



COLLEGE OF DuPAGE

Special Board of Trustees Meeting

January 28, 2015

Special Board Meeting Agenda
January 28, 2015

- 1. Call to Order**
- 2. Roll Call**



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

WEDNESDAY, JANUARY 28, 2015 ~ SSC-2200

SPECIAL BOARD MEETING ~ 7:00 P.M.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **COMMENTS FROM COLLEGE OF DuPAGE**
 4. A. College of DuPage Employees
 4. B. College of DuPage Students
5. **COMMENTS FROM CITIZENS**
 5. A. District No. 502 Citizens
 5. B. Citizens-at-Large
6. **Approval of the Fourth Addendum to College President Robert L. Breuder's Employment Contract (a copy of which is attached to this Agenda)**
7. **GENERAL PUBLIC COMMENTS**
8. **ANNOUNCEMENTS BY BOARD CHAIRMAN**
9. **ADJOURN**

4. COMMENTS FROM COLLEGE OF DuPAGE

4. A. College of DuPage Employees

4. B. College of DuPage Students

5. COMMENTS FROM CITIZENS

5. A. District No. 502 Citizens

5. B. Citizens-at-Large

**6. Approval of the Fourth Addendum to College
President Robert L. Breuder's Employment
Contract**

**COLLEGE OF DUPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Fourth Addendum to College President Robert L. Breuder's Employment Contract

2. **REASON FOR CONSIDERATION**

Dr. Breuder has asked the Board of Trustees to consider an early retirement agreement.

3. **BACKGROUND INFORMATION**

For the past nine months, the College and Dr. Breuder have been discussing the terms and conditions for Dr. Breuder's retirement that would serve the mutual best interests of the College and Dr. Breuder and to provide for an orderly transition of the business of the College. Dr. Breuder's career spanning forty-five years is highlighted with his service as an advisor to various higher education providers, his authoring numerous professional publications, his public speaking at various professional meetings, his memberships on various Boards of Directors, his recognitions by various organizations for his leadership such as the Illinois Senate for 32 years of leadership in community colleges, and his designations as a distinguished alumnus of both of his alma maters, the University of Albany and Florida State University.

Beginning his tenure at College of DuPage in January 2009, Dr. Breuder has led a host of initiatives to strengthen the institution. The College added nearly 70 new programs of study, significantly strengthened its financial position and completed \$550 million in campus improvements. In 2010, he led a successful \$168 million referendum during the height of the Great Recession.

The Fourth Addendum to College President Robert L. Breuder's Employment Contract a copy of which is attached ("Addendum") will set an early retirement date for Dr. Breuder of March 31, 2016 rather than June 30, 2019, the end of his current employment contract. In exchange for Dr. Breuder agreeing to end his employment contract earlier than the current June 30, 2019 completion date, the College will (1) upon Dr. Breuder's retirement, pay him a lump sum payment of \$762,867.77; (2) upon Dr. Breuder's retirement, he will receive the retirement benefits provided to all administrators as set forth in the College of DuPage Senior Management Team; (3) the Board will install a sign on the Homeland Security Education Center consistent with the Board's action on May 7, 2013, naming the building in Dr. Robert Breuder's

honor; (4) the Board will grant Dr. Breuder an exception and name Dr. Breuder with "Emeritus" status upon his retirement; (5) Dr. Breuder will receive no compensation, insurance, or other benefits from the College after March 31, 2016 outside of this Fourth Addendum and the Benefits Summary; (6) Dr. Breuder agrees to assist the College in recruiting qualified permanent replacement candidates for the positions of Interim College President and College President for the College. Such assistance shall include, but will not be limited to, identification of qualified candidates, assisting the College in assessing the qualifications of candidates and, pursuant to the direction of the Board, communicating with candidates; (7) the Addendum contains a restriction on Dr. Breuder's hiring any College staff; and (8) The Addendum provides that the indemnification provisions contained in Dr. Breuder's Employment Contract shall continue to apply through the Retirement Date and shall survive the termination of the Employment Contract, including the termination of the Fourth Addendum.

Additional details are contained in the attached Addendum.

4. **RECOMMENDATION**

Consideration for approval of the Fourth Addendum to College President Robert L. Breuder's Employment Contract

FOURTH ADDENDUM TO PRESIDENT'S EMPLOYMENT CONTRACT

The FOURTH ADDENDUM TO PRESIDENT'S EMPLOYMENT CONTRACT, by and between the BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO 502, Counties of DuPage, Cook and Will, State of Illinois ("Board") and ROBERT L. BREUDER ("President"), is agreed to and entered into by the Board and the President.

WITNESSETH

WHEREAS, the Board and the President entered into an Employment Contract on the 18th day of November 2008, for the employment of the President by the Board for the period from January 1, 2009 through June 30, 2012;

WHEREAS, the President's employment contract was modified with 2010 Amendment, First Addendum, Second Addendum and the Third Addendum ("Employment Contract") to provide for the President's employment until June 30, 2019;

WHEREAS, the President will complete six years of distinguished service as President of the College of DuPage (College) in January 2015;

WHEREAS, the President's career spanning forty five years is highlighted with his service as an advisor to various higher education providers, his authoring numerous professional publications, his public speaking at various professional meetings, his memberships on various Boards of Directors, his recognitions by various organizations for his leadership such as the Illinois Senate for 32 years of leadership in community colleges, and his designations as a distinguished alumnus of both of his alma maters, the University of Albany and Florida State University;

WHEREAS on April 25, 2014, the President expressed an interest in his retirement in March 2016 from the College (See attached Exhibit A);

WHEREAS, the Board and the President ("Parties") have agreed that the President will voluntarily retire from his employment with the College, effective March 31, 2016 (the "Retirement Date");

WHEREAS for the past nine months, the Parties have been discussing the terms and conditions for the President's retirement that would serve the mutual best interests of the College and the President and to provide for an orderly transition of the business of the College;

NOW THEREFORE, in consideration of the promises and mutual agreements of the Parties, it is hereby agreed by the Board and the President as follows:

1. SEPARATION

President agrees to the following separation terms:

- a. President agrees to voluntarily retire from the College, effective as of the Retirement Date. President understands and agrees that his current assignment with the College and all rights under the Employment Contract will be extinguished upon his retirement and only the terms of this Fourth Addendum will apply. Upon retirement, the Board will pay the President a lump sum amount of \$762,867.77.

- b. Upon retirement, the President will receive the retirement benefits provided to all administrators as set forth in the "College of DuPage Senior Management Team Whose Title includes Vice President Summary of Benefits" (the "Benefits Summary") (See attached Exhibit B).
- c. The Board will install a sign on the Homeland Security Education Center consistent with the Board's action on May 7, 2013, naming the building in Dr. Robert Breuder's honor subject to the President maintaining conduct that is not materially detrimental to the reputation of the Board and/or the College.
- d. Per Board Policy 15-280, the Board will grant the President an exception and name the President with "Emeritus" status upon the President's retirement.
- e. President will receive no compensation, insurance, or other benefits from the College after March 31, 2016 outside of this Fourth Addendum and the Benefits Summary.
- f. President agrees that he will return all College Property in his possession no later than March 31, 2016.
- g. President agrees that he will assist the Board in the search process at the direction of the Board. Upon direction and approval by the Board, President agrees to assist the College in recruiting qualified permanent replacement candidates for the positions of Interim College President and College President for the College. Such assistance shall include, but will not be limited to, identification of qualified candidates, assisting College in assessing the qualifications of candidates and, pursuant to the direction of the Board, communicating with candidates. This Section 1.g. shall no longer apply after the Retirement Date.
- h. President and the Board agree to work together and cooperate in all aspects of the announcement of his retirement to the communities the College serves.
- i. President agrees to assist the Board in an orderly administrative closure of each academic year through the Retirement Date.
- j. President agrees to provide for an orderly transition for the interim and/or permanent College President/s through the Retirement Date.
- k. President agrees to perform all other duties, which are required for an orderly transition of the interim and/or permanent College President/s for the College through the Retirement Date.
- l. President agrees to perform all his duties and responsibilities required of a College President through the Retirement Date.

2. RESTRICTIONS ON RECRUITING AND HIRING OF COLLEGE STAFF

President further agrees that he will refrain from recruiting or hiring, or attempting to recruit or hire, currently employed staff from the College who have knowledge of the College's business or educational operations. In so agreeing, President shall not either directly, or indirectly pursue, influence, assist or otherwise interfere with a member of the College's staff who has knowledge of the College's business or educational operations to terminate their association or employment with the College and/or accept a comparative position with another college or private employer in the business of college administration within the State of Illinois. These restrictions on recruiting and hiring of College Staff to which President agrees shall terminate two years from the Retirement Date. Nevertheless,

President may serve as a reference for a currently employed staff member who may request such of President during this period and may provide generalized career assistance to College Staff members who contact him and request such assistance.

3. VOLUNTARY NATURE OF AGREEMENT

President agrees that he is freely, knowingly, voluntarily and without duress, coercion, or undue influence executing this Fourth Addendum. President agrees that he intends to be legally bound by the terms of this Fourth Addendum.

4. COMPLETE UNDERSTANDING

This Fourth Addendum sets forth all of the promises, agreements, conditions and understandings between the Parties related to the subject matter hereof, and there are no promises, agreements, or undertakings, either oral or written, expressed or implied, between them other than as herein set forth. Notwithstanding the preceding, the terms and conditions of the Employment Contract shall remain in effect through the Retirement Date unless such term or condition is expressly superseded by this Fourth Addendum. Section H. INDEMNIFICATION of the Employment Contract shall continue to apply through the Retirement Date and shall survive the termination of the Employment Contract, including the termination of this Fourth Addendum, solely for actions in which the President engaged in the performance of his powers or duties that were within the scope of his employment or under the direction of the Board and to the extent the President's actions were permitted by Illinois law. For purposes of clarification, the losses, fees and expenses for which the President may seek indemnification under Section H. INDEMNIFICATION include reasonable attorneys' fees subject to the Board selecting and appointing the law firm for the President's legal representation.

5. EFFECT OF THIS AGREEMENT

This Fourth Addendum shall inure to the benefit of the Board and President and shall bind the Board and President their agents, representatives, assignees and successors.

6. ADVICE OF COUNSEL

The Parties have each consulted their own legal counsel regarding the terms of this Fourth Addendum and the legal liabilities of the Parties.

7. SEVERABILITY

If any of the provisions, terms and clauses of this Fourth Addendum are declared illegal, unenforceable, or ineffective in a legal forum with competent jurisdiction to do so, those provisions, terms and clauses shall be deemed severable, and all other provisions, terms and clauses of this Fourth Addendum shall remain valid and binding upon all the Parties hereto. Further, in the event a court should determine not to enforce a covenant as written due to over breadth, President specifically agrees that said covenant shall be enforced to the extent reasonable, whether said revisions be in time, territory or scope of prohibitive activities.

8. AMENDMENT OF AGREEMENT

Except as otherwise provided, no subsequent alteration, amendment, change or addition to this Fourth Addendum shall be binding upon the Parties hereto unless reduced to writing and duly authorized and signed by each of the Parties.

9. CHOICE OF LAW

This Fourth Addendum shall be governed and construed in accordance with the laws of the State of Illinois to the extent applicable. In the event of the institution or commencement of any legal proceedings, the Parties hereto agree that jurisdiction and venue shall be vested in any federal or state court located in the State of Illinois and that state court venue shall be in DuPage County, Illinois.

10. SIGNATURE IN COUNTERPARTS

This Fourth Addendum may be executed in counterparts each of which shall be considered an original, and all of which together shall be considered one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Fourth Addendum on the dates below.

Dated and signed this _____ day of January 2015.

PRESIDENT

**BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 502, COUNTIES OF DUPAGE, COOK
AND WILL, STATE OF ILLINOIS**

Dr. Robert L. Breuder

Chair, on behalf of the Board of Trustees

ATTEST

Secretary



Robert L. Breuder, *President*

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January 20, 2015

To the College of DuPage Board of Trustees:

For the past six years, I have had the opportunity to guide the College of DuPage through a transformational period. The achievements of College employees during this period, as detailed in the attached list of outcomes, has brought the College to where it is today. College of DuPage is the flagship community college in Illinois and among the most distinguished in the country.

In March 2016, I will be approaching my 72nd birthday and will conclude 35 years of service as a college president. In addition, I will have been President of College of DuPage for twice as long as I had initially planned.

More than 6 months ago, I informed the Board Chair of my increasing interest in retiring. With age comes the inevitable reality that time is precious. During the Christmas holidays, I took time to look ahead and define my future. I concluded the time was at hand to make a life decision. I herein notify the Board of Trustees, I will retire as President of College of DuPage at the close of business on March 31, 2016.

Between now and then I will continue to help ensure our College remains well positioned for the future. We will continue to pursue with vigor our ambitious agenda as detailed in the Board approved Strategic Long Range Plan. Our Vision is clear and our commitment to excellence and service deeply embedded in the fabric of our institution.

There is much I will miss. None more than the hundreds of talented and dedicated employees in ALL areas of our College. It is their commitment that has created what artists often refer to as a masterwork. It has been and always will be our employees who generate the outcomes which impact the lives of others. I feel privileged to have been part of the current family that made educational opportunity available to students and served our community with excellence.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read 'Robert L. Breuder', is written over the printed name and extends upwards into the 'Sincerely,' line.

Robert L. Breuder

cc: Senior Management Team, College Community, Foundation Board



SIGNIFICANT OUTCOMES (January 2009 - December 2014)

- Provided equalized benefits for all employee groups.
- Introduced Enhance COD to solicit College improvement ideas from all employees.
- Established the Resources for Excellence Grant program to support innovative ideas for improving instruction, student experiences and support services for the College and community.
- Created new College-wide brand positioning.
- Reconstituted the Teaching and Learning Center (TLC), adding new value-added development programs for faculty and staff.
- Redesigned the College's entire website, improving navigation and the interactive nature of the site.
- Developed COD CARES, an institution-wide program to promote charitable activities on and off campus.
- Added more than 70 programs of study.
- Received initial or reaffirmation of accreditation for 22 academic programs.
- Secured passage of \$168 million capital referendum – the second largest in the nation in November 2010.
- Increased the unallocated fund balance by more than \$130 million to \$177 million or 97 percent of the College's operating budget.
- Generated excess operating revenue over expenses of \$1.1 million in FY 2014 for the College's four regional centers. This is an increase of over \$300,000 or almost 37 percent over previous year.
- In 2009, refinanced a portion of the College's capital debt, saving taxpayers \$2.14 million.
- Launched Waterleaf restaurant and the Inn at Waters Edge.
- Introduced Variable Tuition in high cost associate degree health care programs, saving the College approximately \$1 million annually.
- Conceived of and implemented an annual comprehensive Strategic Long-Range Planning process. In 2014, the Association for Strategic Planning awarded the College the *Richard Goodman Strategic Planning Award* for distinction in the practice of Strategy Development, Implementation and Results.
- Completed a \$550 million campus improvements project involving more than 1.5 million square feet of enhanced educational space.
- Earned two gold, two silver and two LEED certifications for six buildings, with expectations of one more gold and two more silver LEED-certified buildings in the near future, with two additional submissions pending.
- Reduced energy costs by nearly 13.5 percent while adding more than 630,000 square feet to the Glen Ellyn campus.
- Received the 2013 Illinois Council of Community College Administrators Innovation Award for the development of 12 new 3+1 baccalaureate completion programs with five university partners.

- As of 2014, College of DuPage offers 13, 3+1 baccalaureate completion programs with six university partners.
- Received the 2014 Illinois Council of Community College Administrators Innovation Award for *Strengthening Division Teamwork*, an innovative approach to student collaboration based on a multi-discipline simulation involving student in EMT, Nursing, Surgical Tech, Nuclear Medicine and Respiratory Care programs.
- Commissioned ReSET (Reconceiving the Student Experience Team) to review policies and procedures to improve customer service and escalate student success.
- Executed ESEIP (Enhanced Student Experience Implementation Plan) which addressed 36 of 54 key strategies to improve student recruitment, retention and customer service.
- From 2010 to 2014, increased fall credit headcount by 10.3 percent and Full Time Equivalent Students (FTES) by 6.0 percent. COD was one of only three Illinois community colleges districts to increase headcount between these years and the only community college district to increase FTES. During this time Illinois community colleges in aggregate lost 11.1 percent in credit headcount and 13.1 percent in FTES.
- Between Fall 2012 and 2013 headcount grew 9.4%. This increase ranked sixth in the country among community colleges and first, when excluding California community colleges.
- Provided students with consistent experience by implementing appointment and queue management application across multiple departments.
- Implemented 100% of courses in College's learning management system, Blackboard, with consistent minimum content to meet student expectations.
- Transformed the entire 273-acre campus' external "curb appeal" through the completion of a \$25 million Site Development Plan that added green landscaping and the creation of diversionary areas to attract prospective students and better serve current students.
- Introduced the Presidential and Academic Scholars programs, increasing high-achieving student enrollment by 562 percent from 2010 to 2014.
- Strengthened the College's external image through the creation of the award-winning "Unexpected" ad campaign and Impact magazine, which is distributed to 390,000 households three times per year.
- Established the College's use of social media outlets such as Flickr, Twitter, You Tube, Linked-In, Google+ and Facebook, increasing COD Facebook followers from zero in 2010 to more than 8,700 in 2014.
- Successfully transformed the Business and Professional Institute into the highly lucrative and effective Business Solutions program, a one-stop resource for business training and development that realized over \$1.8 million in revenue for FY2014, an increase of over \$350,000 or 24.5 percent from prior year.
- Awarded \$26.7 million in capital funding from the State of Illinois.
- Established the Career and Training Center at the Illinois Department of Employment Security in Lombard to serve unemployed and underemployed community members.

- Continued a successful Fulbright Scholarship program, with the “Chronicle of Higher Education” ranking COD as a top producer of Fulbright Scholars.
- Awarded the 2012 Annual Award for Business Excellence from the Daily Herald Business Ledger.
- Received national recognition from the Institute of International Education in 2010-2011 and 2011-2012 for having the second-highest number of students among community colleges involved in international study programs.
- From 2010 to 2014, increased fall online (unduplicated) credit headcount by 115.4 percent and online Full Time Equivalent Students (FTES) by 36.4 percent, making COD the largest provider of online course offerings among Illinois community colleges. In comparison, during this time Illinois community colleges in aggregate increased 6.2 percent in online (unduplicated) credit headcount and 2.1 percent in online FTES.
- Served thousands of students with the implementation of staffed Welcome Tables during the first two weeks of each semester.
- Instituted and successfully completed Community Nights for 13 communities in District 502 to exchange information with area educational, governmental and corporate leaders.
- Received more than \$25 million in grants between 2009 and 2014.
- Completed a \$2.3 million internal and external way finding project to increase safety and provide improved, consistent campus-wide signage.
- Served thousands of students with the implementation of manned Welcome Tables during the first two weeks of each semester.
- Completed the fifth Personnel Assessment on the College Environmental (PACE) Survey in spring 2013 with an overall mean score in the high Consultative Leadership Range, indicating a health campus climate. The 2013 overall mean score of 3.72 essentially tied the all-time high mean score achieved in 1999.
- Developed and implemented the COD Leadership Academy professional development program for College supervisors to enhance their effectiveness in supporting the goals of the College.
- Redrafted and reformatted the entire Board Policy Manual and Procedures.
- Refreshed the College’s Chaparral logo, selected a new College mascot and installed an 8-foot bronze statue north of the Student Services Center to encourage College loyalty and spirit among students and staff.
- Maintained affirmation of the College’s Aaa/AAA bond rating from Moody’s and Standard and Poor’s.
- Received consistently unqualified clean financial audit opinions from external auditing firm Crowe Horwath LLP from FY 2009 to FY 2014.
- Received the 17th consecutive Distinguished Budget Presentation Award and 21st consecutive Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) of the U.S. and Canada.

- Received the Illinois Performance Excellence (ILPEX) Bronze Award for Commitment to Excellence as part of the College's reaffirmation of accreditation process, making COD only the sixth community college ever to earn this award.
- Strengthened the College of DuPage Foundation with the addition of new leadership and staff, with total assets listed as \$14.4 million for FY 2014.
- Continually ranked among the top 10 institutions in Illinois for campus safety by StateUniversity.com, ranking seventh in the state among its peers in 2013.
- Increased high school dual-credit Full Time Equivalent Students (FTES) by 137 percent between fall 2013 and fall 2014. This resulted in 21 sites offering 259 college credit sections.
- Completed implementation of a \$6 million Elucian Colleague Student Information system, including the launching of Recruiter, prospect and application management.
- Participated in the AQIP-Baldrige Option Pilot for reaffirmation of accreditation and was one of only seven schools out of 200 – and the only Illinois college – approved by the Higher Learning Commission to be part of this study.
- Hosted a Joint Command Center for the NATO Summit in Chicago at the College's new Homeland Security Education Center.
- Received approval to begin Phase II of the College's Homeland Security Training Institute, which will house the only multi-jurisdictional training site of its kind within a 1,000-mile radius of the College.
- Instituted the COD Alerts system that notifies students and staff through texts, emails, voice mails and social media about College closings due to weather or emergency situations.
- Replaced and updated the College's financial management and budgeting systems.
- Implemented online procurement solution to expedite and improve procurement management.
- Created a new user-friendly portal system for College employees and students.
- Implemented ChapApp, the College's mobile application.
- Achieved the highest number of online enrollments ever in fall 2013, with 80 percent of courses registered for online through myaccess.cod.edu.
- More than doubled the number of scholarships awarded by the COD Foundation from 300 in 2009 to more than 600 in 2014.
- Implemented green measures through paperless forms, enrollments and reports and the reduction of 109 physical servers to 62 physical servers.
- Developed and delivered Student Employee Orientation Program.
- Developed and implemented Basic Service Excellence training programs for all employees.
- Developed Advanced Service Excellence training programs for "front-line" employees that have been utilized throughout the College.
- Developed quarterly skills building forums for supervisors to ensure consistent application of COD policies and procedures and improve their management skills.

- Introduced the Strengths Based Approach to Learning in the classroom and administration college-wide.
- Created and rolled-out New Employee Orientation programs for all employees.
- Developed and implemented mandatory Diversity training for all employees serving on search committees, Supervisors and Managers and increased the number of Diversity recruitment sourcing mechanisms.
- Hosted Diversity career fairs on the COD campus.
- Instituted a requirement that performance evaluations must be completed for all full- and part-time employees.
- Developed employee self-evaluation instrument for use in conjunction with annual evaluations.
- Revamped and implemented a new Employee Recognition Program through the “I Am COD” awards.
- Revised Constituency Guidebooks, resulting in more effective practices and an increased ease of information flow.
- Replaced the manual employee recruiting process with a robust, efficient and user-friendly online applicant tracking system.
- Identified VALIC as a new Third Party Administrator for Deferred Compensation Plans (403b/457 plans) to ensure COD meets fiduciary, audit and plan objectives.
- Created custom COD enrollment website for the 403b/457 Deferred Compensation Plans.
- Implemented an online employee benefits enrollment process for selected benefits.
- Eliminated the six-month waiting period for eligibility for new employees to participate in Dental and Vision plans.
- Engaged a new Flexible Spending Account provider to increase cost-effectiveness and efficiency and improve service for employees.
- Improved the integration of Adjunct Faculty to the College with the addition of two new Assistant Dean of Adjunct Faculty Support positions.
- Developed new Adjunct Faculty Lecturer positions that provide increased loads and health insurance.
- Created regular, ongoing employee engagement meetings for all constituency groups.
- Restructured Shared Governance Council based on input from COD constituencies.
- Facilitated the development and implementation of College practices that adhere to new SURS Return to Work and The Affordable Care Act legislation.
- Significantly increased efficiencies and effectiveness in processes and procedures throughout the Human Resources function.
- Established College of DuPage as a tobacco-free campus on Aug. 6, 2012.
- Increased retention of students by 25 percent from fall 2012 to fall 2013 through the implementation of a revamped New Student Orientation program that focuses on student engagement.

- Retained a commitment to the intercollegiate football program and received the NATYCAA Cup (National Alliance of Two Year College Athletic Administrators) in 2009 that recognizes excellence in two-year college athletics.
- Constructed a \$5 million athletic field complex, which included new stands, track, turf field and press box.
- Implemented a new Graduation Initiative that has identified and notified more than 5,335 students since April 2013 about their completion of degree or certificate requirements.
- Received the Governor's Award for Academic Excellence in serving veterans, making COD the first community college ever to earn this award from the Illinois Department of Veterans Affairs.
- Introduced first inaugural Graphics Standards manual and Experts Guide for use by the COD Speakers Bureau and members of the media.
- Upgraded the Screenscape plasma screen software and introduced a new campus-wide calendar.
- Received 2013 and 2014 NCMPR gold and silver Medallion Awards for advertising, publications and media relations efforts. For 2014, received the most awards to any college and the most golds awarded to a single college.
- Introduced "COD This Week," a weekly online newsletter from the President to employees that contains information on College and educational issues.
- Established three new College offices: Marketing and Communications, Enrollment Management, and Planning and Institutional Effectiveness.
- Successfully merged Enrollment Management and Student Affairs, formally linking recruitment, retention and completion.
- Implemented Campus Central for the Student Affairs Division to serve as the main information hub and a starting point for students who require information or services.
- Implemented the Pathways program in fall 2012, which serves as a guaranteed admissions agreement with the University of Illinois-Urbana Champaign (UIUC) Engineering program.
- Increased Latino headcount by 51.5% between fall 2011 and fall 2014.
- Implemented the Middle School Admissions outreach program to target middle school students and their families.
- Increased Adult Student Admissions outreach efforts districtwide.
- Obtained Higher Learning Commission approval to offer four A.A.S. degrees and six certificate programs online.
- Introduced Centers of Excellence initiative to enhance key academic programs through the allocation of a \$150,000 grant to recipients of this award.
- Acquired through a gift the first operational CAT scan machine on a community college campus in the nation for use by College Medical Imaging programs.
- Successfully negotiated four employee union contracts; several contract extensions and the addition of part-time advisors and counselors into the CODAA contract.
- Successfully created and implemented new Center for Student Diversity.

- Received an outstanding Quality Checkup Report from the Higher Learning Commission, noting COD completely met the HLC's Criteria for Accreditation and Core Concepts, and was in full compliance with the U.S. Department of Education's Federal Compliance Guidelines. Based on the strength of the Quality Checkup Report, we anticipate that COD will be permitted to continue in AQIP with its accreditation reaffirmed for another eight years.
- President is leading a state-wide initiative to secure legislation for Illinois community colleges to award the Bachelor of Applied Technology and/or Bachelor of Applied Science degree(s).
- Started work on an Early College Initiative with West Chicago and Glenbard East high schools that will allow students to earn up to 15 hours of college general education credit before graduating from high school.
- Implemented a series of electronic applications (e.g., Recruiter, IntelliResponse, ChapApp, MyAdvise, FA~Link, Schedule Planner, etc.) designed to transform student service through technology.
- Implemented "New Student Enrollment Seminars" - programming designed to benefit new at-risk students when navigating the steps to enrollment and making important connections at the College.
- Created and implemented the myACCESS lab to assist students with building a class schedule, registering for classes, finalizing financial aid, and making payment arrangements.
- Implemented a comprehensive call center for the purpose of following up with students to assist them at vulnerability points throughout the recruitment and enrollment process.
- Developed a process using Maxient to create an institutional-wide database for student and staff reporting of student concerns and incidents. Initiated expansion of process to include complaint reporting.
- Developed Behavioral Intervention Team (BIT) marketing materials to promote the importance of campus safety.
- Purchased a license with Campus Clarity for the "Think about It" orientation program to provide training and awareness on sexual misconduct for students.
- Developed student loan awareness by developing information sessions—"Smart Borrowing"-- on the obligations of student loan borrowing.
- Streamlined process of assigning students to counselors/advisors with a goal of every full-time student having a designated contact to work with to develop their educational plan and to serve as a contact for "Early Alert" notices/follow up.
- Developed "introductory pathways" into the four Regional Centers by providing educational planning and student financial assistance programming specific to the centers and leading to the assignment of these new students to a Student Success Counselor at that Regional Center.

- Planned and coordinated cultural events targeting the Latino population including Latino Student Visit Day; parent workshops; the Dare to Dream Conference for Latino 8th grade and freshman girls; and a new Mother's Day event honoring mothers of our Latino students.
- Required all F-1 students to purchase an insurance policy in order to have coverage while attending classes.
- Collaborated with Marketing and Communication Services, expanded the use of social media in the recruitment process via Facebook, LinkedIn, Twitter and other social mediums.
- Collaborated with Multimedia and Marketing and Communications to create a virtual campus tour.
- Returned Homecoming to campus after a 40-year hiatus.
- Developed new Fitness Center enhancing the wellness initiatives for the entire community.
- Employees have received an average annual 3.46 percent increase to the salary pool over the last four years, FY12 to FY15. Additionally, all employee salary pools will increase 3 percent per year in FY16 and FY17, or an average increase to the salary pool of 3.3 percent for the six year period.
- Opened the IDEA Center, a support entity for full- and part-time faculty to help develop research or innovative teaching or assessment projects for their classrooms.
- Launched the Lakeside Pavilion at COD, where 7500 plus patrons enjoyed the inaugural Summer Starlight Series.
- The Foundation raised \$11.2 million in private support and public grants during FY14, representing the largest amount raised in the history of College of DuPage.
- Developed and implemented a formal COD Institutional Review Board (IRB) for review and approval of human subject research projects.
- Created and launched a Distinguished Alumni Program to recognize, celebrate and engage high achieving Alumni. The 2014 class of distinguished alums consisted of eight individuals from various centers of excellence within the College.
- Completed the fourth Noel-Levitz Student Satisfaction Inventory Survey with overall results being the highest of any previous survey. The survey also revealed that for 83 percent of the students COD was their first or second choice for higher education, and cost and academic reputation were the most influential factors for choosing COD.
- Completed a community "Pulse Survey" in Dec. 2014 that showed District 502 residents overwhelmingly believe that COD's tuition is a good value; COD has a good image and academic reputation; COD should offer bachelor degrees in select fields where job opportunities exist; that the portion of property taxes allocated to COD is reasonable; and that COD should have at least nine months of financial reserves (fund balance).



**SENIOR MANAGEMENT TEAM
WHOSE TITLE INCLUDES
VICE PRESIDENT**

SUMMARY OF BENEFITS

HEALTH INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
MEDICAL PPO	The cost is shared between the College and the employee	Upon employment	A summary of PPO medical benefits can be found in the Benefits Booklet .
MEDICAL HMO	The cost is shared between the College and the employee	Upon employment	A summary of HMO medical benefits can be found in the Benefits Booklet .

DENTAL INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
DENTAL PPO	The cost is shared between the College and the employee	Upon employment	A summary of PPO dental benefits can be found in the Benefits Booklet .
DENTAL DMO	The cost is shared between the College and the employee	Upon employment	A summary of HMO dental benefits can be found in the Benefits Booklet .

VISION INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
VISION	The cost is shared between the College and the employee	Upon employment	A summary of vision benefits can be found in the Benefits Booklet .

EMPLOYEE ASSISTANCE PROGRAM

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
EMPLOYEE ASSISTANCE PROGRAM	The College	Upon employment	Cadence Health provides services and referrals for employees and their covered dependents for problems related to individual, work, family, etc. Visit Cadence Health EAP for additional information or call (630) 653-4218 to schedule an appointment.

Benefits are subject to change

LIFE INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
BASIC LIFE INSURANCE AND ACCIDENTAL DEATH & DISMEMBERMENT	The College	Upon employment	The College provides a \$50,000 basic term life insurance policy.
OPTIONAL LIFE INSURANCE AND ACCIDENTAL DEATH & DISMEMBERMENT	The Employee	Upon employment	Additional insurance may be applied for. Please contact the Benefits Department in Human Resources for information.

DISABILITY INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
LONG TERM DISABILITY STATE UNIVERSITIES RETIREMENT SYSTEM (SURS)	Included as part of the 8% contribution to SURS	The employee is eligible to receive this benefit after satisfying SURS requirements	SURS provides long term disability. See SURS for details.
LONG TERM DISABILITY VOLUNTARY	The Employee	Upon employment	Pays up to 65% of gross monthly earnings after the greater of a 90-day elimination period or the end of accumulated sick leave. Offset with SURS.

LONG TERM CARE INSURANCE

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
LONG TERM CARE	The Employee	Upon employment	Employees can purchase Long Term Care insurance for themselves, spouse, parents, in-laws or grandparents. For plan options and details, visit UNUM Long Term Care .

ELDERCARE SERVICES

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
ELDERCARE SOLUTIONS	The cost is shared between the Employee and the College	Upon benefited employment	For information visit ElderCare Solutions or call (630) 416-2140 to discuss options for care of elderly relatives.

Benefits are subject to change

VACATION

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
VACATION	The College	Upon employment	Vacation is accrued each pay period according to the years of service below. Maximum accumulation as of June 30 each year is limited to 40 days.

YEARS OF COMPLETED SERVICE	VACATION DAYS PER YEAR
Initial benefited hire date to less than 15 years	20
15 years, but less than 20 years	21
20 or more years	22

HOLIDAYS

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
HOLIDAYS	The College	Upon employment Floating holiday available after 120 days of benefited employment	13 holidays plus 1 floating: New Year's Eve Day, New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day & Friday after, Christmas Eve Day, Christmas Day, and 3 additional days between Christmas Day and New Year's Eve Day.

BEREAVEMENT

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
BEREAVEMENT DAYS	The College	Upon employment	Up to 5 bereavement days per incident for the death of an immediate family member and up to 3 bereavement days for other family members. These are subtracted from sick leave. Please refer to the Administrator's Information Guidebook for specific information.

Benefits are subject to change

SICK LEAVE and EXTENDED LEAVES

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
SICK LEAVE	The College	Upon employment	20 workdays of sick leave per fiscal year. Maximum carryover is 300 days in addition to the current year accrual. Up to 3 days per year can be used for illness in immediate family (spouse, child or parent). Please refer to the Administrator's Information Guidebook for specific information.
HEALTH LEAVE BANK	The College	6 months after enrollment	Health Leave Bank allows a match up to the employee's accumulated sick leave (maximum of 60 days) at the beginning of each fiscal year (7/1) after paid leave is exhausted. Refer to the Benefits Booklet for specific guidelines.
EXTENDED HEALTH LEAVE	The Employee	Upon employment	Unpaid Health Leave may be granted for up to 1 year. Employees may use all sick days accrued during this period. Service credit is accrued for up to 1 year while on leave. Medical/Dental coverage for self and dependents may be continued at employee's expense (current group rate) during leave.
FAMILY MEDICAL LEAVE ACT (FMLA)	The College	After 1 year of employment and 1,250 hours or more	Up to 12 weeks of unpaid leave with benefits continued as an active employee. Contact Human Resources for FMLA paperwork and information.
PERSONAL LEAVE OF ABSENCE/EDUCATIONAL	The Employee	Upon employment	Unpaid absence for personal or educational leave may be granted for up to 1 year without pay. Must apply in writing and receive prior approval. Medical/Dental coverage for self and dependents may be continued at employee's expense (current group rate) during leave.
PERSONAL DAYS	The College	Upon employment	5 personal days allowed per fiscal year. Subtracted from sick time.

Benefits are subject to change

RETIREMENT and SAVINGS

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
SURS	For Senior Management Team whose title includes Vice President, the College contributes the 8% for the employee.	Upon employment	Employee is eligible to receive a retirement benefit after satisfying certain SURS age and length of service requirements. SURS will send the employee information.
COLLEGE OF DUPAGE RETIREMENT BENEFITS	The College	Upon completion of 10 years of benefited consecutive service with COD and SURS minimum requirement to receive retirement benefit	Benefit eligible retiree is reimbursed up to \$2200 for medical insurance premiums up to age 65, age 65 and over up to \$1200 a year. \$10,000 paid life insurance policy is also issued to retiree for up to 5 years after retirement. Retirees who were regularly scheduled to work 30 or more hours per week and their eligible dependents may take credit classes through the College, paying 1/2 of the in-district tuition rate plus all fees. May register on or after the registration date for employees as published by the COD Registration Office.
SURS/RETIREE HEALTH INSURANCE	For Senior Management Team whose title includes Vice President, the College contributes the .5% for the employee.	Upon benefited employment	Mandatory .5% of gross deducted post-tax to offset SURS Health Insurance available at retirement.
MEDICARE	The Employee	Upon employment	Employees hired after 4/86 have 1.45% of gross compensation withheld for Medicare.
403b AND 457 PLANS	The Employee	Upon employment	Contributions are voluntary and made through payroll deductions. Visit the Plan Administrator website VALIC for additional information. New enrollments call (888) 569-7055. Current participants call (800) 448-2542.
FLEXIBLE SPENDING ACCOUNT	The Employee	Upon employment	The College offers Flexible Spending Accounts (pre-tax) for medical and dependent care expenses.

Benefits are subject to change

MISCELLANEOUS

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
CAR ALLOWANCE	The College	Upon employment	\$1000 annually.
CELL PHONE ALLOWANCE	The College	Upon employment	For Senior Management Team whose title includes Vice President.
JURY DUTY	The College	Upon employment	Employees continue to collect their regular salary while on jury duty, but not in addition to jury pay. Jury pay is turned into the Cashier's Office.
WITNESS DUTY	The College	Upon employment	Up to 2 days leave with pay may be granted for witness duty when subpoenaed for judicial proceedings. Any witness duty pay is turned into the Cashier's Office.
MILITARY SERVICE PHYSICAL EXAMS	The College	Upon employment	1 day leave with pay will be granted for a physical examination required for military duty.
RESERVE UNITS	The cost is shared between the Employee and the College	Upon employment	When summoned for duty in a reserve unit, the College will pay the employee the difference between military pay and the College pay, not to exceed 10 days. After 10 days, leave without pay is granted.
FREE CHECK CASHING	The College	Upon employment	Employees may cash personal checks up to \$50 (at no charge) at the Cashiers Office. Must have employee ID.
DIRECT DEPOSIT	N/A	Upon employment	Employee paychecks are directly deposited into the employee's designated account. Complete the direct deposit form and attach a voided check or deposit ticket. Contact the Payroll Department for more information.
LIBRARY	The College	Upon employment	Use of the College Library requires an employee ID.
BOOKSTORE AND GREENHOUSE	The College	Upon employment	Employees receive a 10% discount at the campus bookstore and a 10% discount at the greenhouse with an employee ID.

Benefits are subject to change

MISCELLANEOUS (continued)

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
ATHLETIC FACILITIES	The cost is shared between the Employee and the College	Upon employment	Employees receive discounted membership rates to the Chaparral Fitness Center in the Physical Education Building. Contact the Fitness Center for information.
EMPLOYEE DISCOUNT PROGRAM	The Employee	Upon employment	A detailed list of discounts available to employees is on Inside.COD .

EDUCATIONAL DEVELOPMENT and TUITION WAIVER

BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
TUITION WAIVER	The cost is shared between the Employee and the College	Upon employment	Employees and their income tax dependents may take credit classes through the College with reduced tuition. Employees pay 1/3 of in-district rates plus all fees. Employees and dependents may register on or after the registration date for employees as published by the COD Registration Office. Prior to dependents registering, the Tuition Waiver Dependent Verification Form available on Inside.COD (Employee Portal/Forms Library) must be completed each calendar year.
TUITION REIMBURSEMENT AND EDUCATIONAL/ PROFESSIONAL DEVELOPMENT	The College	Upon employment	Up to \$1850 per fiscal year is available for tuition reimbursement with <i>prior approval</i> . Of the \$1850, up to \$500 of that may be used for professional dues; up to \$240 may be used for health club membership, Weight Watchers or a similar program; up to \$600 per year may be used to reimburse pre-approved travel related expenses. The Tuition Reimbursement Form available on Inside.COD (Employee Portal/Forms Library) must be completed.

Benefits are subject to change

BENEFITS DIRECTORY

Blue Cross Blue Shield PPO		Blue Cross Blue Shield of Illinois
Customer Service	(800) 458-6024	
Pre-Authorization Medical Pre-Authorization Mental Health/Substance Abuse	(800) 635-1928 (800) 851-7498	
Provider Locator	(800) 810-2583	
24/7 Nurseline	(800) 299-0274	
Pharmacy Program (Prime)	(800) 423-1973	
Blue Cross Blue Shield Blue Care Dental	(800) 367-6401	Blue Cross Blue Shield of Illinois
Blue Cross Blue Shield HMO Illinois & HMO Blue Advantage		Blue Cross Blue Shield of Illinois
Customer Service	(800) 892-2803	
Substance Abuse	(800) 346-3986	
Pharmacy Program (Prime)	(800) 423-1973	
Cadence Health/Central DuPage Business Health (Physicals)	(630) 539-5246	
ElderCare Solutions	(630) 416-2140	ElderCare Solutions
Employee Assistance Program (EAP)	(630) 653-4218	Cadence Health Employee Assistance Program
First Commonwealth/Guardian (DMO)	(866) 494-4542	Guardian
Flex-Plan Services (flex spending)	(800) 669-3539	Flex-Plan Services Company Code: CDP
403b/457 Plans: VALIC	New enrollments: (888) 569-7055 Current participants: (800) 448-2542	VALIC
Reliance Standard (Long term disability and life insurance)	(800) 351-7500	Reliance Standard
Social Security Administration	(800) 772-1213	Social Security Administration
State Universities Retirement System (SURS)	(800) 275-7877	SURS
UNUM Long Term Care	(800) 227-4165	UNUM
Vision Service Plan	(800) 877-7195	VSP

Contact the Benefits Department with Questions:

Gail Conidi: 942-4272

Email: benefits@cod.edu

7. GENERAL PUBLIC COMMENTS

Special Board Meeting Agenda
January 28, 2015

**8. ANNOUNCEMENTS BY BOARD
CHAIRMAN**

Special Board Meeting Agenda
January 28, 2015

9. ADJOURN