

<p><i>1. Call to Order and Roll Call</i></p>	<p>Board Chair Shroka called the meeting to order at 5:02 pm.</p> <p>Trustees Present at roll call: Ms. Barbato, Dr. Griffin, Ms. Howland, Mr. Newsome, Ms. Shroka, Ms. Songer, Mr. Virgilio, Student Trustee Blaine</p> <p>Others Present: Dr. Suddick, President; Mr. Appleton, Vice President of Business Services and Finance; Ms. Fay, Chief Human Resources Officer; Dr. Harden, Vice President of Strategy Planning and Support; Ms. Hlavin, Vice President of Student Development, Dr. Jones, Vice President of Education; Mr. Kozak, Chief Information Officer, Dr. O'Brien, Vice President of Community and Workforce Partnerships, Ms. Laba, Executive Assistant to the President &amp; Recording Secretary; Carol Dikelsky, Assistant Chief of Staff; Ms. Locallo, Legal Counsel, Robbins-Schwartz; and other staff and guests.</p>
<p><i>2. Approval of the Agenda</i></p>	<p>Chair Shroka 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>• Item 7.E. Retirement Agreement and Release to be held until after Section 8. Executive (Closed) Session.</li> <li>• A Closed Meeting was requested under the Illinois Compiled Statutes 5 ILCS 120 for the following reasons:             <ul style="list-style-type: none"> <li>○ Section 2 c (1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...";</li> <li>○ Section 2 c (2) "Collective negotiating matters between the public body and its employees or their representatives...";</li> <li>○ Section 2 c (11) "Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court..."</li> </ul> </li> </ul> <p><b>It was moved</b> by Trustee Howland and seconded by Student Trustee Blaine for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p><i>3. Receipt of Notices, Communications, Hearings, and Petitions</i></p>	<p>Chair Shroka announced the public comment portion of the meeting. Requests to address the Board were accepted via email to the President's office by 3 pm.</p> <p>The President's office received 6 requests. The following speakers offered comments related to the FY2024 Salary Schedules and Compensation, which the board approved on April 25, 2023:</p> <ul style="list-style-type: none"> <li>• Ashley Rico</li> <li>• Anita Gorski</li> <li>• Jessica Diaz</li> <li>• Austin Miller</li> <li>• Jennifer Ponzo</li> <li>• Maria Halleck</li> </ul>

	<p>Chair Shroka asked if any other individuals present wished to address the Board. The following individuals continued the discussion on FY2024 Salary Schedules and Compensation changes.</p> <ul style="list-style-type: none"> <li>• Kevin McGaughey</li> <li>• Jessey Prugh</li> <li>• Jeremy Eiden</li> <li>• Annette Klier</li> </ul> <p>Chair Shroka thanked all speakers for their comments.</p>
<p><b>4. Reports</b></p> <p><u>Acronyms:</u></p> <p><i>ACCT – Association of Community College Trustees</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><b>A. Chair’s Report</b></p> <p><u><b>Board Activities in May</b></u></p> <p>Chair Shroka thanked trustees for their participation in the many college and community activities over the past month. She invited trustees to offer comments. Trustees shared comments on the outstanding commencement and recognition events, noting how special it is to see students and their families celebrating their achievements.</p> <p><u><b>Board Liaison Updates</b></u></p> <p><u>University Center</u> Next meeting will be in June</p> <p><u>CLC Foundation:</u></p> <ul style="list-style-type: none"> <li>• The College of Lake County Foundation annual meeting is Thursday when new officers will be installed and committees formed.</li> <li>• New officers for FY2024 include:             <ul style="list-style-type: none"> <li>○ Chair – Renee Young, Director of Enterprise Communications at Grainger</li> <li>○ Vice Chair – Glenda Abbot, retired Global Quality Assurance at Abbott.</li> <li>○ Secretary – Scot Parker, Project Manager at Legat Architects</li> <li>○ Treasurer – Kevin Appleton, Vice President for Business Services and Finance/CFO</li> </ul> </li> <li>• Tiffany Peppers, outgoing chair, received CLC’s Distinguished Alumnus Award this year and is the CLC nominee for the Illinois Community College Trustees Association (ICCTA) 2023 Distinguished Alumnus Award.</li> </ul> <p><u>ICCTA:</u></p> <ul style="list-style-type: none"> <li>• The ICCTA Annual Convention will be held June 1-3, 2023.</li> </ul> <p><u>Board Liaison Assignments</u></p> <p>Chair Shroka appointed the board liaisons and alternates for the next year.              University Center – Trustee Songer primary liaison; Trustee Griffin alternate.              CLC Foundation – Trustee Virgilio primary liaison; Trustee Barbato alternate.              ICCTA – Trustee Howland primary liaison; Trustee Newsome alternate.</p> <p><b>B. Student Trustee Report</b></p> <ul style="list-style-type: none"> <li>• Acknowledged the success of the Student Leadership Banquet.</li> <li>• Shared appreciation for transition back to in-person commencement to celebrate student accomplishments.</li> </ul>

- Mentioned the affinity group celebrations that were celebrated across campus the week before commencement.
- Called attention to the available student resources that have assisted him through his journey. Reminded students to reach out and utilize these resources when needed.
- Noted his experience at ICCTA Lobby Day, including the great discussions with legislators on topics such as MAP and Pell grants and the importance of guaranteed credit transfers.
- Presented on “AI and CLC,” Discussed the pros and cons of artificial intelligence being used in classes and how ChatGPT works.

**C. President’s Report**

Dr. Suddick introduced Kevin Appleton to provide the first report.

**Third Quarter Fiscal Accountability Report and Investment Report (per Policy 119)**

Economic highlights were provided noting the US economy is characterized by a strong labor market, high inflation and depressed consumer confidence. The Federal Reserve is tightening monetary policy.

Investment performance summary was provided.

- Total aggregate portfolio value \$106.6M: \$51.4M in Short-Term, \$33.9M in Long-Term and \$21.2 M in Bond Proceeds.
- Long-Term account shows positive returns at 1- and 3-month marks; 3-year mark is negative (pandemic effect).
- Short-Term account outperforming the benchmark at each stage.

**FY2023 Budget Status**

Operating Fund revenues are 67.1% of budgeted revenues.

Operating Expenditures are 64.6% of budgeted expenditures.

The College is on track with the FY2023 budget plan.

**FY2024 Budget Proposal**

President Suddick provided an overview of the budget development journey. Early forecast projected a \$3,049,184 gap. Through a disciplined lever process, a balanced budget is being proposed. The overall aim of the FY2024 budget is to ensure the large body of work underway is resourced for completion within the capacity of existing resources (time, people, money). The draft budget book will be posted to public website and provided to trustees for review prior to the June 2023 request for approval.

FY2024 balanced budget sustains holistic student support services and resources, advances college plan strategic priorities, sustains a competitive Total Rewards package for employees, addresses planned mandatory increases of business operations due to inflationary increases, funds Annual Capital Project Plan and major digital projects underway, supports capacity-building for critical personnel needs, and supports critical high-priority, one-time capital resources.

College Leadership Team members provided an overview of the FY2024 priorities within each strategic plan pillar, planned reorganization goals for each unit, and the surplus allocation plan.

	<p>Kevin Appleton provided the FY2024 financial overview: The balanced operating budget is \$122,944,372M (4.5% increase). Operating fund includes the education fund and operations and maintenance funds.</p> <ul style="list-style-type: none"> <li>• Revenues are made up of Local Tax Revenue 64.5%, Student Tuition and Fees 24%, and ICCB Grants 7.82%.</li> <li>• Budgeted enrollment set conservatively at flat FY2023 year-end projection.</li> <li>• Salaries and Benefits make up 76% of expenditures.</li> </ul> <p>FY2024 Major Capital Projects and Digital Projects Plan was reviewed. No new projects were added as there are a number of large projects from the Master Plan Phase 0 and digital projects to complete. A total of \$1.6M from FY2022 remaining surplus and \$6.4M from FY2023 planned surplus was allocated, for a total capital budget plan of \$8,040,910.00.</p> <p>President Suddick provided an enrollment update:</p> <ul style="list-style-type: none"> <li>• SU2023 enrollment is up 17% overall in total credits over SU2022 and up 13% over SU2021. Adult Education enrollment is experiencing a significant rebound from the pandemic, with registrations up 154% over prior year.</li> <li>• FA2023 currently lagging at 9.1% down over FA2022, but up 10% over FA2021. However, it is still early in the registration period for fall.</li> <li>• The team is building out the equity in retention strategy.</li> <li>• Acknowledged the hard work of Enrollment Services staff, College and Career Navigators (CCNs), Academic Success Advisors (ASAs), Deans, and staff in many other areas to bring students to CLC.</li> </ul>
<p>5. <i>Consent Agenda</i></p>	<p>Dr. Suddick provided clarification on the following items in the consent agenda and responded to questions from trustees:</p> <ul style="list-style-type: none"> <li>• Item 5.C.4 Project Management Software – the significant difference in cost on the recommended vendor as compared with the others listed is due to additional components being included that were not a part of the RFP outlined by the College. While this item does not require bidding, the College chose to bid it out, to ensure most competitive pricing.</li> </ul> <p>Several items are related to new State grant funding to support implementation of the Mental Health Early Action Act standards.</p> <ul style="list-style-type: none"> <li>• Item 5.C.5 Mental Health First Aid Trainer Training – this will be a train-the-trainer model, with key areas receiving training, including CAPS, CLC Police, and key student development staff.</li> <li>• Item 5.C.6 Alice Training Solutions – this active shooter emergency training is a more comprehensive and standardized model, used in higher education, than currently provided at CLC. Online curriculum provides augmented learning over the in-person training.</li> <li>• Item 5.C.7 Therapy Assistant Online – students and employees use this service purchased in January 2023. To date, 218 individuals have accessed the resource.</li> <li>• Item 5.C.8 Psychological Services Provider – the Community Youth Network (CYN) contract will be expanded for increased access to mental health services for students on all three campuses. In AY2022-2023, there were 2,538 scheduled therapy appointments; approximately 347 more than in the prior year.</li> </ul>

	<p>Chair Shroka asked if there were any additional requests related to consent agenda items. Trustee Songer requested a change to the April 25, 2023 regular minutes. <b>It was moved</b> by Trustee Howland and seconded by Trustee Griffin to remove the regular minutes of April 25, 2023 meeting from the consent agenda and table the vote for approval at the June Board meeting after clarification could be completed by viewing the recording.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>Chair Shroka asked for a motion to approve all remaining items in the Consent Agenda. <b>It was moved</b> by Trustee Howland and seconded by Trustee Griffin for approval of all remaining items listed under Section 5. Consent Agenda in the Board book.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>6. Presentment of Board Policies and Objectives</p>	<p>None this month.</p>
<p>7. New Business</p>	<p><b>A. Media Buys (Various Vendors)</b>  <b>It was moved</b> by Trustee Griffin and seconded by Trustee Shroka for approval of Media Buys as presented.</p> <p>Discussion: None</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>B. Hardware and Software Vendor Strategic Partnership (CDW Government, LLC)</b>  <b>It was moved</b> by Trustee Griffin and seconded by Student Trustee Blaine for approval of the item as presented.</p> <p>Discussion: None</p>

Upon roll call, the vote was as follows:  
Student Advisory Vote: Aye  
Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Virgilio  
Abstain: Songer  
Nays: None  
The vote being (6) Ayes, (1) Abstain and (0) Nays, the motion carried.

**C. Resolution to Establish a Decennial Committee on Local Government Efficiency as Required by Public Act 102-1088**  
**It was moved** by Student Trustee Blaine and seconded by Trustee Howland for approval of the Resolution as presented.

Discussion: Concern was brought forward that this was not a first read and there had been no discussion on criteria for the positions. Discussion continued regarding the legislation and the alignment of the resolutions to the requirements. Information was provided regarding the process for recommendation of community members to the committee, as well as the right of the Board Chair to designate a Chair of the Decennial Committee other than herself, as well as the right of the President to designate a staff representative as lead support to the Committee. Clarification was given that Chair Shroka has designated Vice Chair Newsome as Decennial Committee Chair and that President Suddick has designated Vice President Harden as staff representative. Additionally, it was clarified that all trustees serve on the committee. Legal Counsel offered clarification on the legislation and timeline of the Decennial Committees work.

Upon roll call, the vote was as follows:  
Student Advisory Vote: Aye  
Ayes: Barbato, Howland, Newsome, Shroka, Virgilio  
Nays: Griffin, Songer  
The vote being (5) Ayes and (2) Nays, the motion carried.

**D. Resolution to Approve the Appointment of Committee Members to Serve on the Decennial Committee on Local Government Efficiency**  
**It was moved** by Student Trustee Blaine and seconded by Trustee Howland for approval of the Resolution as presented.

Discussion: Trustees discussed the names of the two community members brought forward as nominees, their background and geographic representation. Clarification that this information was provided to all trustees ahead of the Board meeting was given by Chair Shroka.

Upon roll call, the vote was as follows:  
Student Advisory Vote: Aye  
Ayes: Barbato, Howland, Newsome, Shroka, Virgilio  
Nays: Griffin, Songer  
The vote being (5) Ayes and (2) Nays, the motion carried.

**D. Retirement Agreement and Release**  
Chair Shroka reminded Trustees that this item would be held until after Closed Session.

<p><i>8. Executive Session (Closed Meeting)</i></p>	<p>Chair Shroka asked for a motion to go into Closed Session under the Illinois Compiled Statutes 5ILCS 120 Sections 2 c (1), 2 c (2) and 2 c (11) of the Open Meetings Act.  <b>It was moved</b> by Student Trustee Blaine and seconded by Trustee Griffin for approval to move into Closed Session.</p> <p>Upon roll call, the vote was as follows:                  Student Advisory Vote: Aye                  Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio                  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 at 8:32 pm.                  Open Meeting resumed at 9:02 pm.</p>
<p><i>Item Held to After Closed Session (Vote in Open Session)</i></p>	<p><b>7.D. Retirement Agreement and Release</b>                  Chair Shroka asked for a motion to approve the Retirement Agreement and Release for Dr. Xiaoming Zhai, Instructor, Geology in the Engineering, Mathematics and Physical Sciences division.  <b>It was moved</b> by Trustee Griffin and seconded by Trustee Howland for the approval of the Retirement Agreement and Release as presented.</p> <p>Upon roll call, the vote was as follows:                  Student Advisory Vote: Aye                  Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio                  Nays: None                  The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p><i>9. Other Matters for Information or Discussion</i></p>	<p>Trustee Songer requested a discussion regarding the public comments and expressed a desire for policies to be developed in response. Discussion followed regarding the fact that the salary schedule was passed at the prior Board meeting and is being implemented by Administration as approved. Administration will provide a written summary to the Board, when feasible, regarding concerns that had been expressed by employees.</p>
<p><i>10. Adjournment</i></p>	<p>Chair Shroka called for adjournment.  <b>It was moved</b> by Trustee Newsome seconded by Student Trustee Blaine that the meeting be adjourned.</p> <p>Upon roll call, the vote was as follows:                  Student Advisory Vote: Aye                  Ayes: Barbato, Griffin, Howland, Newsome, Shroka, Songer, Virgilio                  Nays: None                  The vote being (7) Ayes and (0) Nays, the motion carried.</p>

Julie Shroka, Chair

Paul Virgilio, Secretary