

**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**REGULAR BOARD MEETING MINUTES**  
**THURSDAY, FEBRUARY 9, 2017**

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**I. CALL TO ORDER & ROLL CALL:**

At 8:19 p.m., Chairman Frank M. Zuccarelli called the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 to order. The meeting was held in the Board Room of the College, Room 2248.

*Present:* Trustees John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington, Frank M. Zuccarelli, and Student Trustee Ronnell Tatum.

*Absent:* Trustees Anthony DeFilippo and Terry Wells.

*Also present:* Donald Manning, President; Songie Adebisi, Vice President of Student Development; Lynette Stokes, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

**II. PLEDGE OF ALLEGIANCE**

Chairman Frank M. Zuccarelli led the Pledge of Allegiance.

**III. PUBLIC PARTICIPATION:**

There was none.

**IV. REPORTS/PRESENTATIONS**

Ms. Shelly Fickau and Ms. Leticia Carrillo delivered a presentation on the Latino Outreach Initiative to the Board of Trustees.

**V. PREVIOUS MEETING MINUTES**

**A. Policy Committee Meeting held January 12, 2017**

Trustee Daly moved and Trustee Rogers seconded to approve the minutes of the Policy Committee meeting held January 12, 2017. On roll call, John Daly, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Trustees Jacqueline Martin and Frank M. Zuccarelli passed. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**B. Finance Committee Meeting held January 12, 2017**

Trustee Whittington moved and Trustee Rogers seconded to approve the minutes of the Finance Committee meeting held January 12, 2017. On roll call, John Daly, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Jacqueline Martin passed. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**C. Regular Board of Trustees Meeting held January 12, 2017**

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Regular Board of Trustees meeting held on January 12, 2017. On roll call, John Daly, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Jacqueline Martin passed. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**D. Closed Session Meeting held January 12, 2017**

Trustee Whittington moved and Student Trustee Tatum seconded to approve the minutes of the Closed Session meeting held on January 12, 2017. On roll call, John Daly, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Jacqueline Martin passed. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**VI. NEW BUSINESS**

**A. Monthly Financial Report**

Trustee Martin moved and Student Trustee Tatum seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**B. Bills Payable for January, 2017**

Trustee Rogers moved and Trustee Whittington seconded to authorize the Treasurer to pay the list of bills payable for January, 2017 in the amount of \$3,367,419.22. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**C. Approval to accept the first reading of Board Policy 111.01, Reimbursement of Travel, Meal and Lodging Expenses for the Board of Trustees**

Trustee Rogers moved and Trustee Martin seconded to accept the first reading of Board Policy 111.01, Reimbursement of Travel, Meal and Lodging Expenses for the Board of Trustees. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**D. Approval to accept the first reading of Board Policy 405.03, Reimbursement of Travel, Meal and Lodging Expenses for South Suburban College employees**

Trustee Rogers moved and Trustee Martin seconded to accept the first reading of Board Policy 405.03, Reimbursement of Travel, Meal and Lodging Expenses for South Suburban College employees. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**E. Approval to accept the first reading of revised Board Policy 101.02, Equal Educational and Employment Opportunity**

Trustee Rogers moved and Student Trustee Tatum seconded to accept the first reading of revised Board Policy 101.02, Equal Educational and Employment Opportunity. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

**F. Approval to accept the second reading of and adopt Board Policy 311.00, Business Enterprise Policy**

Trustee Rogers moved and Trustee Martin seconded to accept the second reading of and adopt Board Policy 311.00, Business Enterprise Policy. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

## **VII. PERSONNEL RECOMMENDATIONS**

### **A. Retirements/Resignations/Terminations**

Trustee Daly moved and Trustee Whittington seconded to approve the retirement of Jan Green, Executive Assistant to the Vice President of Student Development, effective May 31, 2017, and grant permission to advertise to fill the vacated position. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **B. Appointments**

Trustee Daly moved and Trustee Martin seconded to approve the following appointments:

1. Appointment of Erin Murphey as Administrative Assistant I in Allied Health and Career Programs, effective February 13, 2017, and grant permission to advertise to fill the vacated position.
2. Appointment of Melinda Hill as a full-time, grant-funded Academic Assistant for HPOG Step-Up in the Allied Health and Careers Program, effective February 13, 2017

On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **C. Approval to Advertise**

Trustee Daly moved and Trustee Martin seconded to grant permission to advertise to fill the grant-funded position of Highway Construction Careers Training Program (HCCTP) Program Assistant.

### **D. Approval of the College President's Contract**

Trustee Daly moved and Trustee Martin seconded to approve the College President's employment contract. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **E. Approval to reappoint Administrative Staff for fiscal year 2018**

Trustee Rogers moved and Trustee Daly seconded to reappoint Administrative Staff, as listed, for fiscal year 2018. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **F. Approval to reappoint Technical Professional Exempt Staff for fiscal year 2018**

Trustee Daly moved and Student Trustee Tatum seconded to reappoint Technical Professional Exempt Staff, as listed, for fiscal year 2018. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **G. Approval to reappoint Grant-Funded Staff for fiscal year 2018**

Trustee Daly moved and Trustee Whittington seconded to reappoint Grant-Funded Staff, as listed, for fiscal year 2018. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

### **H. SSCFA Contract**

Trustee Daly moved and Trustee Whittington seconded to table the motion to approve the three (3) year South Suburban College Faculty Association Contract, 2017-2020 until further notice. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

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**VIII. Closed Session:**

There was none.

**ADJOURNMENT**

At 9:27 p.m., Trustee Martin moved and Trustee Rogers seconded that the Board Meeting be adjourned. On roll call John Daly, Jacqueline Martin, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion Carried.

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**Martin Lareau, Secretary to the Board of Trustees**

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**Frank M. Zuccarelli, Chairman of the Board of Trustees**