student Trustee Blaine opened by asking for a moment of silence for the many lives lost at a supermarket in Buffalo, New York and advocated that the Board adopt a zero tolerance anti-racism policy and statement. Other information shared included:</p> <ul style="list-style-type: none"> <li>• Recapped the LGBTQIA+ resource fair that occurred on April 20 at the College. Community partners such as the Zacharias Center, LGBTQ+ Center of Lake County, Prairie State Legal and many more showcased their services available to CLC students and the Lake County Community.</li> </ul>

- Shared information about his speaking opportunity at the National Student Leadership Diversity Conference with over 30 student and administrators from community colleges around the country.
- Attended the Lavender graduation, African American Graduation, Veterans and Military Affiliated celebration, as well as the Pinning ceremonies for the Dental Hygiene and Nursing Programs.
- Relayed his excitement attending the American Association of Community Colleges (AACC) convention in New York City. Where he and Student Government Association President Erick Polanski were the only student voices present. He remarked CLC being a leader in student leadership.
- Shared a video of a very special guest traveler, Lance the Lancer.

Retiree Acknowledgments

Chair Howland recognized and thanked this month's four retirees:

- Gwethalyn Bronner, Executive Director, James Lumber Center for the Performing Arts (since December 1996 – 25 years)
- Andrea Burruss, Instructor, Academic Success, Student Academic Support (Since August 2004 – 17 Years)
- Mardianne Chaput, Administrative Assistant, Student Life (since July 2012 – 9 years)
- Melvin McDonald, Lead Custodian, Custodial (since January 1995 – 27 years)

Board Liaison Updates

University Center of Lake County

No updates

CLC Foundation

The Foundation sits at almost \$7 million in total cash fundraising this year. At \$6.9 million in Cash fundraising YTD FY22 through the end of April. In addition, with approximately \$1 million in proposals is expected to close in the next three months, and more than \$18 million planned proposals for the next three years. Consultant Termollen, Watkins and Grant consultants are in final phases of completing their study and will share findings by the end of June regarding ways the CLC Foundation can advance its effectiveness, growth and impact.

The Foundation Golf outing will be on September 9, 2022. All trustees are encouraged to attend.

Illinois Community College Trustees Association (ICCTA)

No updates

Board Activities

- On April 23, Student Trustee Blaine attended the Champion Leadership Brunch at the University Center of Lake County.
- On April 30 -May 3, Trustee Newsome, Student Trustee Blaine, Student Government Association President Eric Polanski, and Dr. Suddick attended the American Association of Community Colleges (AACC) 2022 Annual Conference in New York City.

	<ul style="list-style-type: none"> <li>• On May 6, Trustee Virgilio and Student Trustee Blaine attended the LGBTQ+ Lavender Graduation.</li> <li>• On May 7, Student Trustee Blaine and Trustee Virgilio participated in the 2022 EmpowerRun 5K for A Safe Place at Independence Grove, Libertyville.</li> <li>• On May 11, Student Trustee Blaine attended the Spring 2022 African American Graduation.</li> <li>• On May 13, Trustees Newsome, Virgilio and Student Trustee Blaine attended the Nursing Class of Spring 2022 Pinning Ceremony. On the Same day, Student Trustee Blaine also attended the Dental Hygiene Pinning Ceremony and the Veterans and Military Affiliated end-of-year celebration.</li> <li>• On May 14, trustees Howland, Shroka, Newsome, Songer, Tomei, Virgilio and student trustee Blaine participated in CLC’s 2022 Commencement.</li> </ul> <p><u>Reminders</u></p> <ul style="list-style-type: none"> <li>• On Thursday, May 26 at 6 pm, the Athletics All Sports Banquet will be held on the Grayslake Campus.</li> <li>• On Friday, May 27 at 11 am, a Memorial Day Remembrance will be held at the Veteran’s Memorial, outside of Café Willow in Grayslake.</li> <li>• If you plan to attend either of these events, please let Laura know by Friday, May 20.</li> <li>• On June 10 – 11, ICCTA Annual Convention will take place at the Chicago Marriott. This annual event includes a special awards banquet. If you plan to attend, please let Laura know by Wednesday, May 25.</li> </ul>
<p>5. President’s Report</p>	<p><b>5.1 FY 2022 Third Quarter Fiscal Accountability and Investment Quarterly Report</b></p> <p>Dr. Suddick invited Kevin Appleton to the podium to present the third quarter report. Investment report highlights included:</p> <ul style="list-style-type: none"> <li>○ Invasion of Ukraine impacted the economic landscape: with increased pricing, triggered market volatility.</li> <li>○ The U.S. economy is characterized by: strong labor market, inflation at a 40-year high, depressed consumer confidence.</li> <li>○ The federal reserve is tightening monetary policy, rate hikes will continue throughout the year.</li> <li>○ US Treasury yield curve has partially inverted.</li> </ul> <ul style="list-style-type: none"> <li>• Summary of CLC Portfolio, portfolio value is at \$110.9 million. Broken down into a Short-Term account at \$42.5 million, Long-Term account at \$34.1 million and Bond Proceeds Account at \$34.3 million. The College is heavily weighted toward the short-term, giving flexibility to manage the portfolio.</li> <li>• Bottom line: PFM is looking to maintain core allocation in most sectors; match benchmark duration extensions; and limit undue credit risk from issuers due to global uncertainty.</li> <li>• Finance report highlights included: <ul style="list-style-type: none"> <li>• An overview of the FY22 budget framework and objectives.</li> <li>• College Expenses below FY2021 during same period and FY22 revenues continue to outpace expenses and tracking on plan</li> <li>• An operating side variance of \$15.6 million was noted, which is due to timing issue of the transfers.</li> </ul> </li> </ul>

Discussion: Student Trustee Blaine asked for clarification on the one time use of reserves. Response: Reserves were not utilized in the FY22 budget plan. Trustee Songer inquired about the revenues and expenses. Response: Revenues are outpacing expenses and there is a timing difference of when revenue sources come to the College based on the schedule of property taxes. There will be a shift in June.

5.2 FY 2023 Annual Budget Proposal

Dr. Suddick provided introductory comments, including that this is the annual budget proposal ahead of the June meeting when the budget is brought forward for adoption in preparation for its launch on July 1. Trustees were informed they would receive a draft budget book via email later in the week and a hard copy of the final book once the budget is adopted. Additionally, Dr. Suddick offered all trustees an opportunity to have a 1:1 follow-up discussion on the budget to ensure they have the information they need.

Dr. Suddick provided an overview of highlights and outcomes of the budget development process as noted below:

- FY 2023 Budget forecast based on early assumptions demonstrated a \$5.2 million gap.
- Budget requests college-wide for recurring and one-time requests - \$16,018,943 in recurring and one-time budget requests.
- Result of budget development process – solved the gap and created over \$800K of available resources.
- Budget development prioritization and allocation process: \$386K to augment operational contingency safety net, remaining \$400K for allocation to critical priorities from the \$16M+ in requests. Includes personnel and non-personnel operational recurring expenses to advance 2024 Plan and FY 2023 budget priorities. Maintained \$3M reserve for one-time expenses.
- Proposing a balanced budget that aligned with framework and priorities established under the guidance of the Board. FY2023 budget is a 1.6% increase over FY 2022 (net increase of \$1.8M); Board guidance followed for planned employee salary increase (\$2,453,088); 2.4% healthcare cost increase (313,640). All personnel and non-personnel priorities in budget proposal are funded through Unit or College resource reallocations.
- Dr. Suddick shared the achievements of the budget development process and the realities of what is required to achieve a conservative balanced budget following two years of a pandemic environment.

Trustee Stanton left the meeting at 6:21 pm and returned at 6:26 pm.

Catie Locallo left the meeting at 6:21 pm and returned at 6:24 pm.

Dr. Ali O'Brien was invited to the podium to provide an overview of the FY2023 Resource Allocation Priorities established through the budget and planning process, including an overview of the alignment of the Resourcing Students for Success project outcomes.

The Resourcing Students for Success task force outlined the following top problems to address through research based on student data, student surveys, student focus groups, as well as faculty, staff and board input:

- Awareness: address low student awareness of resources and leverage the high satisfaction for those using the resources and improve employee awareness and knowledge of resources
  - Process: Lack of proactive, systematic collection of student needs and student backgrounds; and ease or difficulty in obtaining resources
  - Capacity: Equitable distribution across campus location; and ability to address volume of need and availability of resources at times and places of student need
  - Policy: When and how CLC provides as well as requires students to have certain resources
- A key objective in planning was to maintain all existing support resources for students without increasing student fees.

Dr. O'Brien provided an overview of the FY2023 priorities within each strategic pillar that will be integrated in the College plan and supported within this budget proposal. All priorities align to the Resource Allocation Priorities established under the guidance of the Board within the FY2023 budget framework.

Trustee Stanton left the meeting at 6:38 pm.

Dr. O'Brien provided an overview of the FY2023 planned surplus priorities, which total \$5,078,949.

Per Board policies 941, 210, 301, 502, and 611, College Leadership Team members (Karen Hlavin, Derrick Harden, Dr. Sonya Williams, Kevin Appleton, Sue Fay, Greg Kozak, Dr. Ali O'Brien) presented the personnel and reorganizations planned within the FY 2023 budget by unit, including an overview of all new, changed, or deleted positions.

Sue Fay provided an overview of the cyclical pay review process that was completed for administrative and professional staff in FY2022 and the budgetary impact in FY2023 to support employee equity and market adjustments.

Kevin Appleton provided the Financial Overview of the FY2023 budget, including the following highlights:

- Proposed budget is balanced with a minimal 1.6% increase over prior year and lives within projected base budget revenues for property tax as approved, 5% increase in State funding and a 2% increase on tuition and fees (fees remained flat).
- All investments were created through reallocation of existing resources.
- Operating revenue is \$117.6 million with 63.71% from property taxes, 25.18% student tuition and fees, 7.94% State funding
- Student tuition and fees totals \$150 per credit hour effective Fall 2022
- Conservative budget has planned enrollment decline of 1.1% as we continue to navigate pandemic environment
- Operating expenses budgeted at \$117.6 million with overall reduction in non-personnel expenditures of 2.9%, increased operational contingency from \$438K to \$806K, personnel expenditures increased by 2.9% and decreased health insurance benefit costs of 1.7% (well below trend).
- Debt service expense budgeted at \$6.8 million for master plan investments, which were reviewed by project and sources of funding (surplus and bond)

	<p>FY2023 achieves balanced revenue and expenditures, a minimal 1.6% increase, aligns to board policy, aligns to FY2023 budget framework and resource allocation priorities, maintains \$3 million reserve, increased the operational contingency safety net, established a capital contingency plan for unexpected or inflationary cost increases on projects, and maintains healthy fund balance per Board policy of 30%.</p> <p>Dr. Suddick inquired whether the Board had comments or questions.</p> <p>Trustee Songer inquired about the debt service amount. Kevin Appleton affirmed the planned expense is \$6.8 million.</p>
<p>6. Approval of Board Policies and Objectives</p>	<p><b>6.1 Policy 701 – Budget and Fiscal Year – Revised – Second Reading (p. 1-3)</b>  <b>It was moved</b> by Trustee Newsome and seconded by Student Trustee Blaine for approval of Policy 701 as presented.</p> <p>Discussion: Trustee Songer reiterated that she is not in favor of raising the threshold of capital expenditures. Trustee Tomei seconded the objection. The trustees questioned what is the time saved by increasing to \$50,000. Response: Time saved is not the main objective of this policy. Transparency of the transfer of these already approved and budgeted funds is a routine operational task, which will remain transparent to the Board through quarterly reports. The main objective of the policy change is to put the Board’s focus on policy, strategic and future visioning dialogue to position the College for future success versus administrative tasks already governed by Board policy.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Virgilio, Howland, Newsome  Nays: Songer, Tomei,  The vote being (3) Ayes and (2) Nays, the Chair declared the motion carried.</p> <p><b>6.2 Policy 915 – Disposal – Revised – Second Reading (p. 4-5)</b>  <b>It was moved</b> by Trustee Newsome and seconded by Student Trustee Blaine for approval of Policy 915 as presented.</p> <p>Discussion: Trustee Songer reiterated her past comments approval should come prior to, rather than after the fact in a quarterly report. Trustee Tomei seconded the comments.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Virgilio, Howland, Newsome  Nays: Songer, Tomei,  The vote being (3) Ayes and (2) Nays, the Chair declared the motion carried.</p>

<p>7. Approval of Financials</p>	<p><b>7.1 Resolution Approving Reimbursement of Business-Related Travel Expenses (p. 7)</b> <b>It was moved</b> by Trustee Newsome and seconded by Student Trustee Blaine for approval of this Resolution as presented.</p> <p>Discussion: Trustee Tomei inquired what the amounts being approved included. Response: amounts listed for approval are associated with trustee travel to the listed conferences and include airfare, hotel costs, registration fees and meals. Reminder from Trustee Howland, when signing up for events, please remember there are cancellation deadlines, if they are missed, registration fees cannot be recouped.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Tomei, Virgilio, Howland, Newsome Nays: None The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>7.2 Resolution Approving and Ratifying Bills, Authorizing Budget Transfers &amp; Accepting Monthly Financial Report (pp. 8-18)</b> <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of this Resolution as presented.</p> <p>Discussion: Trustee Songer inquired, on page 15 it shows a loss in investments, is the loss due to what is happening to supply and demand, or if there is something that may have caused it. Response: Investments are comprised of fixed income investments, in a rising rate environment the value of the bonds decreases. Trustee Tomei inquired about the activity fee adjustment and if it was a COVID related loss. Response: As a standard business practice per Policy, monies are moved out of the operating fund and into other restricted funds to support required business. Trustee Songer inquired on page 16, the \$1.4 million decrease in salaries between prior year and this past year. Response: a number of salaries have been re-allocated from the operating budget and absorbed into the HEERF funds and it can also be affected by vacant positions.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Tomei, Virgilio, Howland, Newsome Nays: None The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>7.3 Authorization of the Budget Hearing and Approval to Publish the Notice Placing Fiscal Year 2023 Budget on Public Display (p. 19-20)</b> <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Tomei for approval of this Resolution as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:</p>
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	<p>Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>
<p>8. Approval of Purchasing</p>	<p><b>8.1 Biddable Items (pp. 19-23)</b>  <i>Services</i></p> <ul style="list-style-type: none"> <li>• <i>Photography Services (Hilary Irene Photography) (p. 21)</i></li> <li>• <i>Technology Enhanced Classroom Project (Associated Electrical Contractors, LLC) (p. 22)</i></li> </ul> <p><b>It was moved</b> by Trustee Newsome and seconded by Student Trustee Blaine for approval of all Biddable items as presented.</p> <p>Discussion: None.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>8.2 Non-Biddable Items</b>  <i>Services</i></p> <ul style="list-style-type: none"> <li>• 403 (b) and 457 Plan Advisory Services (Raymond James &amp; Associates, Inc.) (p. 23)</li> <li>• Annual Support, Upgrades and Data Analytics and Reporting (Zogo Technologies, LLC) (p. 24)</li> <li>• Debt Collection Services (Merchants’ Credit Guide Company) (p. 25)</li> <li>• Media Buys (Various Vendors) (p. 26-27)</li> <li>• Technology Strategies and Initiatives Guidance (Gartner, Inc.) (p. 28)</li> </ul> <p><b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of all Non-Biddable Items as presented.</p> <p>Discussion: Trustee Tomei inquired if the College often hires out to do debt collection services, if there were any complaints, what the return on investments and collectability of accounts. Response: We do carry debt for unpaid tuition bills. It is standard practice to hire a collection service, we also have an internal collection department. Recent legislation does not allow colleges to withhold transcripts from students that have outstanding debt, nor does it allow the debt to be included on credit history.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>8.3 Disposal (p. 29)</b></p>

	<p><b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of all Disposal Items as presented.</p> <p>April sales surplus assets totaled \$469.00, bringing the FY2022-to-date total to \$29,258.35. Discussion: None.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Tomei, Virgilio, Howland, Newsome Nays: None The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>
<p><i>9. Approval of Contracts and Grants</i></p>	<p><b>9.1 Acceptance of the Illinois Small Business Development Centers Cares Act Supplemental Funds) (p. 31)</b> <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of acceptance of the grant as presented.</p> <p>Discussion: Trustee Songer inquired if any contingencies were associated with accepting this grant. Trustee Howland inquired if we need to match funds for this grant. Response: Contingencies for the grant would be that we need to achieve the stated objectives and goals of utilizing the grant funds. This is the 3<sup>rd</sup> round of funding through this source and the College has through September to spend the funds.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Tomei, Virgilio, Howland, Newsome Nays: None The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>
<p><i>10. Approval of Programs</i></p>	<p>None</p>
<p><i>11. Approval of Human Resources Recommendations</i></p>	<p><b>11.1 Resignations and Retirements (p. 33-34)</b> <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of Resignations and Retirements.</p> <p>Discussion: Trustee Tomei inquired about receiving the article mentioned by Ms. Fay and historical data on resignations as well as data with information on exit surveys. Response: The information can be compiled and shared with the Board. A 5-year historical period was agreed upon. Trustee Songer inquired about open ended questions to get more in-depth data. Response: Employees are not obligated to complete the exit survey and the surveys re anonymous. Thus, the College informally tracks resignation reasons via the resignation letters to augment the exit survey data. The reason codes from the survey and in the PeopleSoft system can be shared in the next Board Update. Dr. Suddick noted that this topic is a good example of a critical area that strategic, proactive dialogue using external and internal data amongst the Board in partnership with administration would be beneficial to determine what potential strategies or policies could be implemented to improve retention and success of</p>

employees beyond those methods already implemented or under development. Short-term and long-term efforts around this complex issue are needed.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye

Ayes: Songer, Tomei, Virgilio, Howland, Newsome

Nays: None

The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.

**11.2 Personnel and Position Changes (p. 30-31)**

**It was moved** by Student Trustee Blaine and seconded by Trustee Newsome for approval of Personnel and Position Changes as presented.

Discussion: None

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye

Ayes: Songer, Tomei, Virgilio, Howland, Newsome

Nays: None

The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.

**11.3 Full-Time Employment**

- *Faculty Hire (p. 39)*
- *Probationary Period Completion (p. 40-42)*
- *FY2023 Employment Status and Specialist Personnel (p. 46-52)*
- *Approval of College of Lake County 2022-2023 Department Chair Hours (p. 53-56)*
- *Approval of College of Lake County co-Curricular Appointments (p. 57-58)*
- *Administrative and Professional Hire (p. 59)*

**It was moved** by Student Trustee Blaine and seconded by Trustee Newsome for approval of Full-Time Employment as presented.

Discussion: Student Trustee Blaine inquired if he would be allowed to vote if he was on the hiring committee. Response: yes. Trustee Tomei asked that his vote and objection be noted for the record regarding line 48 on page 44 for the DEI administrator. Response: Legal Counsel provided clarification indicating the procedural options available to trustees regarding voting on a motion. Upon hearing that information, Trustee Tomei stated that he would abstain, so as to forego two separate votes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye

Ayes: Songer, Virgilio, Howland, Newsome

Abstained: Tomei

Nays: None

The vote being (4) Ayes and (0) Nays, the Chair declared the motion carried.

**11.4 Promotions and Transfers (p. 60)**

	<p><b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of Promotions and Transfers as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>11.5 Staff Benefits</b></p> <ul style="list-style-type: none"> <li>• <i>Annual Employee Salary Increase and Salary Structure Adjustment Fiscal Year 2023 (p. 61)</i></li> </ul> <p><b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of Staff Benefits as presented.</p> <p>Discussion: None.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p> <p><b>11.6 Other</b></p> <ul style="list-style-type: none"> <li>• <i>Fiscal Year 2023 Salary Ranges (p. 62)</i></li> </ul> <p><b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Newsome for approval of Staff Benefits as presented.</p> <p>Discussion: None.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>
<p>12. <i>Closed Meeting</i></p>	<p>Chair Howland asked for a motion to go into Closed Meeting under the Illinois Compiled Statutes 5ILCS 120 Section 2 (c) (2) of Open Meetings Act.</p> <p><b>It was moved</b> by Student Trustee Blaine, seconded by Trustee and unanimously carried to enter into Closed Meeting at 8:00 p.m.</p> <p>A brief recess was taken before the Closed Meeting began.</p>

<p>13. <i>Other Matters for Information, Discussion, or Action</i></p>	<p>Trustee Songer requested discussion about the College’s COVID Mitigations and plan related to any continued orders from the Governor regarding vaccination and testing. Response: As noted in the materials provided to the Board previously, the College is operating under the Board guidance given at the February meeting. Current practice is mask optional but not required. Vaccination and testing are optional. The College continues to offer testing service through its established contract with Shield through June 30. Per Board guidance, any recommended change to requirements for masking, vaccination, or testing for employees or students would require Board action and would come to the Board via the president as liaison to the Emergency Operations Team.</p>
<p>14. <i>Adjournment</i></p>	<p>Chair Howland called for adjournment.  <b>It was moved</b> by Trustee Newsome, seconded by Student Trustee Blaine, that the meeting be adjourned at 9:08 pm.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Songer, Tomei, Virgilio, Howland, Newsome  Nays: None  The vote being (5) Ayes and (0) Nays, the Chair declared the motion carried.</p>

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Amanda D. Howland, Chair

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Torrie Newsome, Secretary