



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
FINANCE COMMITTEE MEETING AGENDA
DEFILIPPO, CHAIR; DALY AND ROGERS
THURSDAY, APRIL 11, 2019
7:50 PM

- I. Recommendation to authorize the Treasurer to make an inter-fund loan from the Working Cash fund to the Educational Fund in the amount of \$7,183,000 as per the attached resolution
- II. Recommendation to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance
- III. Recommendation to dispose of obsolete and/or broken equipment by selling it to the highest bidder
- IV. Recommendation to accept the bid of G.E. Roofing Company for the base bid and alternate #1 in the amount of \$927,875.00 for Phase II of the Roof Coating and Related Work Project, utilizing bond funds
- V. Recommendation to reject all bids for the Exterior Painting and Caulking Project



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM (ROOM 2248)

REGULAR BOARD MEETING AGENDA

THURSDAY, APRIL 11, 2019

8:00 PM

I. CALL TO ORDER/ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. PRESENTATIONS/REPORTS

V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- A. Revised Regular Board Meeting held February 14, 2019
- B. Special Board Meeting held March 11, 2019
- C. Special Board Meeting held March 25, 2019
- D. Finance Committee Meeting held March 14, 2019
- E. Regular Board Meeting held March 14, 2019
- F. Closed Session Meeting held March 14, 2019

VI. NEW BUSINESS

- A. Oath of Office for Student Trustee Elect (M. Lareau)
- B. Monthly Financial Report (T. Pollert)
- C. Approval of the payment of bills for April 2019 (T. Pollert)
- D. Approval to authorize the Treasurer to make an inter-fund loan from the Working Cash fund to the Educational Fund in the amount of \$7,183,000 as per the attached resolution (A. DeFilippo)
- E. Approval to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance (A. DeFilippo)
- F. Approval to dispose of obsolete and/or broken equipment by selling it to the highest bidder (A. DeFilippo)
- G. Approval to accept the bid of G.E. Roofing Company for the base bid and alternate #1 in the amount of \$927,875.00 for Phase II of the Roof Coating and Related Work Project, utilizing bond funds (A. DeFilippo)
- H. Approval to reject all bids for the Exterior Painting and Caulking Project (A. DeFilippo)
- I. Approval to reduce the number of Faculty Sabbaticals to zero for the 2019-2020 academic year (T. Williams)

VII. PERSONNEL RECOMMENDATIONS

- A. Retirements/Resignations/Terminations
- B. Appointments
- C. Approval to remove the recommendations to terminate employment from the table, and to refer the recommendations back to Administration for further action

IX. CLOSED SESSION

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.

X. MISCELLANEOUS

XI. ADJOURNMENT

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

REVISED

REGULAR BOARD MEETING MINUTES

THURSDAY, FEBRUARY 14, 2019

I. CALL TO ORDER & ROLL CALL:

At 8:31 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Board Room of the College, Room 2248.

Present: Chairman Frank M. Zuccarelli, Trustees John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington.

Absent: Trustee Terry Wells.

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board; College Attorney Stanley Kuser.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Frank M. Zuccarelli.

III. PUBLIC PARTICIPATION:

Dr. Miriam Anthony requested permission to address the Board of Trustees in Closed Session regarding agenda item FY19-VIII.C.1.

IV. REPORTS/PRESENTATIONS

The South Suburban College Board of Trustees was formally recognized for allowing the School of Police Staff and Command to utilize the Oak Forest Campus for training.

V. PREVIOUS MEETING MINUTES

A. Regular Board meeting held January 10, 2019

Trustee Whittington moved and Trustee Rogers seconded to approve the minutes of the Regular Board meeting held January 10, 2019. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Anthony DeFilippo passed. Motion carried.

B. Closed Session meeting held January 10, 2019

Trustee Payne moved and Trustee Whittington seconded to approve the minutes of the Closed Session meeting held January 10, 2019. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Anthony DeFilippo passed. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Rogers moved and Trustee DeFilippo seconded to accept the Monthly Financial Report and Mid-year Financial Report as presented by Treasurer Tim Pollert. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

B. Bills Payable for February 2019

Trustee Rogers moved and Trustee DeFilippo seconded to authorize the Treasurer to pay the list of bills payable for February, 2019, in the amount of \$3,666,132.43. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

C. Approval to accept the bid of Midwest Mechanical for the base bid, alternate E-1 and alternate E-2 in the amount of \$2,333,050.00 for the HVAC/Temperature Control/Direct Digital Controls Conversion and Related Work Project, utilizing bond funds

Trustee DeFilippo moved and Trustee Payne seconded to accept the bid of Midwest Mechanical for the base bid, alternate E-1 and alternate E-2 in the amount of \$2,333,050.00 for the HVAC/Temperature Control/Direct Digital Controls Conversion and Related Work Project, utilizing bond funds. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

D. Approval to accept the bid of Flooring Resources Corporation in the amount of \$42,531.00 for the purchase of carpet and carpeting supplies, utilizing bond funds

Trustee DeFilippo moved and Trustee Whittington seconded to accept the bid of Flooring Resources Corporation in the amount of \$42,531.00 for the purchase of carpeting and carpeting supplies, utilizing bond funds. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

VIII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Daly moved and Trustee Whittington seconded to approve the following resignations:

1. Approve the resignation of Danielle Jones, Administrative Assistant I in the Allied Health Department, effective January 23, 2019, and grant permission to advertise to fill the vacated position, as needed.
2. Approve the resignation of Andrea Guzman, Financial Aid Advisor in the Financial Aid Department, effective February 4, 2019, and grant permission to advertise to fill the vacated position, as needed.
3. Approve the resignation of Shauntrese Porch, Nursing Instructor in the Nursing Department, effective February 1, 2019, and grant permission to advertise to fill the vacated position, as needed.

On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

B. Appointments

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

1. Approve the appointment of Khyrs Dixon-Smith as a full-time Administrative Assistant II in the Allied Health Department, effective February 19, 2019, and grant permission to advertise to fill the vacated position, as needed.
2. Approve the appointment of William Radtke as Manager of the Academic Assistance Center, effective February 19, 2019.

On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

VII. Closed Session:

At 8:55 p.m., the Board entered into Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation on a motion made by Trustee DeFilippo and seconded by Trustee Whittington. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

The Board resumed open session at 10:10 p.m. on a motion made by Trustee Whittington and seconded by Trustee Payne. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

C. Approval to reappoint Administrative Staff, as listed, for fiscal year 2020

Trustee Daly moved and Trustee Whittington seconded to approve the Administrative Staff, as listed for fiscal year 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

D. Approval to reappoint Technical Professional Exempt Staff, as listed, for fiscal year 2020

Trustee Daly moved and Trustee Whittington seconded to approve the Technical Professional Exempt Staff, as listed for fiscal year 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

E. Approval to reappoint Grant-Funded Staff, as listed, for fiscal year 2020

Trustee Daly moved and Trustee Payne seconded to approve the Grant-Funded Staff, as listed for fiscal year 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

F. Approval to accept the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Teachers Union, AFT Local 1600, to amend Appendix A, Membership Application and Payroll Dues Deduction Authorization, in the Faculty, Adjunct Faculty and Support Staff Union Contracts.

Trustee Daly moved and Trustee Rogers seconded to accept the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Teachers Union, AFT Local 1600, to amend Appendix A, Membership Application and Payroll Dues Deduction Authorization, in the Faculty, Adjunct Faculty and Support Staff Union Contracts. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

ADJOURNMENT

At 10:18 p.m., Trustee Payne moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
GLENWOOD OAKS, 106 MAIN STREET, GLENWOOD, ILLINOIS
SPECIAL BOARD MEETING MINUTES
THURSDAY, MARCH 11, 2019

I. CALL TO ORDER & ROLL CALL:

At 6:10 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Vice Chairman John Daly. The meeting was held at Glenwood Oaks, 106 Main Street, Glenwood, Illinois.

Present: Vice Chairman John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, and Terry Wells. Chairman Frank M. Zuccarelli arrived at 6:50 p.m.

Absent: Trustee Joseph Whittington

Also present: Lynette D. Stokes, President; Ronald Kawanna, Associate Vice President of Academic Services and Institutional Effectiveness; Martin Lareau, Vice President of Administration and Secretary to the Board

II. PUBLIC PARTICIPATION:

There was none.

III. REPORTS

A. Preparation for Higher Learning Commission Site Visit (L. Stokes/R. Kawanna)

Discussion was held in regards to the Higher Learning Commission reaccreditation.

Trustee DeFilippo left the meeting at 7:15 p.m.

IV. CLOSED SESSION

There was none.

ADJOURNMENT

At 8:03 p.m., Trustee Payne moved and Trustee Wells seconded that the Board Meeting be adjourned. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

MI-JACK CONFERENCE ROOM

SPECIAL BOARD MEETING MINUTES

THURSDAY, MARCH 25, 2019

I. CALL TO ORDER & ROLL CALL:

At 12:00 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Mi-Jack Conference room of the College.

Present: Chairman Frank M. Zuccarelli, Trustees John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, and Joseph Whittington.

Absent: None.

Also present: Lynette D. Stokes, President; Carleen Vande Zande, HLC Team Chair; Angela Sivadon, HLC Peer Reviewer; Arthur Rich, HLC Peer Reviewer; Carolyn Kasdorf, HLC Peer Reviewer.

II. PUBLIC PARTICIPATION:

There was none.

III. REPORTS

A. Higher Learning Commission Meeting with South Suburban College Board of Trustees

The Higher Learning Commission Peer Reviewers discussed topics relevant to the reaccreditation of the College with the Board of Trustees and President Lynette D. Stokes.

IV. CLOSED SESSION

There was none.

ADJOURNMENT

At 1:00 p.m., the Special Board Meeting was adjourned.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
MINUTES OF THE FINANCE COMMITTEE
THURSDAY, MARCH 14, 2019

Trustee Anthony DeFilippo called the Finance Committee meeting to order at 8:06 p.m.

Committee members present: Trustees John Daly, Anthony DeFilippo and Janet Rogers

Committee members absent: None

Other Board members in attendance: Trustees Vivian Payne, Terry Wells, and Joseph Whittington.

Other Board members absent: Chairman Frank M. Zuccarelli

Administration present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board. College Attorney Stanley Kusper

Agenda:

I. Recommendation to increase the transcript fee from \$5 to \$8, effective June 3, 2019

Trustee DeFilippo recommended the Board grant approval to increase the transcript fee from \$5 to \$8, effective June 3, 2019 at the regular Board of Trustees meeting.

II. Recommendation to approve the course and instructional technology/lab fee changes, as presented, beginning with the fall 2019 semester.

Trustee DeFilippo recommended the Board approve the course and instructional technology/lab fee changes, as presented, at the regular Board of Trustees meeting.

The meeting adjourned at 8:11 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS
REGULAR BOARD MEETING MINUTES
THURSDAY, MARCH 14, 2019

I. CALL TO ORDER & ROLL CALL:

At 8:12 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Vice Chairman John Daly. The meeting was held in the Board Room of the College, Room 2248.

Present: Vice Chairman John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, and Joseph Whittington.

Absent: Chairman Frank M. Zuccarelli.

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board; College Attorney Stanley Kuser.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chairman John Daly.

III. PUBLIC PARTICIPATION

Ms. Cheryl Brown and Mr. Nathan Williams requested permission to address the Board of Trustees in Closed Session regarding agenda items FY19-VIII.A.2 and FY19-VIII.A.3, respectively.

IV. REPORTS/PRESENTATIONS

A presentation on the Higher Learning Commission Reaccreditation Site Visit was presented to the Board of Trustees by Dr. Ron Kawanna.

V. PREVIOUS MEETING MINUTES

A. Finance Committee meeting held February 14, 2019

Trustee DeFilippo moved and Trustee Rogers seconded to approve the minutes of the Finance Committee meeting held February 14, 2019. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Terry Wells passed. Motion carried.

B. Regular Board meeting held February 14, 2019

Trustee DeFilippo moved and Trustee Whittington seconded to approve the minutes of the Regular Board meeting held February 14, 2019. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Terry Wells passed. Motion carried.

B. Closed Session meeting held February 14, 2019

Trustee Whittington moved and Trustee Payne seconded to approve the minutes of the Closed Session meeting held February 14, 2019. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Terry Wells passed. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Wells moved and Trustee Whittington seconded to accept the Monthly Financial Report as presented by Vice President of Administration, Martin Lareau. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Terry Wells voted aye. Nays: None. Motion carried.

B. Bills Payable for March 2019

Trustee DeFilippo moved and Trustee Wells seconded to authorize the Treasurer to pay the list of bills payable for March, 2019, in the amount of \$3,167,305.11. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Terry Wells voted aye. Nays: None. Motion carried.

C. Approval to increase the transcript fee from \$5 to \$8, effective June 3, 2019

Trustee DeFilippo moved and Trustee Payne seconded grant approval to increase the transcript fee from \$5 to \$8, effective June 3, 2019. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: None. Motion carried.

D. Approval of the recommended course and instructional technology/lab fee changes beginning with the fall 2019 semester

Trustee DeFilippo moved and Trustee Whittington seconded to approve the recommended course and instructional technology/lab fee changes beginning with the fall 2019 semester. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

VIII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Rogers moved and Trustee Wells seconded to approve the resignation of Jouhan Sawe, full-time Help Desk Coordinator in the Academic Computing and Telecommunications Department, effective March 15, 2019, and grant permission to advertise to fill the vacated position, as needed. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

VII. Closed Session:

At 8:31 p.m., the Board entered into Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation on a motion made by Trustee DeFilippo and seconded by Trustee Rogers. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

The Board resumed open session at 9:34 p.m. on a motion made by Trustee Rogers and seconded by Trustee Payne. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

A. Retirements/Resignations/Terminations Continued

Trustee Rogers moved and Trustee Whittington seconded to table the following terminations:

1. Termination of Cheryl Brown, full-time Custodian in the Physical Plant Department, effective March 15, 2019, and grant permission to advertise to fill the vacated position, as needed.
2. Termination of Nathan Williams, full-time Custodian in the Physical Plant Department, effective March 15, 2019, and grant permission to advertise to fill the vacated position, as needed.

B. Appointments

Trustee Payne moved and Trustee Rogers seconded to approve the appointment of Tiffany McCrary as a full-time Nursing Lab Supervisor for the Nursing Program, effective March 18, 2019, pending successful completion of a criminal background investigation. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

C. Grant permission to advertise

Trustee Wells moved and Trustee Whittington seconded to grant permission to advertise to fill the following positions:

1. Permission to advertise the position of Vice President of Student and Enrollment Services.
2. Permission to advertise the position of Dean of Nursing.

On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

ADJOURNMENT

At 9:37 p.m., Trustee Rogers moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, and Terry Wells voted aye. Nays: none. Motion Carried.

Janet Rogers, Secretary of the Board

John Daly, Vice Chairman



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19.VI.A

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

- ___ Policy
- ___ Finance
- ___ Architectural
- ___ Other

FUNDING

- ___ Operating
- ___ College Capital
- ___ Protection, Health and Safety
- ___ Grant Funded
- ___ Student Life
- ___ Special Levies

PROPOSAL SUMMARY

The Proposal is to swear in the South Suburban College Student Trustee Elect, Babatunde Adamson.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

The South Suburban College Student Trustee Election held on March 4th, 5th & 6th. On March 7th, Babatunde Adamson was declared the winner of the SSC Student Trustee Election. This action supports the SSC Strategic Plan Core Values.

MOTION

Move to swear in Babatunde Adamson as the South Suburban College Student Trustee effective April 11, 2019.

Approvals:

- * Are funds available in the budget?
- * Is this related to any previous Board action?
- * Is this part of a large project requiring additional funds? (Explain)

Yasha J. Williams
Appropriate Vice President

4/8/19
Date

[Signature]
President

4/8/19
Date



SOUTH SUBURBAN COLLEGE

15800 S. State St.
South Holland, IL
60473-1200
(708) 596-2000

Board of Trustees

Frank M. Zuccarelli,
Chairman

John A. Daly,
Vice-Chair

Anthony P. DeFilippo

Vivian Payne

Janet M. Rogers
Secretary

Terry R. Wells

Joseph Whittington Jr.

Dr. Lynette D. Stokes,
College President

Our Mission
Is to **Serve** our
Students and
the **Community**
Through Lifelong
Learning.

SOUTH SUBURBAN COLLEGE

Office of the Vice President of Student and Enrollment Services

TO: South Suburban College Board of Trustees
FROM: Tasha Williams, Vice President of Academic Services *TW*
DATE: March 7, 2019
SUBJECT: 2019 Student Trustee Election

On March 4, 5, and 6, 2019, the South Suburban College Student Trustee Election was held through the "My SSC" portal. On March 7, 2019, Babatunde' Adamson was declared the winner of the election and will serve as our 2019 – 2020 Student Trustee.

TW/ab

1. South Suburban College

2019 Student Trustee Election Candidates.

Please choose one or write in a candidate:

Babatunde' Adamson

36 (95%)



Alana Kostler

1 (3%)



Ana Torres

1 (3%)



Total: 38



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST Agenda Item FY19-VI.B

For Board Information in April, 2019.

For Board Action in April, 2019.

Board Committee:

- Policy
- Finance
- Architectural
- Other

Funding:

- College Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

[Empty box for Proposal Summary]

ESTIMATED COST OR BENEFIT

[Empty box for Estimated Cost or Benefit]

JUSTIFICATION OF ACTION

Please refer to the attached Investment Report and Financial Summary enclosed in your Board packet for the period ending February 28, 2019. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move to accept the Financial Report as presented.

- *Are funds available in the budget? _____
- *Is this related to any previous Board action? _____
- *Specify above if matching funds are required.
- *Is this part of a large project requiring additional funds? (Explain) _____
- *Attach supplemental information as necessary

Approvals

Tim Pollat

Controller/Treasurer

Mark Farney

Vice-President

[Signature]

President

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

To: Board of Trustees

From: Tim Pollert

Date: April 1, 2019

Subject: Financial Report For The Period Ending February 28, 2019

Following is a Financial Summary Sheet and a set of Investment Reports for the above mentioned period. The first page is a Consolidated Statement of Revenues, Expenditures and Fund Balances for all funds. In the Operating Funds, a combination of the Educational and the Operations and Maintenance Funds, the following occurred:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$2,537,358.88	\$19,197,469.87
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,764,036.41	\$21,604,784.45

Activity for the month and year to date totals in all funds are as follows:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$2,604,543.18	\$32,077,910.67
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,197,964.89	\$35,064,937.10
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$593,421.71)	(\$2,987,026.43)

On page eight of the Investment Report you will see our investments for the period:

<u>Total Investments</u>	<u>Average Rate of Return</u>	<u>Basis Point Change from Last Month</u>
\$9,439,578.11	2.38%	-1

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$3,009,518.50	\$51,098.15	\$3,060,616.65
August	\$2,501,285.50	\$107,156.55	\$2,608,442.05
September	\$2,651,187.45	\$103,841.58	\$2,755,029.03
October	\$1,377,830.55	\$799,368.33	\$2,177,198.88
November	\$2,161,040.00	\$101,895.47	\$2,262,935.47
December	\$1,185,183.00	\$299,875.25	\$1,485,058.25
January	\$2,001,857.15	\$308,973.51	\$2,310,830.66
February	\$2,228,175.84	\$309,183.04	\$2,537,358.88
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$17,116,077.99	\$2,081,391.88	\$19,197,469.87

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,771,838.69	\$304,078.48	\$3,075,917.17
August	\$3,111,498.05	\$427,163.11	\$3,538,661.16
September	\$2,924,118.66	\$345,221.12	\$3,269,339.78
October	\$1,942,574.47	\$294,157.06	\$2,236,731.53
November	\$1,737,377.65	\$322,246.38	\$2,059,624.03
December	\$1,820,442.96	\$341,933.30	\$2,162,376.26
January	\$2,158,303.61	\$339,794.50	\$2,498,098.11
February	\$2,327,411.38	\$436,625.03	\$2,764,036.41
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$18,793,565.47	\$2,811,218.98	\$21,604,784.45

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$3,635,851.73	\$3,801,528.11	(\$165,676.38)
August	\$5,952,185.50	\$6,965,503.22	(\$1,013,317.72)
September	\$4,100,853.78	\$4,343,545.47	(\$242,691.69)
October	\$3,131,489.07	\$3,685,083.36	(\$553,594.29)
November	\$3,599,904.78	\$3,613,648.31	(\$13,743.53)
December	\$5,151,745.48	\$5,358,654.64	(\$206,909.16)
January	\$3,901,337.15	\$4,099,009.10	(\$197,671.95)
February	\$2,604,543.18	\$3,197,964.89	(\$593,421.71)
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$32,077,910.67	\$35,064,937.10	(\$2,987,026.43)

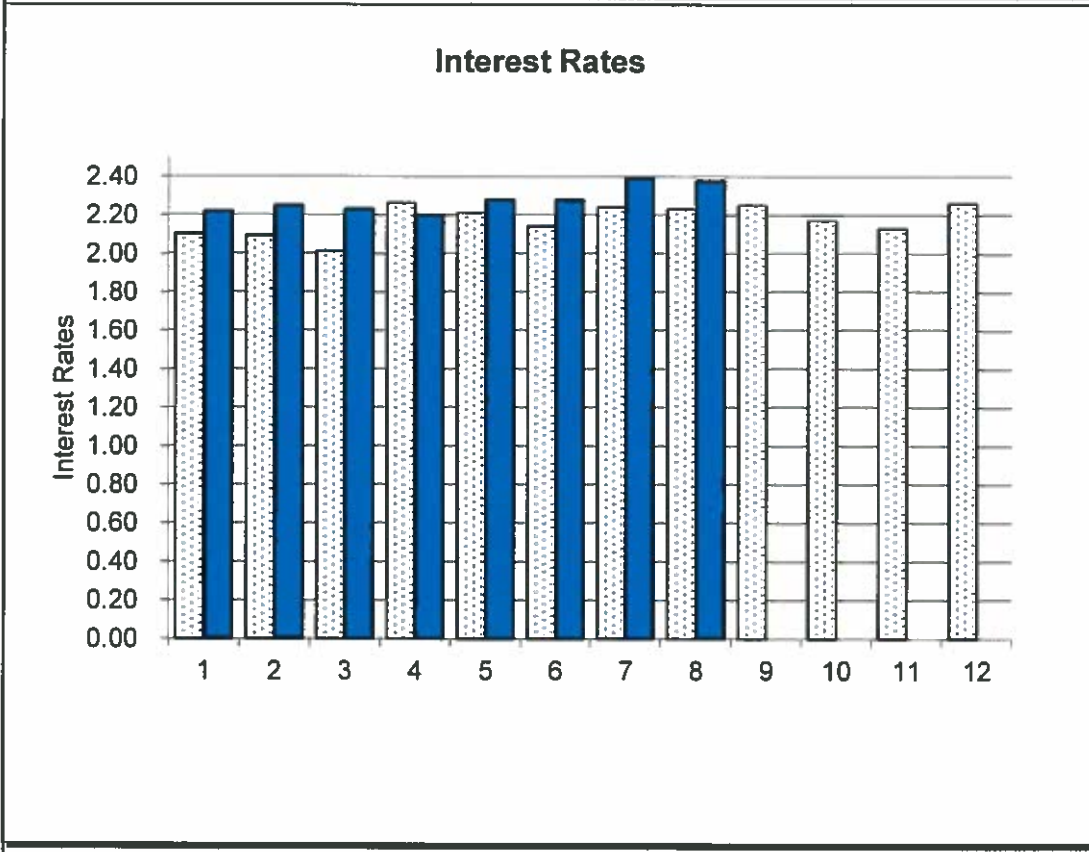
	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$12,559,976.45	2.22%	(4)
August	\$14,471,281.70	2.25%	3
September	\$13,723,095.36	2.23%	(2)
October	\$12,616,989.71	2.20%	(3)
November	\$9,460,593.67	2.28%	8
December	\$9,380,459.41	2.38%	10
January	\$9,107,200.86	2.39%	1
February	\$9,439,578.11	2.38%	(1)
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

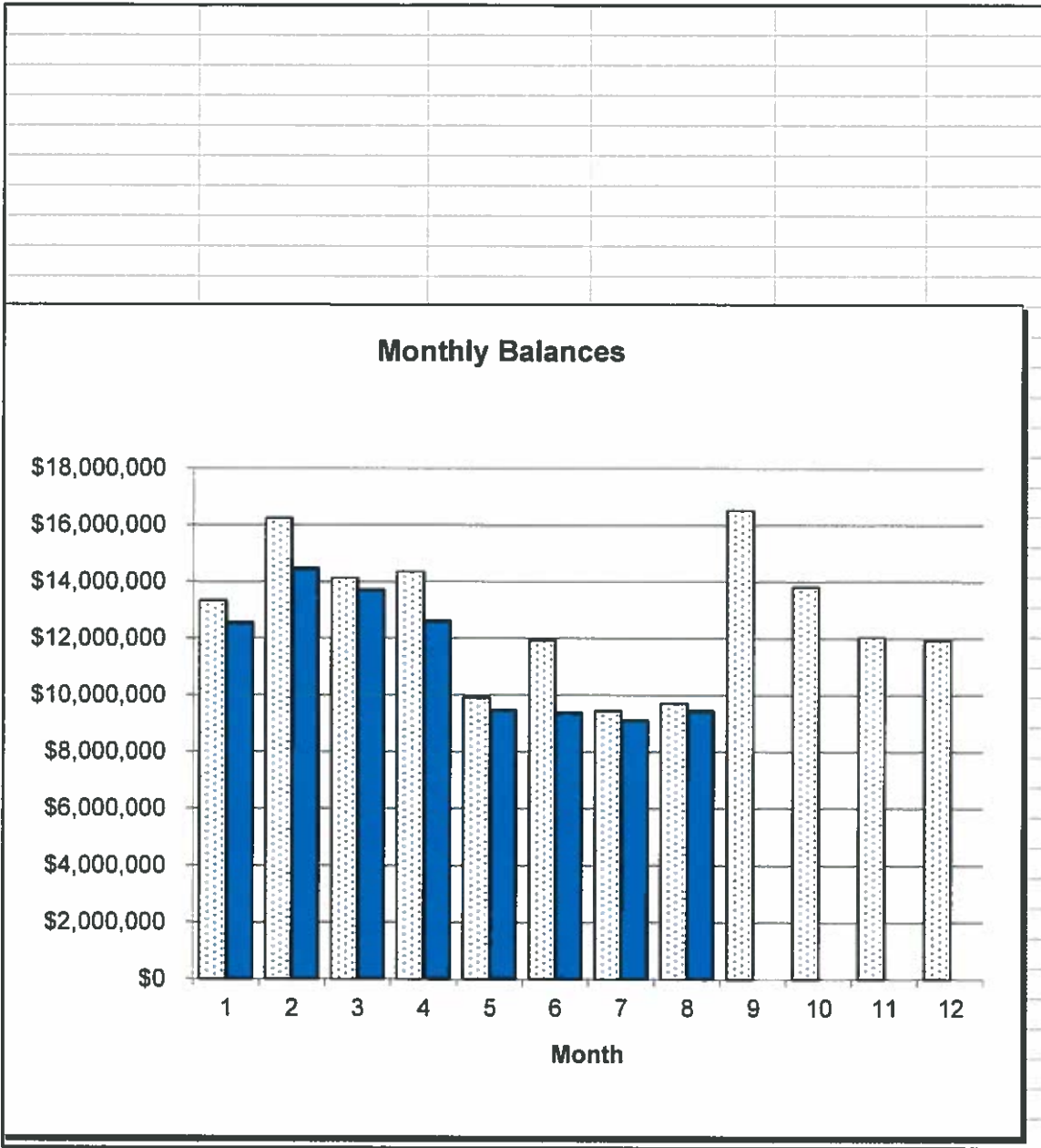
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	21%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	2,714,715.14	0.00	2,714,715.14	29%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	4,739,760.07	0.00	4,739,760.07	50%
	Total	9,439,578.11	0.00	9,439,578.11	100%
	Average %	2.38			

South Suburban College

Investment Summary				
	F Y 2017 - 2018		F Y 2018 - 2019	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	\$13,317,249	2.10	\$12,559,976	2.22
August	16,227,947	2.09	14,471,282	2.25
September	14,124,024	2.01	13,723,095	2.23
October	14,347,404	2.26	12,616,990	2.20
November	9,895,293	2.21	9,460,594	2.28
December	11,923,377	2.14	9,380,459	2.28
January	9,444,726	2.24	9,107,201	2.39
February	9,703,650	2.23	9,439,578	2.38
March	16,507,053	2.25		
April	13,815,534	2.17		
May	12,037,191	2.13		
June	11,919,425	2.26		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY19-VI.C

For Board Information in April, 2019.

For Board Action in April, 2019.

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

[Empty box for Proposal Summary]

ESTIMATED COST OR BENEFIT

[Empty box for Estimated Cost or Benefit]

JUSTIFICATION OF ACTION

Paying the bills supports (Vision Statement Strategic Direction 2, SSC.2.17) to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Hereby authorize the Treasurer to pay the following list of bills:

Education Fund	\$2,428,782.19
Operation & Maintenance Fund	299,774.05
Operation & Maintenance Restricted Fund	48,188.01
Auxiliary Enterprise Fund	132,185.77
Restricted Funds	359,181.33
Special Levies Fund	59,188.11
Flex Plan Fund	<u>5,185.59</u>
Total	\$3,332,785.05

- * Are funds available in the budget? yes
- * Is this related to any previous Board action? _____
- * Specify above if matching funds are required.
- * Is this part of a large project requiring additional funds? (Explain) No
- * Attach supplemental information as necessary

APPROVALS



 Controller/Treasurer



 Vice-President



 President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY19-VI.D

For Board Information in April, 2019

For Board Action in April, 2019

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

As in past years, the Education Fund is in need of a loan from the Working Cash Fund. The amount needed is exactly the same as last year and will be repaid within the time period as required by state statutes.

ESTIMATED COST OR BENEFIT

To utilized all resources of the College in the most cost effective manner.

JUSTIFICATION OF ACTION

The College will not receive the balance of its 2018 tax monies until August or September. In addition, the funding received from various programs and grants from the State of Illinois are reimbursed after the expenses have been paid. These actions require a loan for operating purposes to meet current cash requirements and supports (Vision Statement Strategic Direction 2, SSC.2.17) to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move that the Board of Trustees authorize the Treasurer to make an inter-fund loan from the Working Cash Fund to the Educational Fund in the amount of \$7,183,000 as per the attached resolution.

- * Are funds available in the budget? _____
- * Is this related to any previous Board action? _____
- * Specify above if matching funds are required.

- * Is this part of a large project requiring additional funds? (Explain)

- * Attach supplemental information as necessary

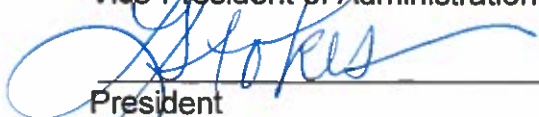
APPROVALS



 Controller/Treasurer



 Vice-President of Administration



 President

RESOLUTION

Authorizing a loan from the Working Cash Fund of Community College District #510, South Suburban College of Cook County, State of Illinois, to the Educational Fund and directing the Community College Treasurer to make such transfer.

WHEREAS, there are insufficient funds on deposit in the Educational Fund of Community College District #510, South Suburban College of Cook County, State of Illinois (the "District") to meet ordinary and necessary disbursements for educational purposes therefrom; and

WHEREAS, in accordance with the provisions of the Public Community College Act, 110 Illinois Compiled Statutes 805/3-33.6, the following recitals are made:

A. Taxes or other funds in anticipation of collection or receipt of which the Working Cash Fund is to be reimbursed are:

2019 Educational Fund	\$4,150,000.00
-----------------------	----------------

B. The entire amount of taxes extended, or which the Board of Trustees of the District estimates will be extended or received this year in anticipation of the collection of all or part of which the Working Cash Fund is to be reimbursed is:

2020 Educational Fund	\$3,375,000.00
-----------------------	----------------

C. The aggregate amount of tax anticipation warrants or notes issued in anticipation of the collection of such taxes together with the amount of interest accrued for the Educational Fund and which the Board of Trustees of the District estimates will accrue is:

Educational Fund	None
------------------	------

D. The amount of moneys which the District anticipates to collect for the balance of the year from the State, Federal government or other sources including interest in anticipation of the receipt of all or part of which such transfer will be made is:

Credit Hour Grant	None
-------------------	------

Equalization	None
--------------	------

E. The aggregate amount of receipts from taxes imposed to replace revenue lost by local government units and school districts as a result of the abolition of ad

valorem personal property taxes which the Board of Trustees of the District estimates will be set aside for the proportionate amount of debt service and pension retirement obligations is:

C P P R T	\$415,000.00
-----------	--------------

F. The aggregate amount of moneys heretofore transferred from the Working Cash Fund to the Educational Fund in anticipation of the collection of such taxes or of the receipts of such other moneys from other sources is:

Balance	None
---------	------

WHEREAS, such taxes levied or to be received from educational purposes when collected are to be applied first to the payment of any such warrants or notes and the interest thereon and then to the reimbursement of the Working Cash Fund; and

WHEREAS, the amount which this Resolution directs the Treasurer of the District to so transfer in anticipation of the collection of taxes levied or to be received for the year, together with the aggregate amount of such anticipation tax warrants or notes heretofore drawn against such taxes and the amount of interest accrued and estimated to accrue thereon; the amount estimated to be required to satisfy debt service and pension or retirement obligations; and the aggregate amount of such transfer heretofore made in anticipation of the collection of such taxes does not exceed 90% of the actual or estimated amount of such taxes extended or to be extended or to be received as set forth in the Resolution; and

WHEREAS, the amount which this Resolution directs the Treasurer of the District to so transfer in anticipation of the receipt of moneys to be derived for the year from the State, Federal Government or from other sources, together with the aggregate amount heretofore transferred in anticipation of the receipt of any such moneys, does not exceed the total amount which is so estimated will be received from such source; and

WHEREAS, the Board of Trustees of the District desires to effectuate said loan between the Educational Fund of the District and the Working Cash Fund of the District; and

WHEREAS, it is hereby determined that it is in the best interest of the District to loan the Educational Fund of the District the amount of \$7,183,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District #510, County of Cook and State of Illinois, as follows:

SECTION 1. The Board of Trustees of the District does hereby authorize and direct the Treasurer of the District to transfer to the Educational Fund of the District the sum of \$7,183,000 from the Working Cash Fund of the District effective April 12, 2019.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage.

Passed by the Following Roll Call Vote this 11th day of April 2019.

Trustee _____ made the motion to adopt.

Trustee _____ seconded.

AYES:

NAYS:

ABSENT:

Chairman Frank M. Zuccarelli

ATTEST:

Secretary Martin Lareau

SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST Agenda Item _____

For Board Information in

For Board Action in

BOARD COMMITTEE:

- _____ Policy
- Finance
- _____ Architectural
- _____ Other

FUNDING:

- College Operating
- _____ College Capital
- _____ Protection, Health, and Safety
- _____ Grant Funded
- _____ Student Life
- _____ Special Levies

PROPOSAL SUMMARY

Approval to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

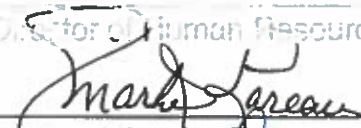
The Board must approve the Insurance Committee's recommendation to renew our employee health and life insurance plans to ensure the continued provision of insurance benefits. This action supports the College Strategic Plan core values of collaboration, Vision Statement and Strategic Direction 2, SSC 2.17 to continue to provide an efficient transparent, and financially secure institution.

MOTION

Approval to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance.

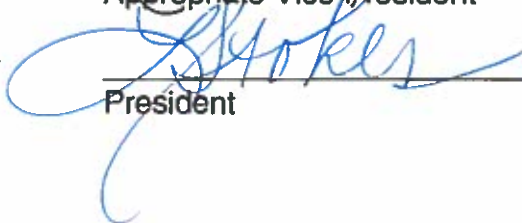
- * Are funds available in the budget? Yes _____
- * Is this related to any previous Board action? No _____
- * Specify above if matching funds are required.
- * Is this part of a large project requiring additional funds? (Explain) No _____

APPROVALS

Director of Human Resources


Appropriate Vice President

- * Attach supplemental information as necessary



President

To: Lynette Stokes, South Suburban College President
From: Jack Kirkpatrick, Chairman, Joint Insurance Committee
Date: April 3, 2019
Subject: Joint Insurance Committee Recommendations; Medical, Vision, Dental, and Life Insurances.

The Insurance Committee has reviewed and considered; renewals, markets, additions, and plan changes for our medical, dental, vision, and life insurance plans. Plan renewal history; our PPO ran at an 96.8% vs 95.4% last year, claims to premium loss ratio, and the HMO ran at 75.0% up from last year's 72.5%; the HMO with one large claim over the \$75,000 pooling level, and the PPO with 3 large claims over the \$75,000 pooling level. The combined PPO/HMO loss ratio this year was 79.4% vs last year's 77.4%. BCBS's target loss ratio for the most recent experience period is 80.1%. RX trend has increased from 7.3% annually, up to 8.4%. The PPO medical trend has slightly decreased from 5.8%, down to 5.7% annually; and the HMO trend has decreased from 5.5% to 3.3%. The PPO access fees have remained at 2.51% of hospital discounts, and SSC's pooling level has remained at \$75,000. SSC's PPO ACV (Average Claim Value) increased +4.2% and the HMO ACV increased by +3.1% compared to the prior period.

Changes and Additions:

Sun Life renewal came in with a +35.83% increase. Vista National secured Markets and Dearborn National was the most competitive with a rate decrease of -16.67%. Additionally, as Dearborn National is a subsidiary of Blue Cross Blue Shield, they were able to secure an overall health plan premium reduction of -1.99%.

Recommendations:

The insurance committee recommends the following renewals, additions and changes of the following plans effective July 1, 2019:

- Blue Cross Blue Shield PPO Plans: -1.99% overall plan; No Plan Change (Decrease).
- Blue Cross Blue Shield HSA Plans: -1.99% overall plan; No Plan Change (Decrease).
- Blue Cross Blue Shield HMO Plans: -1.99% overall plan; No Plan Change (Decrease).
- Tele-Med 1-800MD No Change
- Delta Dental Plan: No Change
- EyeMed Vision: No Change; Rate Lock
- Life Insurance AD&D Plans: Carrier Change: Dearborn National -16.67% (Decrease).
- Supplemental Dental: No Change
- Retain Vista National as Broker

cc: Dave Anderson, Laurie Czulno, Jamie Welling, Erica Humphery, Martin Lareau, Shannan Smith, Rea Alder, Kim Pigatti, GA Griffith, Tim Pollert



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.E

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Board Policy 304.01 directs the Administration to dispose of obsolete and/or broken equipment by selling it to the highest bidder.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION


This action is needed to clear College storage areas of obsolete and/or broken equipment. This action supports Strategic Direction SSC.2.17, to continue to provide an efficient, transparent, and financially secure institution.

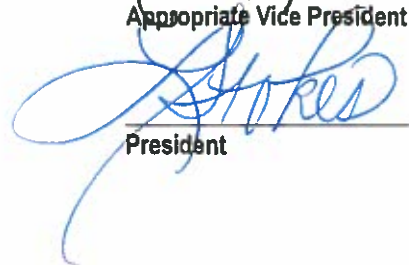
MOTION

Move to declare the attached list of property surplus, and authorize the Administration to dispose of same as per Board Policy 304.01.

Approvals:

- * Are funds available in the budget? N/A
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain) No


 Appropriate Vice President 3/26/19
 Date


 President 4/8/19
 Date

Item	Qty	Description	Condition
1			
2	1	Lucent Technologies Definity, 4 cabinet phone system	Obsolete
3	1	Lucent Technologies Definity, 1 cabinet phone system	Obsolete
4	1	Lucent Technologies Definity, 1 cabinet phone system	Obsolete
5	1	Lucent Technologies Intuity voicemail system	Obsolete
6	200	Avaya phones	Obsolete
7	1	Hoyer manual patient lift model 44187	Broken
8	14	Extreme Access Point Altitude 300	Obsolete
9	1	Cisco Firewall PIX-506E	Obsolete
10	2	Cisco Firewall PIX-515E	Obsolete
11	1	Cisco Firewall PIX-520	Obsolete
12	1	Cisco Firewall PIX-525	Obsolete
13	1	Bay Networks Hub BayStack 100Base-T Hub	Obsolete
14	2	Bay Networks Hub BayStack 102	Obsolete
15	13	Bay Networks Hub BayStack 253	Obsolete
16	1	Synoptics Hub LattisHub 2803	Obsolete
17	2	Synoptics Hub LattisHub 2814	Obsolete
18	1	Bay Networks Media Converter BayStack 30-F	Obsolete
19	1	Black Box Media Converter Rack Mount 20 Port ST to RJ45	Obsolete
20	1	Black Box Media Converter Rack Mount Port SC to RJ45	Obsolete
21	1	Hubbell Patch Panel 12 Port SC Fiber Panel	Obsolete
22	8	Hubbell Patch Panel 12 Port ST Fiber Panel	Obsolete
23	15	Hubbell Patch Panel 24 Port ST Fiber Panel	Obsolete
24	2	Molex Patch Panel 18 Port SC Fiber Patch Panel	Obsolete
25	1	Panduit Patch Panel OptiCom 12 Port SC Fiber Panel	Obsolete
26	1	Cisco Firewall PIX-520	Obsolete
27	1	Cisco Firewall PIX-525	Obsolete
28	4	Cisco Router Cisco 2620	Obsolete
29	1	Cisco Router Cisco 3600	Obsolete
30	4	Cisco Router Cisco 3600	Obsolete
31	2	Cisco Router Cisco 3725	Obsolete
32	5	Cisco Router Cisco 7200	Obsolete
33	1	Cisco Router Cisco 7513	Obsolete
34	2	Cisco Router LightStream 7010	Obsolete
35	1	Bay Networks Switch BayStack Accelar 1200	Obsolete
36	1	Bay Networks Switch Centillion Core	Obsolete
37	2	Brocade Switch Silkworm 3200	Obsolete
38	1	Cisco Switch WS-C3100B	Obsolete
39	4	Extreme Switch Alpine 3808	Obsolete
40	1	Extreme Switch Black Diamond 6808	Obsolete
41	2	Extreme Switch Summit 300-48	Obsolete
42	1	Extreme Switch Summit 400-48P	Obsolete
43	13	Extreme Switch Summit 48si	Obsolete
44	1	Sony beta cam dxc-d30	Broken/Obsolete
45	1	Sony electronic viewfinder dxf-41	Broken/Obsolete
46	1	battery adaptor dc-520	Broken/Obsolete

47	1	Sony video camera dxc-3000	Broken/Obsolete
48	1	electronic viewfinder dxf-3000	Broken/Obsolete
49	1	Panasonic dvx-100	Broken/Obsolete
50	1	Ppanasonic battery cga-d5454	Broken/Obsolete
51	1	Panasonic view finder wv-vf01	Broken/Obsolete
52	1	Sony video cassette uvw-1800	Broken/Obsolete
53	1	Panasonic battery charger de-852d	Broken/Obsolete
54	1	Panasonic ag-dvx loop	Broken/Obsolete
55	1	Sony view finder dxf-41	Broken/Obsolete
56	1	Panasonic de-852d	Broken/Obsolete
57	1	zoom lens wv-lz14/12a	Broken/Obsolete
58	1	Sony dc-6	Broken/Obsolete
59	1	Sony view finder dxf-3	Broken/Obsolete
60	1	Panasonic ag-5210p	Broken/Obsolete
61	1	panasonic video camera ag-dvx loop	Broken/Obsolete
62	1	Panasonic de-852d	Broken/Obsolete
63	1	Sony view finder dxf-701ws	Broken/Obsolete
64	1	Sony view finder dxf-701ws	Broken/Obsolete
65	1	Sony view finder dxf-701ws	Broken/Obsolete
66	1	battery pack wv-ps60	Broken/Obsolete
67	1	Sony video camera ca-327	Broken/Obsolete
68	1	Sony view finder dxf-40b	Broken/Obsolete
69	1	video cassette recorder svo-1630	Broken/Obsolete
70	1	video cassette recorder svo-1630	Broken/Obsolete
71	1	remote control unit uvr-60	Broken/Obsolete
72	1	VCR uvw-1800	Broken/Obsolete
73	1	Sony playback adpt. va-300	Broken/Obsolete
74	1	Sony view finder dxf-801	Broken/Obsolete
75	1	sony beta cam pvv-3	Broken/Obsolete
76	1	sony view finder dxf-801	Broken/Obsolete
77	1	panasonic 200 cie wv-f200	Broken/Obsolete
78	1	Sony view finder dxf-41	Broken/Obsolete
79	1	Sony video camera ca-327	Broken/Obsolete
80	1	stero cassette recorder sv0-1610	Broken/Obsolete
81	1	video cassette recorder vo-5800	Broken/Obsolete
82	1	Avid Tech ebb043027	Broken/Obsolete
83	1	remote control bvr-55	Broken/Obsolete
84	1	camera control unit ccu-m3	Broken/Obsolete
85	1	camera control unit ccu-m3	Broken/Obsolete
86	1	camera control unit ccu-m3	Broken/Obsolete
87	1	DVCR dsr-1600	Broken/Obsolete
88	1	tripod avtp	Broken/Obsolete
89	1	Fender mic p-51	Broken/Obsolete
90	1	electro voice 671bl	Broken/Obsolete
91	1	Toshiba vvr dvr16-489-250	Broken/Obsolete
92	1	Toshiba vvr DVR16-489-250	Broken/Obsolete
93	1	Toshiba vvr DVR16-489-251	Broken/Obsolete

94	1	Toshiba vvr DVR16-489-252	Broken/Obsolete
95	1	Toshiba vvr DVR16-489-253	Broken/Obsolete
96	1	Toshiba vvr DVR16-489-254	Broken/Obsolete
97	1	Sony electronic viewfinder dx-40a	Broken/Obsolete
98	1	VCR dsr-80	Broken/Obsolete
99	1	video recorder vo-9800	Broken/Obsolete
100	1	Coltran-mini 104-001	Broken/Obsolete
101	1	Coltran-mini b13205	Broken/Obsolete
102	1	Coltran-mini 11068	Broken/Obsolete
103	1	mini pro 100-099	Broken/Obsolete
104	1	Dynacord DPA4140 PA AMP D121799	Broken/Obsolete
105	1	Dynacord DPA4140 PA AMP D121799	Broken/Obsolete
106	1	Dynacord DPA4140 PA AMP D121799	Broken/Obsolete
107	1	Dynacord DPM4000 4X4 Matrix D121795	Broken/Obsolete
108	1	Dynacord DCS400 digital controller D121803	Broken/Obsolete
109	1	Dynacord DPP4004 24v power supply D121796	Broken/Obsolete
110	1	Dynacord DEM314 emergency power supply 13574	Broken/Obsolete
111	1	Dynacord DMM4650 message manager D121675	Broken/Obsolete
112	1	Dynacord DTI2000 telephone interface T2000	Broken/Obsolete
113	1	Dynacord DPC 4520 controller DPC 4520	Broken/Obsolete
114	1	Dell Poweredge 2650	Obsolete
115	1	Dell Poweredge 2650	Obsolete
116	1	Dell Poweredge 2650	Obsolete
117	1	Dell Poweredge 2650	Obsolete
118	1	Dell Poweredge 2650	Obsolete
119	1	Dell Poweredge 2650	Obsolete
120	1	Dell Poweredge 1750	Obsolete
121	1	Dell Poweredge 1750	Obsolete
122	1	DellPoweredge 750	Obsolete
123	1	Dell Poweredge 1750	Obsolete
124	1	Spectrallogic 10000/Bullfrog	Obsolete
125	1	Spectrallogic 2000	Obsolete
126	1	Dell Power Edge 1750	Obsolete
127	1	Cisco MCS 7800	Obsolete
128	1	Cisco MCS 7800	Obsolete
129	1	Dell Power Edge 1750	Obsolete
130	1	Dell Power Edge 1750	Obsolete
131	1	Dell Power Edge 700	Obsolete
132	1	Dell Power Edge 2300	Obsolete
133	1	Dell Power Edge 2650	Obsolete
134	1	Unisys ES3020	Obsolete
135	1	Dell Power Edge 6400	Obsolete
136	1	HP SureStore CD Server J4150A	Obsolete
137	1	HP SureStore CD Server J4150A	Obsolete
138	1	Dell PowerVault 124T	Obsolete
139	1	Dell PowerVault MD1000	Obsolete



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.F

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

- Policy
X Finance
Architectural
Other

FUNDING

- X Operating
College Capital
Protection, Health and Safety
Grant Funded
Student Life
Special Levies
X Other

PROPOSAL SUMMARY

To accept the bid of the lowest qualified contractor for the Roof Coating and Related Work, Phase 2 project, utilizing bond funds.

ESTIMATED COST OR BENEFIT

\$927,875.00

JUSTIFICATION OF ACTION

The action supports Strategic Direction #3, SSC 2.21; To provide an attractive safe, healthy, and welcoming learning environment for all students.

MOTION

To accept the bid of G.E. Riddiford Roofing Company, Arlington Heights, Illinois for the base bid and alternate 1 in the amount of \$ 927,875.00 for the Roof Coating and Related Work, Phase 2 project, utilizing bond funds.

- * Are funds available in the budget? Yes
* Is this related to any previous Board action? No
* Is this part of a large project requiring additional funds? (Explain)


Approvals:
Originator: [Signature] Date: 3/27/19
Appropriate Dean/Vice President: [Signature] Date: 3/27/19
President: [Signature] Date: 4/8/19



South Suburban College

"Our Mission is to **S**erve our **S**tudents and the **C**ommunity through lifelong learning."

MEMORANDUM

To: Lynette Stokes
From: Martin Lareau 
Date: March 19, 2019
Subject: Roof Coating and Related Work, Phase 2

On February 25, 2019, Mr. Planera made available requests for the Roof Coating and Related Work, Phase 2 project. Our legal requirement to advertise was satisfied through notices placed in *The Chicago Tribune*. We had six (6) responses and a public opening was held on March 14, 2019 at 10:30 A.M. with the results being read aloud.

A breakdown of the bids is attached.

After consulting with the college architect (see letter attached), it is our recommendation to accept the bid of G.E. Riddiford Roofing Company, Arlington Heights, Illinois for the base bid and alternate 1 in the amount of \$927,875.00 for the Roof Coating and Related Work, Phase 2 project, utilizing bond funds.

Planera Architects

18225 Morris Ave, Homewood, IL 60430
P 708-747-3600 F 708-747-3650
www.planeraarchitects.com

March 18, 2019

Mr. Justin Papp, Director of the Physical Plant
South Suburban College
15800 S. State St.
South Holland, IL 60473

Re: Roof coating and Related Work -- Phase 2
Job No. 18-510-21

Dear Mr. Papp:

We recommend the project be awarded to the lowest responsible bidder, G.E. Riddiford Roofing Company, Inc., Arlington Heights, IL 60005., in the amount of \$927,875.00 (Base Bid plus Alternate No. 1).

Please do not hesitate to call should you have any questions.

Respectfully,

Planera Architects

A handwritten signature in black ink, appearing to read "Michael Ilko", with a long horizontal stroke extending to the right.

Michael Ilko, Architect

Enclosure: Bid Tally Sheet

cc: Laurie Czulno, SSC
Martin Lareau, SSC

Roof Coating Related Work
Bid Opening
March 14, 2019

Vendor	Base Bid	Alt #1 Phase 3	
DCG Roofing Solutions Melrose Park, IL	\$ 580,255.00	\$ 371,560.00	\$ 951,815.00
Knickerbocker Roofing & Paving Harvery, IL	\$ 894,000.00	\$ 589,000.00	\$ 1,483,000.00
Malcor Roofing St. Charles, IL	\$ 626,480.00	\$ 377,000.00	\$ 1,003,480.00
R.E. Burke Roofing & Sheet Metals Skokie, IL	\$ 649,311.00	\$ 424,908.00	\$ 1,074,219.00
R.B. Crowthers Morris, IL	\$ 692,000.00	\$ 434,200.00	\$ 1,126,200.00
Riddiford Roofing Co. Arlington Heights, IL	\$ 548,325.00	\$ 379,550.00	\$ 927,875.00 L

L= Low vendor meeting specifications



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.G

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies
- Other

PROPOSAL SUMMARY

To reject all bids for the Exterior Painting and Caulking project.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

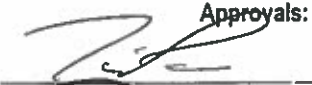
The bids for the Exterior Painting and Caulking project were over the budgeted amount for this project.

MOTION

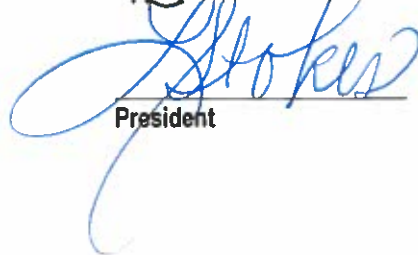
To reject all bids for the Exterior Painting and Caulking project.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain)

Approvals:


 Originator 3/29/19
 Date


 Appropriate Dean/Vice President 3/29/19
 Date


 President 4/18/19
 Date



South Suburban College

"Our Mission is to **S**erve our **S**tudents and the **C**ommunity through lifelong learning."

MEMORANDUM

To: Lynette Stokes
From: Martin Lareau
Date: March 29, 2019
Subject: Exterior Painting and Caulking

On February 25, 2019, Mr. Planera made available requests for the Exterior Coating and Caulking project. Our legal requirement to advertise was satisfied through notices placed in *The Chicago Tribune*. We had five (5) responses and a public opening was held on March 19, 2019 at 11:00 A.M. with the results being read aloud. A breakdown of the bid is attached.

Because the bids received were over budget it is our recommendation to reject all bids.

March 27, 2019

Mr. Justin Papp, Director of the Physical Plant
South Suburban College
15800 S. State St.
South Holland, IL 60473

Re: Exterior Coating and Caulking - 2019
Job No. 18-510-13

Dear Mr. Papp:

We recommend the project be awarded to the lowest responsible bidder, Tecorp, Inc., Joliet, IL 60433, in the amount of \$1,040,940.00 (Base Bid and Alternates No. 2, 3 and 4).

The low bidder, Era-Valdivia, acknowledged an error in their bid tabulation and respectfully has asked that their bid be withdrawn. We agree the bid submitted by Era-Valdivia does not include all specified items of work and the bid should be rejected as non-responsive. Please see attached memo from the bidder.

Please do not hesitate to call should you have any questions.

Respectfully,

Planera Architects



Mario Planera, President

Enclosure: Bid Tally Sheet
Era-Valdivia memo

cc: Laurie Czulno, SSC

Exterior Painting and Caulking
 Bid Opening
 March 19, 2019

Vendor	Base Bid	Alt # 1 100% Caulking	Alt # 2 Caulking reduced from Alt # 1	Alt # 3 Joint Seal evelator lobby	Alt # 4 Wash exterior glasing	Alt # 5 Re-caulking exterior frames
Berglund Construction Co. Chicago, IL	\$ 895,000.00	\$ 700,000.00	\$ 300,000.00	\$ 10,000.00	\$ 50,000.00	\$ 200,000.00
Chicago Heights Construction Chicago Heights, IL	\$ 1,079,990.00	\$ 698,500.00	\$ 269,750.00	\$ 19,500.00	\$ 49,915.00	\$ 232,450.00
Era-Valdivia Constructors Chicago, IL	\$ 442,000.00	\$ 350,000.00	\$ 226,800.00	\$ 36,000.00	\$ 40,000.00	\$ 160,000.00 W
Frontier Construction, Inc. Willowbrook, IL	\$ 850,000.00	\$ 554,000.00	\$ 239,661.00	\$ 8,250.00	\$ 5,365.00	\$ 200,563.00
Tecorp, Inc Joliet, IL	\$ 736,000.00	\$ 569,280.00	\$ 241,940.00	\$ 18,000.00	\$ 45,000.00	\$ 199,629.00 L

L = Low vendor meeting specifications

W = Bid withdrawn



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.H

Board Meeting Date: April 11, 2019

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees reduce and limit the number of faculty sabbaticals to zero for the 2019-2020 academic year.

ESTIMATED COST OR BENEFIT

In light of the current financial position of the College, we are unable to finance sabbaticals for the upcoming academic year.

JUSTIFICATION OF ACTION

According to the faculty contract, the Board of Trustees, at its discretion, may limit or reduce the number of sabbaticals if it determines that the College cannot financially support them in any given year. Reducing and limiting the number of sabbaticals to zero will assist in providing high quality, accessible and affordable credit courses and associate degree and certificate programs for a diverse academically prepared student body. (Strategic Direction # 2 – Student Success and Completion, Goal SSC 2.2)

MOTION

Move that the Board of Trustees reduce and limit the number of faculty sabbaticals to zero for the 2019-2020 academic year.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Specify above if matching funds are required.

* Is this part of a large project requiring additional funds? (Explain) No

* Attach supplemental information as necessary

APPROVALS:

J. Williams 4/2/19
Appropriate Vice President

Stokes 4/8/19
President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: **FY19-VII.A.1**

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the retirement of Belma Wierzbicki, grant-funded Lead Case Manager in the Job Training Department, effective July 1, 2019, and grant permission to advertise to fill the vacated, grant-funded position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action supports the SSC Core Values.

MOTION

Move that the Board of Trustees approve the retirement of Belma Wierzbicki, grant-funded Lead Case Manager in the Job Training Department, effective July 1, 2019, and grant permission to advertise to fill the vacated, grant-funded position, as needed.

Approvals:

- * Are funds available in the budget?
- * Is this related to any previous Board action?
- * Is this part of a large project requiring additional funds? (Explain)

[Signature] _____ 4/8/19

Originator
[Signature]
Director of Human Resources

Date
4/8/19
Date

Appropriate Vice President
[Signature]
President

Date
4/8/19
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.1

For Board Information in April 2019

Board Meeting Date: April 11, 2019

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees approve the hiring of **Veretta Brooks** as an Administrative Assistant I in the Allied Health Program, effective April 15, 2019, and request permission to advertise to fill the vacated position as needed.

ESTIMATED COST OR BENEFIT

This is a Grade VII position on the support staff salary schedule. The position is 35 hours per week for 52 weeks.

JUSTIFICATION OF ACTION

Permission to advertise to fill this position was granted during a prior Board meeting. Replacement of this position will assist in providing credit courses and associate degree programs for an academically prepared student body. **(Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)**

MOTION

Move that the Board of Trustees approve the hiring of **Veretta Brooks** as an Administrative Assistant I in the Allied Health Program, effective April 15, 2019, and request permission to advertise to fill the vacated position as needed.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? Yes
- * Specify above if matching funds are required.

APPROVALS:

[Signature]
Originator

17011 4/8/19
Director of Human Resources

J. Williams 4/12/19
Appropriate Vice President

- * Is this part of a large project requiring additional funds? (Explain) No

- * Attach supplemental information as necessary

[Signature] 4/8/19
President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: **FY19-VII.C.1**

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

- _____ Policy
- _____ Finance
- _____ Architectural
- _____ Other

FUNDING

- _____ Operating
- _____ College Capital
- _____ Protection, Health and Safety
- _____ Grant Funded
- _____ Student Life
- _____ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees remove the recommendation to terminate Cheryl Brown from the table, and refer the recommendation back to Administration for further action.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION



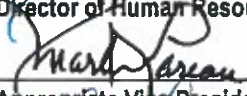
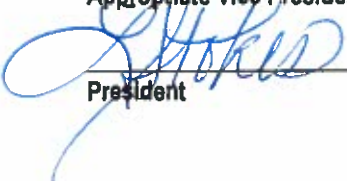
This action supports the SSC Core Values.

MOTION

Move that the Board of Trustees remove the recommendation to terminate Cheryl Brown from the table, and refer the recommendation back to Administration for further action.

Approvals:

- * Are funds available in the budget?
- * Is this related to any previous Board action?
- * Is this part of a large project requiring additional funds? (Explain)


 Originator 4/8/19
Date

 Director of Human Resources 4/8/19
Date

 Appropriate Vice President 4/8/19
Date

 President 4/8/19
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.C.2

Board Meeting Date: April 11, 2019

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees remove the recommendation to terminate Nathan Williams from the table, and refer the recommendation back to Administration for further action.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION





This action supports the SSC Core Values.

MOTION

Move that the Board of Trustees remove the recommendation to terminate Nathan Williams from the table, and refer the recommendation back to Administration for further action.

Approvals:

- * Are funds available in the budget?
- * Is this related to any previous Board action?
- * Is this part of a large project requiring additional funds? (Explain)

	4/8/19
Originator	Date
	4/8/19
Director of Human Resources	Date
	4/8/19
Appropriate Vice President	Date
	4/8/19
President	Date