

<p><i>1. Board Convenes the Regular Meeting</i></p>	<p>1.1 Call to Order and Roll Call Board Chair Amanda Howland called the meeting to order at 5:04 pm.</p> <p>Trustees Present: Ms. Howland, Mr. Newsome, Ms. Shroka, Ms. Songer, Mr. Tomei, Mr. Virgilio</p> <p>Trustees not present: Mr. Stanton and Student Trustee Tuz</p> <p>Others Present: Dr. Suddick, President; Dr. Ammon, Interim Vice President of Education; Mr. Appleton, Vice President of Business Services and Finance; Ms. Fay, Chief Human Resources Officer; 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 Development; Ms. Laba, Executive Assistant to the President & Recording Secretary; Ms. Dikelsky, Assistant Chief of Staff; Ms. Siegfried-Wilke, Strategic Projects Coordinator; Ms. Locallo, Legal Counsel, Robbins-Schwartz; and other staff and guests.</p> <p>1.2 Board Chair Comments Chair Howland welcomed everyone who joined the meeting in person or via livestream and made the following agenda announcements:</p> <ul style="list-style-type: none"> • Agenda item 11.6 – Approval of 2022-2026 Agreement with the College of Lake County Staff Council, Lake County Federation of Teachers Local No. 504, IFT-AFT/AFL-CIO (Facilities Union) (p. 52) will be held until after the closed meeting. • A Closed meeting was requested under the Illinois Compiled Statutes 5 ILCS 120 for the following reasons: Section 2 c (1) “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...”; Section 2 (c) (2) “Collective negotiating matters between the public body and its employees or their representatives...” and Section 2 (c) (11) “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending...” There will be action taken after the closed meeting. <p>1.3 Approval of the Agenda <u>It was moved</u> by Trustee Newsome and seconded by Trustee Shroka for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: None Ayes: Songer, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>
<p><i>2. Approval of Minutes</i></p>	<p>2.1 Closed Meeting Minutes of the Special Meeting of October 1, 2022 <u>It was moved</u> by Trustee Shroka and seconded by Trustee Newsome for approval of the Closed Minutes of the Special Meeting of October 1, 2022 as presented and made a part of the official minutes.</p>

	<p>Discussion: Trustee Songer requested to make comments on the closed meeting minutes of October 1, 2022. Response: Comments and discussion about the closed meeting minutes of October 1, 2022, will be held until the closed session at this meeting.</p> <p>2.2 Regular Meeting Minutes of October 18, 2022 It was moved by Trustee Shroka and seconded by Trustee Newsome for approval of the Minutes of the Regular Meeting of October 18, 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: None Ayes: Songer, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p> <p>2.3 Closed Meeting of October 18, 2022 It was moved by Trustee Newsome and seconded by Trustee Tomei for approval of the Closed Minutes of the Regular meeting of October 18, 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: None Ayes: Songer, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (6) Ayes and (0) Nays, the motion carried.</p>
<p>3. Receipt of Notices, Communications, Hearings, and Petitions</p>	<p>Chair Howland announced that this was the part of the meeting where the public could address the Board. Public comments or requests to address the Board were accepted via email to the president’s office by 3 pm.</p> <p>Two requests were received: Karen Florian: Adjunct Faculty – Mathematics and President of Adjunct Faculty union. Spoke about issues this semester with the processes involving the Adjunct Preference Forms (APF) and the Notice of Appointment (NOA). The issues delayed the deduction of the Union dues. Ms. Florian informed the board of payroll issues that have been ongoing. A full written statement was provided to the board.</p> <p>Matthew LaPierre: Objected to Policy 132 – he feels this policy consolidates power in the unelected office of the President and would abrogate the responsibility of the elected Trustees. Forces Trustees to notify the President of any contact with constituents and discussion of College business.</p>

	<p>Chair Howland asked if any other individuals wished to address the Board. Hearing none, she declared the public hearing closed.</p>
<p>4. Chair's Report</p> <p><u>Acronyms:</u></p> <p><i>ACCT – Association of Community College Trustees</i></p> <p><i>CAPS – Counseling and Psychological Services</i></p> <p><i>DEI – Diversity, Equity and Inclusion</i></p> <p><i>ICCTA – Illinois Community College Trustees Association</i></p> <p><i>SGA – Student Government Association</i></p>	<p><u>Board Activities</u></p> <p>October:</p> <ul style="list-style-type: none"> • Trustee Newsome attended the CLC Advanced Technology Center Grand Opening. • Trustees Howland, Newsome and Shroka, Student Trustee Tuz and several CLC staff attended the ACCT Leadership Congress; Chair Howland co-presented a session titled “Resourcing Students for Success.” • Trustee Stanton attended the NAACP Gala Event. <p>November:</p> <ul style="list-style-type: none"> • Trustee Shroka joined Dr. Suddick at CLC’s Employee Milestone Celebration. • Trustees Newsome and Shroka along with Dr. Suddick attended Illinois Community College Trustee Association (ICCTA) meetings. • Trustee Stanton shared that he attended the NAACP event in Waukegan. • Several trustees attended a Committee of the Whole meeting at the Grayslake Campus to discuss the topic of employee retention and success. <p><u>Board Liaison Updates</u></p> <p><u>University Center of Lake County (UCLC):</u> Next Board meeting will be held in December.</p> <p><u>ICCTA:</u> Meeting topics this month included a robust discussion on workforce development and what each college is doing in their communities. According to the chair of the DEI committee, all colleges across the state are working on DEI initiatives. Next meeting for DEI committee will be in March. The committee is working on expanding the neurodiversity statement.</p> <p>Student Trustee German Tuz arrived at 5:27 pm.</p> <p>4.1 Student Trustee Report – German Tuz</p> <ul style="list-style-type: none"> • Informed the Board about International Week celebrations, which brought spirit to the campus community, including events to sing, dance and learn about different cultures. • Recapped his first ACCT conference experience, including attending sessions that allowed the opportunity to experience passionate leaders sharing their colleges’ successes. He attended sessions on Equitable Treatment for Students Who are Homeless, Why Culture Eats Strategy for Breakfast and Creating Transformational Educational Pathways for the Incarcerated. • Conveyed his desire to be involved with the ACCT Student Trustee Advisory Committee. • Began engaging fellow Lancers in conversations regarding the biggest issues related to their success and how online learning impacts student success. • Collaboration with Student Government Association on revisions to the Student’s Rights and Responsibilities handbook. • Shared his student trustee Art Gallery project idea.

	<p>Trustee Tomei stepped out of the meeting at 5:33 pm and returned at 5:38 pm.</p>
<p><i>5. President's Report</i></p>	<p>Dr. Suddick extended her appreciation to the Southlake campus and staff for hosting the board meeting. Invited Dean Cvitkovic to the podium for her presentation and update of the Southlake Campus.</p> <p><i>5.1 FY 2022 Year-End Fiscal Accountability and Investment Reports</i> Southlake campus approach:</p> <ul style="list-style-type: none"> • Aligned with campus planning • Focused on internal and external partnerships critical to Southlake Campus success • Connections with area constituents • “Students First” approach <p>Invited Madeline Paul from the Southlake Advisory Committee to share comments. Ms. Paul praised the Southlake Campus for their response during the pandemic and the return of students to campus. She recognized some of the top communities for the Southlake community (Vernon Hills, Buffalo Grove, Deerfield and Lake Zurich) and thanked CLC and the Board for their support of the Southlake Campus.</p> <p>Students First: Southlake faculty and staff positively engage with students through an equity lens. This fall, 48% of the student population are continuing students.</p> <p>Fall 2022 Demographics:</p> <ul style="list-style-type: none"> • Headcount: 637 students with 854 seats taken, accounting for 3,220 credit hours. In comparison, in Fall 2020, there were 45 students learning on campus at Southlake. • At Southlake, 73% of students are college level this fall and over 80% are transfer students or transfer course takers, consistent with the pre-pandemic numbers. • With CLC having the designation as a Hispanic serving institution (HSI), Southlake is glad to report that 31% of the students this semester are Latinx students. • Students are evenly split between full and part-time • Typical age of students is between 18 and 24. • Vernon Hills is the top zip code and Stevenson High School is the top high school for new students attending Southlake. • Top fields of interest by course enrollment are Science and Math; Arts, Digital Media & Communications and Wellness and Health Sciences. <p>Dean Cvitkovic introduced the members of the Southlake Campus Advisory Board to conclude her report.</p> <p><i>5.2 CLC Foundation Update</i> Dr. Suddick introduced Kurt Peterson, Executive Director, CLC Foundation, to present the annual update.</p> <p>Fundraising overview for the last four fiscal years: Total new fundraising (not just cash in hand but all fundraising cash and pledges) is steadily increasing.</p>

- Total revenue (not only new money, but all money received during the year including investments) is also steadily increasing. The investment revenue is slightly lower than the new fund fundraising due to the stock market drop.
- Total Foundation support to the college is steadily increasing year over year.
- Fundraising efficiency – has improved over time. In FY 2019, CLC invested approximately \$0.50 for every dollar and in FY 2022, efficiency improved to \$0.25 per every dollar of return.

Impact Outcomes – students who get scholarships take more classes, get better grades and finish faster.

Golf event had 33 sponsors (7 of them were new) with \$100,000 revenue.

FY21 Goals established in partnership with Board of Trustees to Support Capital Campaign

- Secure external partner to conduct feasibility study and guide campaign. Study completed August 2022. Report out to key stakeholders is underway.
- Preliminary staffing adjustments to prepare for campaign – initiated FY 2022 budget with new organization chart including one revised and two new positions.

FY22 Organizational Needs to Complete Capital Campaign: Currently interviewing candidates for Director of Development, Corporate/Foundation Relations and Community Giving.

Highlights of the Ter Molen Watkins & Brandt – Consultants Report

- The community has a generally positive perception of the Foundation and the college under Dr. Suddick’s leadership.
- The Foundation Board is committed to its work.
- A culture of philanthropy is emerging but not fully in place.
- Focus and communication are key needs as the College and Foundation develop clear cases for support that go the community.
- The time to act is now – and the promise of success is hopeful.

2023 Priorities:

1. Sustainability – Achieve aspiration to consistently achieve \$4 million - \$5 million in fundraising
2. Foundation Board prioritization and current demands
3. Develop clear case statements for comprehensive fundraising campaign
4. Develop and equip fundraising leaders across the campus
5. Engage fundraising counsel for ongoing direction and goal-setting

Discussion: Trustees inquired if the Foundation was doing a capital campaign. Response: Capital fundraising is underway for current Phase 0 capital projects, but not as formalized large-scale capital campaign. The next phase of work is to position for implementation of a campaign. Establishing clear goals and putting together a fundraising committee (made up of Foundation board members and community members) is a priority.

	<p>Dr. Suddick wrapped up with achievements and acknowledgments:</p> <ul style="list-style-type: none"> • November is Native American Heritage month • Celebration of CLC’s Quarterly Values Recognition Award recipients <ul style="list-style-type: none"> ○ Kari Proft and Meredith Tumilty received the value award for Excellence ○ Dorota Kruk and Maria Zavala received the value award for Purpose ○ Wray Schmiege and Beve Bartley received the value award for Unity ○ Kelly Arce received the value award for Inclusion • Milestone anniversaries were acknowledged for 25, 20, 15, 10, 5, 3- and 1-year employees. • Math faculty shared CLC’s successful Gen Ed Math Pathway at the Illinois Equity in Attainment (ILEA) Summit • CLC Speech team placed 3rd at state competition. • Recognized many of CLC’s athletes that have excelled in competitions.
<p>6. Approval of Board Policies and Objectives</p>	<p>6.1 Policy 124 – Order of Business – Revised – First Reading (p. 1 – 2) Revision to the policy to move toward a consent agenda as discussed during the Board Development Retreat on October 1.</p> <p>Discussion: Trustees inquired if a second reading can be waived. Response: Procedurally, it was recommended to follow standard protocol.</p> <p>6.2 Policy 132 – Board Governing Principles – New – First Reading (p. 3 – 5) Discussion: Trustees discussed concerns regarding some of the language in the policy with some words being undefined and inappropriate to hold as requirements for elected officials. Concern that this policy would take control away from the Board. A concern of process was expressed with indication the policy was brought forward too quickly after the Development Retreat in October suggesting that a committee of the whole to work on this was expected, while others felt that after the discussion at the Retreat, this was an expected outcome. Consensus of the Board was to continue the discussion on the policy. Chair Howland invited all trustees to provide their suggested revisions for consideration at the second reading and requested legal counsel to assist in the revision process.</p> <p>6.3 Policy 977 – Flexible Work Arrangements for Non-Bargaining Staff – New – First Reading (p. 6 – 9) Discussion: Trustee questioned if the arrangements listed were aligned with collective bargaining agreements. Response: This policy is specific to non-bargaining employees – consistent with policy 949. Bargaining employees’ flexible arrangements would be reflected in their contractual agreements. Praise was given with the work that was put into the policy.</p> <p>6.4 Policy 944 – Job Sharing – Elimination - First Reading (p. 10 –13) Discussion: None</p>
<p>7. Approval of Financials</p>	<p>7.1 Resolution Approving Reimbursement of Business-Related Travel Expenses (p. 15) <u>It was moved</u> by Trustee Newsome and seconded by Trustee Virgilio for approval of this Resolution as presented.</p>

	<p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.2 Resolution Approving and Ratifying Bills, Authorizing Budget Transfers & Accepting Monthly Financial Report (p. 16 – 25) <u>It was moved</u> by Trustee Newsome and seconded by Trustee Shroka for approval of this Resolution as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>7.3 Resolution Estimating Amounts Necessary to Be Levied for the Year 2022 (p. 26 – 29) <u>It was moved</u> by Trustee Newsome and seconded by Trustee Shroka for approval of this Resolution as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>8. Approval of Purchasing</p>	<p>8.1 Biddable Items</p> <p><i>Products</i></p> <ul style="list-style-type: none"> • Full Body X-Ray Phantom Skeleton (Supertech, Inc.) (p. 31) <p><i>Services</i></p> <ul style="list-style-type: none"> • Brae Loch, A-Wing Culinary and Conference Center (Boller Construction, Inc.) (p. 32) • Business-to-Business Marketing and Sales Services (Sales Empowerment Group) (p. 33) <p><u>It was moved</u> by Trustee Tomei and seconded by Trustee Virgilio for approval of all Biddable items as presented.</p> <p>Discussion: On page 32 Trustees inquired if the restaurant would be utilized by golfers or students or both. Response: The culinary restaurant is a teaching space and delivery space giving the students real world experience in food preparation and service in the front and back of house restaurant operations. The current Prairie Restaurant at the Grayslake</p>

	<p>Campus moves to this visible street-facing location and expands the College’s culinary teaching space. Anyone in the community will have the ability to enjoy the restaurant. Trustee question on page 33, the business-to-business item: Is the training for students or Lake County employees? Response: Training is provided through the CLC WPDI – services will support the area businesses. Contract training is provided to businesses and their employees. When CLC gets a lead that results in a training class, the business pays CLC.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>8.2 Non-Biddable Items <i>Products</i></p> <ul style="list-style-type: none"> • Automotive Alignment System (Mohawk Resources, Ltd.) (p. 34) • Student Furniture (Midwest Office Interiors, Inc.) (p. 35) <p><i>Services</i></p> <ul style="list-style-type: none"> • Catering for Children’s Learning Centers (Delicious Unlimited Corporation) (p. 36) • Texting Solution (Signal Vine, Inc.) (p. 37) • Virtual Meeting Platform (Zoom Video Communications, Inc.) (p. 38) • Cybersecurity Vulnerability Management Tool (Rapid7, LLC) (p. 39) <p>It was moved by Trustee Shroka and seconded by Trustee Virgilio for approval of Non-Biddable Items as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>9. Approval of Contracts and Grants</p>	<p>None for this month.</p>
<p>10. Approval of Programs</p>	<p>10.1 Resolution Authorizing Approval and Execution of the Zion Power Station ISFSI Parcel Agreement (p. 41 – 43) It was moved by Trustee Newsome and seconded by Trustee Virgilio for approval of this Resolution as presented.</p> <p>Discussion: Inquiry on whether the spent nuclear fuel funds should be going to CLC or should they support the negatively impacted community. Response: The nuclear power station negotiated a settlement of their tax liability, which increases CLC’s collection of taxes from the nuclear power company. The agreement is for the fair market cash value and an agreement to the \$25K in acceptance of property taxes that the College will receive.</p>

	<p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Abstain: Songer Nays: None The vote being (6) Ayes, (1) Abstain and (0) Nays, the motion carried.</p>
<p>11. Approval of Human Resources Recommendations</p>	<p>11.1 Resignations and Retirements (p. 45) <u>It was moved</u> by Trustee Newsome and seconded by Trustee Stanton for approval of Resignations and Retirements.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>11.2 Personnel and Position Changes None this month</p> <p>11.3 Full-Time Employment</p> <ul style="list-style-type: none"> • Probationary Period Completion (p. 46-48) • Administrative and Professional Hire (p. 49) • Contract – Vice President of Education (p. 50) <p><u>It was moved</u> by Trustee Newsome and seconded by Trustee Virgilio approval of Full-Time Employment as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Virgilio, Howland, Newsome, Shroka Abstain: Tomei Nays: None The vote being (6) Ayes, (1) Abstain and (0) Nays, the motion carried.</p> <p>11.4 Promotions and Transfers (p. 51) <u>It was moved</u> by Trustee Newsome and seconded by Student Trustee Tuz 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, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka</p>

	<p>Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
12. <i>Closed Meeting</i>	<p>Chair Howland asked for a motion to go into Closed Meeting under the Illinois Compiled Statutes 5ILCS 120 Sections 2 (c) (), 2 (c) (2) and 2 (c) (11) of Open Meetings Act. In addition, 2 (c) 21 will be added to exceptions to discuss closed meeting minutes. It was moved by Trustee Newsome and seconded by Trustee Virgilio for approval to move into Closed Session.</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Ayes: Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>A brief recess was taken before the Closed Meeting began.</p>
<i>Vote held for after Closing</i>	<p>11.6 Other – Approval of 2022-2026 Agreement with the College of Lake County Staff Council, Lake County Federation of Teachers Local No. 504, IFT-AFT/AFL-CIO (Facilities Union) (p. 52) It was moved by Trustee Newsome and seconded by Trustee Tomei for approval of Agreement as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>
13. <i>Other Matters for Information, Discussion, or Action</i>	<p>None this month.</p>
14. <i>Adjournment</i>	<p>Chair Howland called for adjournment. It was moved by Trustee Newsome, seconded by Trustee Tomei that the meeting be adjourned.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows: Student Advisory Vote: Aye Ayes: Songer, Stanton, Tomei, Virgilio, Howland, Newsome, Shroka Nays: None The vote being (7) Ayes and (0) Nays, the motion carried.</p>

Amanda D. Howland, Chair

Torrie Newsome, Secretary