

SOUTH SUBURBAN COLLEGE



October 14, 2021

Regular Meeting of the
Board of Trustees



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
LINK FOR PUBLIC VIEWING: <https://bit.ly/3kXXXNC>
REGULAR BOARD MEETING AGENDA
THURSDAY, OCTOBER 14, 2021
8:00 PM

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC PARTICIPATION / ACCESS**
Livestream the SSC Board of Trustees Meeting: <https://bit.ly/3kXXXNC>
- IV. **PRESENTATIONS/REPORTS**
Solar Program (A. Helwig, E. Damiani)
- V. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Public Hearing held September 9, 2021
 - B. Finance Committee held September 9, 2021
 - C. Regular Board Meeting held September 9, 2021
- VI. **NEW BUSINESS**
 - A. Monthly Financial Report (T. Pollert)
 - B. Approval of the payment of bills for October, 2021 (T. Pollert)
- VII. **PERSONNEL RECOMMENDATIONS**
 - A. Memorandum of Understanding (J. Fouad-Farrar)
 - B. Memorandum of Understanding (M. Hannon)
 - C. Memorandum of Understanding (J. McCormack)
 - D. Memorandum of Understanding (S. Vivian)
 - E. Retirements/Resignations/Terminations
 - F. Appointments
 - G. Permission to Advertise a Grant-funded Position
- VIII. **CLOSED SESSION**
The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, dismissal of specific volunteers, dismissal of specific independent contractors, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.
- IX. **MISCELLANEOUS**
- X. **ADJOURNMENT**

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2134**

LINK FOR PUBLIC VIEWING: [HTTPS://BIT.LY/3KY3IA8](https://bit.ly/3ky3IA8)

MINUTES OF THE PUBLIC HEARING MEETING

THURSDAY, SEPTEMBER 9, 2021

Trustee Janet Rogers called the meeting of the Finance Committee to order at 8:15 p.m.

Board members in attendance for the Public Hearing: Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington.

Other Board members absent for the Public Hearing: Trustees John Daly, Anthony DeFilippo, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben (Chairman Zuccarelli and Student Trustee Ruben arrived after the Public Hearing).

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

Agenda:

I. Operating and non-operating budgets for fiscal year 2021/2022, for Community College District No. 510.

Trustee Rogers stated that the budget for fiscal year 2021/2022 has been reviewed and posted for the mandatory 30 days. The total operating fund expenditures are \$31,868,236 and the non-operating fund expenditures are \$21,295,665.

There being no public response for public input, the public hearing adjourned at 8:16 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2134**

LINK FOR PUBLIC VIEWING: [HTTPS://BIT.LY/3KY3IA8](https://bit.ly/3ky3ia8)

MINUTES OF THE FINANCE COMMITTEE

THURSDAY, SEPTEMBER 9, 2021

Trustee Janet Rogers called the meeting of the Finance Committee to order at 8:17 p.m.

Committee members present: Trustee Janet Rogers.

Committee members absent: Trustees John Daly and Anthony DeFilippo.

Other Board members in attendance: Trustees Vivian Payne, Terry Wells, Joseph Whittington and Student Trustee Dion Ruben. Chairman Frank M. Zuccarelli entered the meeting at 8:20 p.m.

Other Board members absent: None.

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

Agenda:

I. Recommendation to approve the tentative operating and non-operating budgets for fiscal year 2022

Trustee Rogers recommended the Board approve the tentative operating and non-operating budgets for fiscal year 2022 at the regular Board of Trustees meeting.

II. Recommendation to accept the bid of Budd Mechanical, Inc., in the amount of \$584,139.00 for the HVAC Air Purification System and Related Work Project, utilizing HEERF funds

Trustee Rogers Recommended the Board accept the bid of Budd Mechanical, Inc., in the amount of \$584,139.00 for the HVAC Air Purification System and Related Work Project, utilizing HEERF funds at the regular Board of Trustees meeting.

III. Recommendation to establish a contributory trust with the Capital Development Board in the amount of \$1,234,444 for the Parking Lot Paving Project

Trustee Rogers recommended the Board establish a contributory trust with the Capital Development Board in the amount of \$1,234,444 for the Parking Lot Paving Project at the regular Board of Trustees meeting.

The meeting adjourned at 8:41 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, SUITE 2248

LINK FOR PUBLIC VIEWING: [HTTPS://BIT.LY/3KY3lA8](https://bit.ly/3ky3lA8)

REGULAR BOARD MEETING MINUTES

THURSDAY, SEPTEMBER 9, 2021

I. CALL TO ORDER & ROLL CALL:

At 8:41 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, suite 2248.

Present: Chairman Frank M. Zuccarelli, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Dion Ruben.

Absent: Vice Chairman John Daly and Anthony DeFilippo

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Deborah Baness-King, Vice President of Student and Enrollment Services; Martin Lareau, Vice President of Administration and Secretary to the Board of Trustees and College Attorney Stanley T. Kusper.

II. PLEDGE OF ALLEGIANCE

Chairman Frank M. Zuccarelli led the Pledge of Allegiance.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

There were none.

V. PREVIOUS MEETING MINUTES

A. Regular Board of Trustees Meeting held August 12, 2021

Trustee Wells moved and Trustee Whittington seconded to approve the minutes of the Regular Board of Trustees meeting held August 12, 2021. On roll call Trustees Vivian Payne, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Trustee Janet Rogers Passed. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Rogers moved and Trustee Payne seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

B. Bills Payable for September 2021

Trustee Wells moved and Trustee Whittington seconded to authorize the Treasurer to pay the list of bills payable for August, 2021 in the amount of \$2,883,014.96. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

C. Approval of the operating and non-operating budgets for fiscal year 2022 for Community College District No. 510.

Trustee Rogers moved and Trustee Wells seconded to approve the operating and non-operating budgets for fiscal year 2022 for Community College District No. 510. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

D. Approval to accept the bid of Budd Mechanical, Inc., in the amount of \$584,139.00 for the HVAC Air Purification System and Related Work Project, utilizing HEERF funds

Trustee Rogers moved and Trustee Whittington seconded to accept the bid of Budd Mechanical, Inc., in the amount of \$584,139.00 for the HVAC Air Purification System and Related Work Project, utilizing HEERF funds. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

E. Approval to establish a contributory trust with the Capital Development Board in the amount of \$1,234,444 for the Parking Lot Paving Project

Trustee Rogers moved and Student Trustee Ruben seconded to establish a contributory trust with the Capital Development Board in the amount of \$1,234,444 for the Parking Lot Paving Project at the regular Board of Trustees meeting. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

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

1. Resignation of Erik Leibengood, Microcomputer Analyst in the Information Technology Department, effective September 7, 2021, and grant permission to advertise to fill the vacated position, as needed.
2. Resignation of Joshua Patel, Network Systems Specialist in the Information Technology Department, effective September 3, 2021, and grant permission to advertise to fill the vacated position, as needed.
3. Resignation of Cecilia Wilcox, Testing Coordinator in the Assessment Center, effective August 15, 2021, and grant permission to advertise to fill the vacated position, as needed.

On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

4. Trustee Payne moved and Trustee Rogers seconded to approve the termination of David Frazier, Tina Johnson and Tiarra Williams as Health Profession Opportunities Grant (HPOG) staff, effective September 29, 2021, due to the ending of the grant cycle, and grant permission to abolish the vacated positions of Academic Support Specialist, Academic Assistant and HPOG/Step-up Manager. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

B. Appointments

Trustee Rogers moved and Trustee Wells seconded to approve the following appointments:

1. Appointment of Andrew Ring as a full-time Systems Analyst in the Information Technology Department, effective September 13, 2021, pending successful completion of a criminal background investigation.
 2. Appointment of Dianalyn Newman as a full-time Nursing Remediation Education Manager in the Nursing Department, effective September 13, 2021, pending successful completion of a criminal background investigation.
 3. Appointment of Shanice Harvey as a full-time Manager of the Services for Students with Disabilities Office (SSDO), effective September 20, 2021 pending successful completion of a criminal background investigation.
 4. Appointment of Deborah Haynes-Shegog as a full-time, grant-funded Program Assistant for the Highway Construction Careers Training Program (HCCTP), effective September 13, 2021, pending successful completion of a criminal background investigation.
 5. Appointment of Christina Griggs as the full-time Administrative Assistant II in the Adult Education/C3 Department, effective September 13, 2021, pending successful completion of a criminal background investigation.
 6. Appointment of Maria Pitman as a full-time, grant-funded Youth Career Coach in the Job Training Department, effective October 1, 2021, pending successful completion of a criminal background investigation.
- On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

C. Approval to Grant Tenure

Trustee Wells moved and Trustee Payne seconded to grant tenure to Suha Mohammed (Speech) and Naomi West (Nursing) effective for the spring 2022 academic term. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

VIII. Closed Session

There was none.

ADJOURNMENT

At 9:07 p.m., Trustee Whittington moved and Trustee Rogers seconded to adjourn the Board of Trustees meeting. On roll call Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Chairman Frank M. Zuccarelli and Student Trustee Dion Ruben voted aye. Nays: None. Motion carried.

Chairman of the Board

Secretary of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VI.B

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
Finance
Architectural
Other

- Operating
College Capital
Protection, Health and Safety

- Grant Funded
Student Life
Special Levies

PROPOSAL SUMMARY

Move to accept the Financial Report, as presented.

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 August 31, 2021. This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to accept the Financial Report, as presented.

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

Signatures and dates for Controller/Treasurer, Appropriate Vice President, and President.

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees

From: Tim Pollert

Date: October 4, 2021

Subject: Financial Report For The Period Ending August 31, 2021

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> |
| \$1,734,704.52 | \$4,906,405.35 |
| <u>Monthly Expenditures</u> | <u>Year to Date Expenditures</u> |
| \$1,915,435.72 | \$5,044,456.07 |

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> |
| \$3,785,185.48 | \$7,625,243.96 |
| <u>Monthly Expenditures</u> | <u>Year to Date Expenditures</u> |
| \$3,901,781.23 | \$7,725,472.00 |
| <u>Net Monthly Position</u> | <u>Year to Date Net Position</u> |
| (\$116,595.75) | (\$100,228.04) |

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> |
| \$8,308,926.19 | 2.47% | 12 |

SOUTH SUBURBAN COLLEGE

South Holland, Illinois

| | Revenue Educational | Revenue O&M | Monthly Total |
|-----------|--------------------------------|----------------------------|--------------------------|
| July | \$2,881,852.58 | \$289,848.25 | \$3,171,700.83 |
| August | \$1,485,185.74 | \$249,518.78 | \$1,734,704.52 |
| September | | | \$0.00 |
| October | | | \$0.00 |
| November | | | \$0.00 |
| December | | | \$0.00 |
| January | | | \$0.00 |
| February | | | \$0.00 |
| March | | | \$0.00 |
| April | | | \$0.00 |
| May | | | \$0.00 |
| June | | | \$0.00 |
| YTD | \$4,367,038.32 | \$539,367.03 | \$4,906,405.35 |

| | Expenditures Educational | Expenditures O&M | Monthly Total |
|-----------|-------------------------------------|---------------------------------|--------------------------|
| July | \$2,821,328.28 | \$307,692.07 | \$3,129,020.35 |
| August | \$1,556,169.16 | \$359,266.56 | \$1,915,435.72 |
| September | | | \$0.00 |
| October | | | \$0.00 |
| November | | | \$0.00 |
| December | | | \$0.00 |
| January | | | \$0.00 |
| February | | | \$0.00 |
| March | | | \$0.00 |
| April | | | \$0.00 |
| May | | | \$0.00 |
| June | | | \$0.00 |
| YTD | \$4,377,497.44 | \$666,958.63 | \$5,044,456.07 |

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

| | Revenues All Funds | Expenditures All Funds | Monthly Total |
|-----------|-------------------------------|-----------------------------------|--------------------------|
| July | \$3,840,058.48 | \$3,823,690.77 | \$16,367.71 |
| August | \$3,785,185.48 | \$3,901,781.23 | (\$116,595.75) |
| September | | | \$0.00 |
| October | | | \$0.00 |
| November | | | \$0.00 |
| December | | | \$0.00 |
| January | | | \$0.00 |
| February | | | \$0.00 |
| March | | | \$0.00 |
| April | | | \$0.00 |
| May | | | \$0.00 |
| June | | | \$0.00 |
| YTD | \$7,625,243.96 | \$7,725,472.00 | (\$100,228.04) |

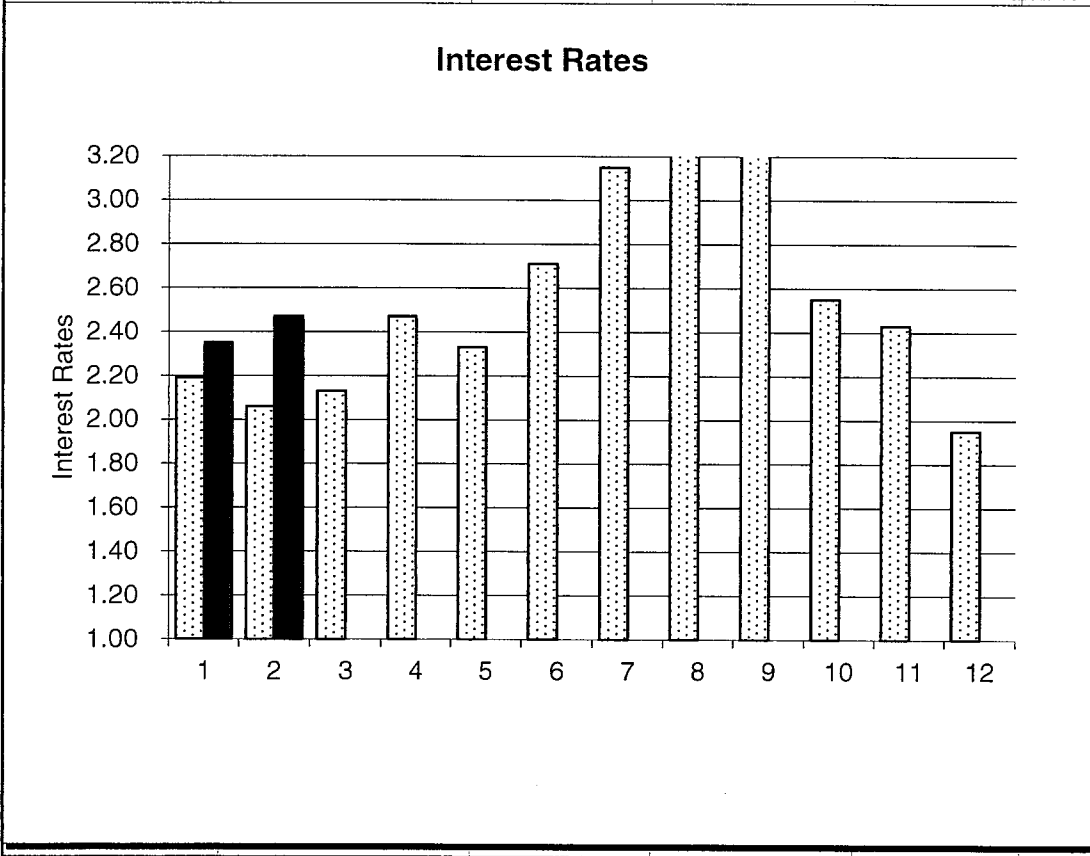
| | Investment Total | Average Rate of Return | Basis Point Change from Last Month |
|-----------|-----------------------------|-----------------------------------|---|
| July | \$8,766,135.61 | 2.35% | 40 |
| August | \$8,308,926.19 | 2.47% | 12 |
| September | | | |
| October | | | |
| November | | | |
| December | | | |
| January | | | |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| June | | | |

SOUTH SUBURBAN COLLEGE

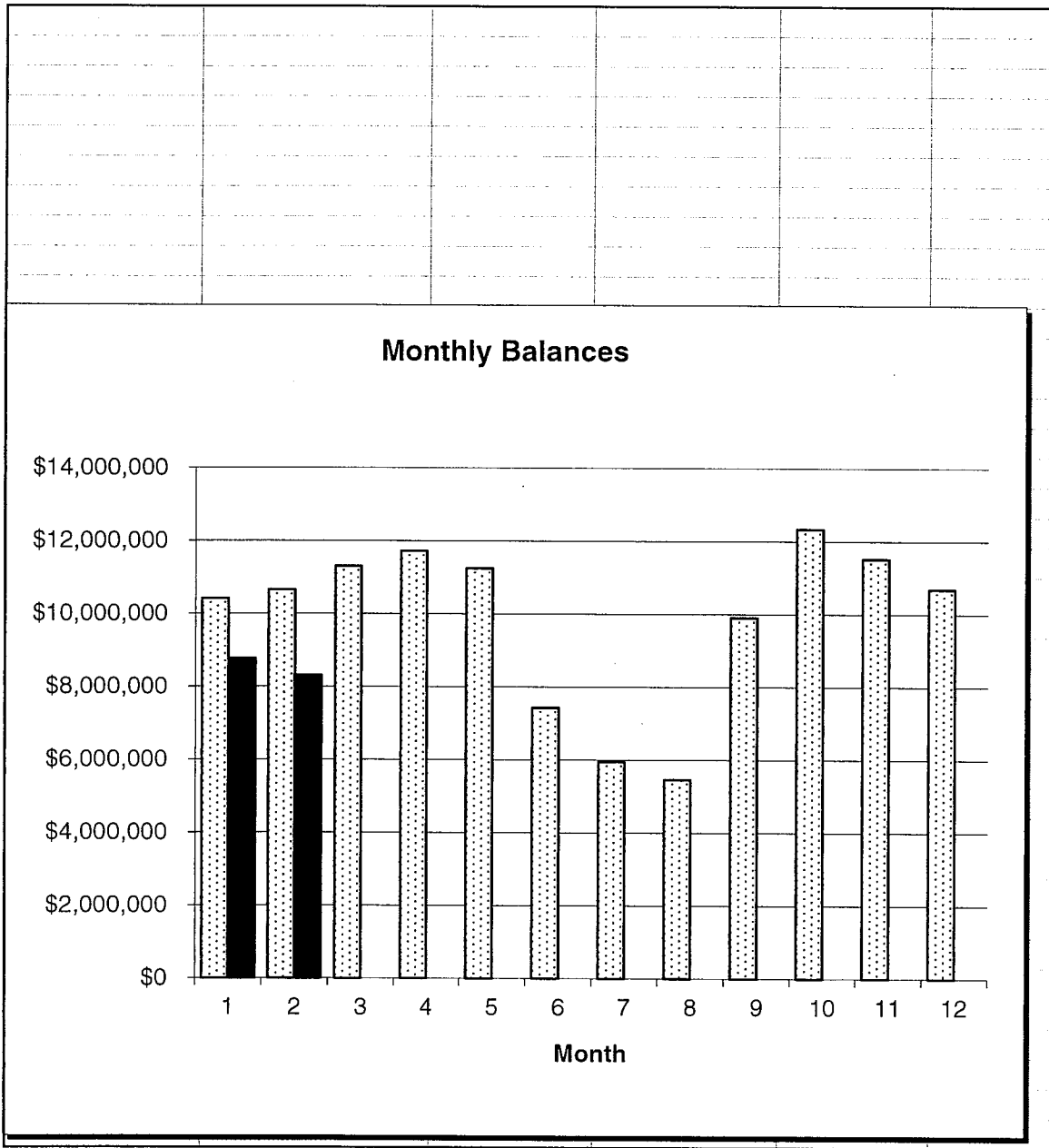
| Investment | | Page 4 | Page 6 | Total | Percent to Total |
|------------|-----------------------------|--------------|--------|--------------|---------------------|
| 10 | U. S. Government Securities | 0.00 | 0.00 | 0.00 | 0% |
| 20 | Time Deposits | 0.00 | 0.00 | 0.00 | 0% |
| 30 | Commercial Paper | 0.00 | 0.00 | 0.00 | 0% |
| 40 | Mutual Funds | 0.00 | 0.00 | 0.00 | 0% |
| 50 | Illinois Funds | 1,461,662.55 | 0.00 | 1,461,662.55 | 18% |
| 60 | Repurchase Agreements | 0.00 | 0.00 | 0.00 | 0% |
| 90 | Other | 6,847,263.64 | 0.00 | 6,847,263.64 | 82% |
| | Total | 8,308,926.19 | 0.00 | 8,308,926.19 | 100% |
| | Average % | 2.47 | | | |

South Suburban College

| Investment Summary | | | | |
|---------------------------|-------------------|----------------|-------------------|----------------|
| Month | F Y 2020 - 2021 | | F Y 2021 - 2022 | |
| | Month End Balance | Percent Return | Month End Balance | Percent Return |
| July | \$10,420,101 | 2.19 | 8,766,136 | 2.35 |
| August | 10,659,249 | 2.06 | 8,308,926 | 2.47 |
| September | 11,306,236 | 2.13 | | |
| October | 11,722,382 | 2.47 | | |
| November | 11,250,178 | 2.33 | | |
| December | 7,430,838 | 2.71 | | |
| January | 5,954,861 | 3.15 | | |
| February | 5,462,704 | 3.33 | | |
| March | 9,907,148 | 3.23 | | |
| April | 12,336,281 | 2.55 | | |
| May | 11,522,384 | 2.43 | | |
| June | 10,689,325 | 1.95 | | |



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VI.A

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

Policy
 Finance
 Architectural
 Other

FUNDING

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

PROPOSAL SUMMARY

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

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

| | |
|---|-----------------------|
| Education Fund | \$1,745,904.56 |
| Operations & Maintenance Fund | \$234,090.11 |
| Operation and Maintenance Fund Restricted | \$1,950.00 |
| Auxiliary Enterprise Fund | \$239,085.00 |
| Restricted Funds | \$1,167,858.85 |
| Special Levies Fund | \$48,320.20 |
| Audit Fund | \$65,000.00 |
| Flex Plan Fund | \$4,863.39 |
| Total | \$3,507,072.11 |

Approvals:

- * 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) No


 Controller/Treasurer 10/6/21
Date


 Appropriate Vice President 10/8/21
Date


 President 10/8/21
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.A.1

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

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

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Ms. Jazaer Fouad-Farrar.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION


This action aligns with Strategic Direction 3.0; The College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.


MOTION


Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Ms. Jazaer Fouad-Farrar.


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


Originator 10/8/21
Date


Appropriate Vice President 10/8/21
Date


Human Resources 10/8/21
Date


President 10/8/21
Date

MEMORANDUM OF UNDERSTANDING

BETWEEN

SOUTH SUBURBAN COLLEGE

AND THE SOUTH SUBURBAN COLLEGE FACULTY ASSOCIATION

AND JAZAER FOUAD-FARRAR

This Memorandum of Understanding is made on the 14th day of October, 2021, by and between Community College District No. 510, Cook County, Illinois (hereafter the "COLLEGE"), South Suburban College Faculty Association (hereafter "SSCFA"), and JAZAER FOUAD-FARRAR (hereafter "FOUAD-FARRAR").

Whereas FOUAD-FARRAR desires to provide her notice of retirement, effective July 31, 2022, which is the conclusion of the Summer 2022 instructional period, rather than at the conclusion of the Spring 2022 semester;

Whereas the COLLEGE and SSCFA are willing to offer a one-time exception to the agreement that that retirement shall be effective at the conclusion of the Spring semester.

NOW, THEREFORE, IN CONSIDERATION OF THESE PREMISES, it is agreed between the COLLEGE, the SSCFA, and FOUAD-FARRAR as follows:

1. **RETIREMENT DATE:** FOUAD-FARRAR shall be allowed to apply for retirement, effective July 31, 2021, at which point FOUAD-FARRAR shall have completed in excess of twenty-one (21) years of service to the COLLEGE.
2. **APPLICATION FOR SOUTH SUBURBAN COLLEGE INCENTIVE:** The parties shall waive the requirement that FOUAD-FARRAR retire at the conclusion of the Spring 2022 semester and shall permit application for the South Suburban College Incentive described in Section 13.6 of the Collective Bargaining Agreement between the COLLEGE and the SSCFA (the "Agreement") with a retirement date of July 31, 2022. FOUAD-FARRAR shall be allowed to apply for and receive the South Suburban College Incentive as defined under section 13.6 (D). Approval shall be granted in accordance with Agreement, following consultation between the COLLEGE and the SSCFA.
3. **WAIVER:** By executing this MOU, the COLLEGE, the SSCFA, and FOUAD-FARRAR agree not to grieve any of the terms and conditions stated herein.
4. **JURISDICTION:** This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of laws provision. All disputes arising out of this Agreement, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois
5. **NOTICE:** Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail or certified mail, postage prepaid, addressed:

If to the COLLEGE, to:

Dr. Lynette Stokes, President
Community College District #510
15800 South State Street
South Holland, Illinois 60473

If to the SSCFA, to :

Mr. G.A. Griffith
South Suburban College
15800 South State Street
South Holland, Illinois 60473

If to FOUAD-FARRAR, to:

Ms. Jazaer Fouad-Farrar
South Suburban College
15800 South State Street
South Holland, IL 60473

6. NO PRECEDENT: This MOU shall establish no precedent between the COLLEGE and the SSCFA. All signatories to the MOU understand agree that the terms stated herein shall apply only to FOUAD-FARRAR, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCFA.
7. EFFECTIVE DATE: This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the COLLEGE, the SSCFA, and FOUAD-FARRAR with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE, the SSCFA and FOUAD-FARRAR except those expressly set forth herein.
9. AMENDMENTS: This Agreement may not be modified except by written approved of the COLLEGE, the SSCFA, and FOUAD-FARRAR.

SOUTH SUBURBAN COLLEGE

SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION

BY: _____

BY: _____

DATE: _____

DATE: _____

JAZAER FOUAD-FARRAR

Mr. G.A. Griffith
South Suburban College
15800 South State Street
South Holland, Illinois 60473

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.B.1

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Mr. Mark Hannon.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; The College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Mr. Mark Hannon.

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

Signatures and dates for Originator, Appropriate Vice President, Human Resources, and President, all dated 10/8/21.

South Holland, Illinois 60473

If to the SSCFA, to: Mr. G.A. Griffith
South Suburban College
15800 South State Street
South Holland, Illinois 60473

If to HANNON, to: Mark Hannon
South Suburban College
15800 South State Street
South Holland, Illinois 60473

6. NO PRECEDENT: This MOU shall establish no precedent between the COLLEGE and the SSCFA. All signatories to the MOU understand agree that the terms stated herein shall apply only to HANNON, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCFA.
7. EFFECTIVE DATE: This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the COLLEGE, the SSCFA, and HANNON with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE, the SSCFA and HANNON except those expressly set forth herein.
9. AMENDMENTS: This Agreement may not be modified except by written approved of the COLLEGE, the SSCFA, and HANNON.

SOUTH SUBURBAN COLLEGE

SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION

BY: _____

BY: _____

DATE: _____

DATE: _____

MARK HANNON

Mr. G.A. Griffith
South Suburban College
15800 South State Street
South Holland, Illinois 60473

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.C.1

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Dr. Steven Vivian.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; The College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Dr. Steven Vivian.

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

Jaska S. Wilham 10/8/21
 Appropriate Vice President Date
Von Perdue 10/8/21
 Human Resources Date
Chimere O. Jones 10/8/21
 President Date

If to the SSCFA, to: Mr. G.A. Griffith
South Suburban Community College
15800 South State Street
South Holland, Illinois 60473

If to VIVIAN, to: Dr. Steven Vivian
South Suburban Community College
15800 South State Street
South Holland, Illinois 60473

6. NO PRECEDENT: This MOU shall establish no precedent between the COLLEGE and the SSCFA. All signatories to the MOU understand agree that the terms stated herein shall apply only to VIVIAN, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCFA.
7. EFFECTIVE DATE: This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the COLLEGE, the SSCFA, and VIVIAN with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE, the SSCFA and VIVIAN except those expressly set forth herein.
9. AMENDMENTS: This Agreement may not be modified except by written approved of the COLLEGE, the SSCFA, and VIVIAN.

SOUTH SUBURBAN COLLEGE

SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION

BY: _____

BY: _____

DATE: _____

DATE: _____

STEVEN VIVIAN

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.D.1

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510 and Mr. John McCormack.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; The College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510 and Mr. John McCormack.

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

Signatures and dates for Originator, Appropriate Vice President, Human Resources, and President.

MEMORANDUM OF UNDERSTANDING

BETWEEN

SOUTH SUBURBAN COLLEGE

AND JOHN McCORMACK

This Memorandum of Understanding is made on the 14th day of October, 2021, by and between Community College District No. 510, Cook County, Illinois (hereafter the "COLLEGE") and JOHN McCORMACK (hereafter "McCORMACK").

Whereas McCORMACK desires to provide his notice of retirement, effective June 30, 2023, and avail himself of the early retirement incentive offered to members of the South Suburban College Faculty Association;

Whereas the COLLEGE is willing to offer a one-time exception to the requirement that the retirement shall be effective within the same academic year as the notice of retirement.

NOW, THEREFORE, IN CONSIDERATION OF THESE PREMISES, it is agreed between the COLLEGE and McCORMACK as follows:

1. **RETIREMENT DATE:** McCORMACK shall be allowed to apply for retirement, effective June 30, 2023, at which point McCORMACK shall have completed in excess of thirty six (36) years of service to the COLLEGE.
2. **APPLICATION FOR SOUTH SUBURBAN COLLEGE INCENTIVE:** The parties shall waive the requirement that McCORMACK retire at the conclusion of the Spring 2022 semester and shall permit application for the South Suburban College Incentive described in Section 13.6 of the Collective Bargaining Agreement between the COLLEGE and the SSCFA (the "Agreement") with a retirement date of June 30, 2023. McCORMACK shall be allowed to apply for and receive the South Suburban College Incentive as defined under section 13.6 (D). Approval shall be granted in accordance with Administrator's Agreement and consistent with the Agreement between the COLLEGE and the SSCFA.
3. **WAIVER:** By executing this MOU, the COLLEGE and McCORMACK agree not to grieve any of the terms and conditions stated herein.
4. **JURISDICTION:** This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of laws provision. All disputes arising out of this Agreement, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois
5. **NOTICE:** Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail or certified mail, postage prepaid, addressed:

If to the COLLEGE, to:

Dr. Lynette Stokes, President
Community College District #510
15800 South State Street
South Holland, Illinois 60473

If to McCORMACK, to:

John McCormack
Community College District #510
15800 South State Street
South Holland, Illinois 60473

6. NO PRECEDENT: This MOU shall establish no precedent between the COLLEGE, McCORMACK and other Administrators. All signatories to the MOU understand agree that the terms stated herein shall apply only to McCORMACK, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE.
7. EFFECTIVE DATE: This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the COLLEGE and McCORMACK with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE and McCORMACK except those expressly set forth herein.
9. AMENDMENTS: This Agreement may not be modified except by written approved of the COLLEGE and McCORMACK.

SOUTH SUBURBAN COLLEGE

BY: _____

DATE: _____

JOHN McCORMACK

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.E.1

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510 and Mr. Timothy Pollert.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; The College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees accept the Memorandum of Understanding between Community College District No. 510 and Mr. Timothy Pollert.

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

Signatures and dates for Originator, Appropriate Vice President, Human Resources, and President.

MEMORANDUM OF UNDERSTANDING

BETWEEN

SOUTH SUBURBAN COLLEGE

AND TIM POLLERT

This Memorandum of Understanding is made on the 14th day of October, 2021, by and between Community College District No. 510, Cook County, Illinois (hereafter the "COLLEGE") and TIM POLLERT (hereafter "POLLERT").

Whereas POLLERT desires to provide his notice of retirement, effective July 31, 2022, and avail himself of the early retirement incentive offered to members of the South Suburban College Faculty Association;

Whereas the COLLEGE is willing to offer a one-time exception to the requirement that that retirement shall be effective at the conclusion of the fiscal year, June 30, 2022, and permit POLLERT to retire on July 31, 2022.

NOW, THEREFORE, IN CONSIDERATION OF THESE PREMISES, it is agreed between the COLLEGE and POLLERT as follows:

1. **RETIREMENT DATE:** POLLERT shall be allowed to apply for retirement, effective July 31, 2022, at which point POLLERT shall have completed in excess of 32 years of service to the COLLEGE.
2. **APPLICATION FOR SOUTH SUBURBAN COLLEGE INCENTIVE:** The parties shall waive the requirement that POLLERT retire at the conclusion of the fiscal year and shall permit application for the South Suburban College Incentive described in Section 13.6 of the Collective Bargaining Agreement between the COLLEGE and the SSCFA (the "Agreement") with a retirement date of July 31, 2022. POLLERT shall be allowed to apply for and receive the South Suburban College Incentive as defined under section 13.6 (D). Approval shall be granted in accordance with Administrator's Agreement and consistent with the Agreement between the COLLEGE and the SSCFA.
3. **WAIVER:** By executing this MOU, the COLLEGE and POLLERT agree not to grieve any of the terms and conditions stated herein.
4. **JURISDICTION:** This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of laws provision. All disputes arising out of this Agreement, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois
5. **NOTICE:** Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail or certified mail, postage prepaid, addressed:

If to the COLLEGE, to:

Dr. Lynette Stokes, President
Community College District #510
15800 South State Street
South Holland, Illinois 60473

If to POLLERT, to:

Timothy Pollert
Community College District #510
15800 South State Street
South Holland, Illinois 60473

6. NO PRECEDENT: This MOU shall establish no precedent between the COLLEGE, POLLERT and other Administrators. All signatories to the MOU understand agree that the terms stated herein shall apply only to POLLERT, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE.
7. EFFECTIVE DATE: This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the COLLEGE and POLLERT with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE and POLLERT except those expressly set forth herein.
9. AMENDMENTS: This Agreement may not be modified except by written approval of the COLLEGE and POLLERT.

SOUTH SUBURBAN COLLEGE

BY: _____

DATE: _____

TIM POLLERT

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.1 -

Board Meeting Date: 14 October 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Effective 01 October 2021, Fulltime Security Officer John Drwiega resigned from the position of Security Officer South Suburban College Police Department. Move the Board of Trustees accept the Resignation of John Drwiega from the position of full-time Campus Security Officer effective 01 October 2021 and grant permission to advertise to fill the position as needed.

ESTIMATED COST OR BENEFIT

This is a regular fulltime position; 35 hours per week, 52 weeks a year, with the annual salary of \$31,970.00, classified grade III in the support staff salary schedule.

JUSTIFICATION OF ACTION

Resignation from the position of full-time Security Officer. Replacement of this position aligns with strategic position of 3.8: Providing learning environments that are safe, welcoming, functional and sustainable.

MOTION

Move that the Board of Trustees accept the Resignation of John Drwiega from the position of full-time Campus Security Officer effective 01 October 2021 and grant permission to advertise to fill the position as needed.

- * 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)

Approvals:

J. Drwiega 05 OCT 2021
 Originator Date
K.A. Fucalco 10/8/21
 Director of Human Resources Date
Maria L... 10/5/21
 Appropriate Vice President Date
... 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.2

Board Meeting Date: October 14, 2021

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 approve the resignation of Shelisia Shannon, full-time Payroll Accountant in the Business & Accounting Department, effective September 20, 2021, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the resignation of Shelisia Shannon, full-time Payroll Accountant in the Business & Accounting Department, effective September 20, 2021, and grant permission to advertise to fill the vacated position, as needed.

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

Signatures and dates for Originator, Director of Human Resources, Appropriate Vice President, and President.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.3

Board Meeting Date: October 14, 2021

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 Jazaer Fouad-Farrar, full-time Academic and Career Counselor in the College and Career Success Center, effective July 31, 2022,

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

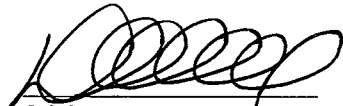
See the attached retirement letter from Jazaer Fouad-Farrar. This action supports Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

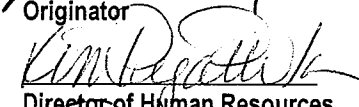
MOTION


Move that the Board of Trustees approve the retirement of Jazaer Fouad-Farrar, full-time Academic and Career Counselor in the College and Career Success Center, effective July 31, 2022.


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)


 Originator 10/8/21
Date


 Director of Human Resources 10/10/21
Date


 Appropriate Vice President 10/8/21
Date


 President 10/8/21
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.4

Board Meeting Date: October 14, 2021

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 approve the retirement of Mark Hannon, full-time Academic and Career Counselor in the College and Career Success Center, effective July 31, 2022.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

See the attached retirement letter from Mark Hannon. This action supports Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Move that the Board of Trustees approve the retirement of Mark Hannon, full-time Academic and Career Counselor in the College and Career Success Center, effective July 31, 2022.

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)

Signatures and dates for Originator, Director of Human Resources, Appropriate Vice President, and President, all dated 10/8/21.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.5

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

| | | |
|--|---|---|
| <input type="checkbox"/> Policy | <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Grant Funded |
| <input type="checkbox"/> Finance | <input type="checkbox"/> College Capital | <input type="checkbox"/> Student Life |
| <input type="checkbox"/> Architectural | <input type="checkbox"/> Protection, Health and | <input type="checkbox"/> Special Levies |
| <input type="checkbox"/> Other | <input type="checkbox"/> Safety | |

PROPOSAL SUMMARY

Request that the Board of Trustees approve the retirement of Melvin "Rick" Jones, full-time instructor in the English Department, effective May 31, 2022

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

See the attached retirement letter from Melvin Jones. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the retirement of Melvin "Rick" Jones, full-time instructor in the English Department, effective May 31, 2022.

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)

| | |
|-----------------------------|---------|
| <i>Anna M. Haber</i> | 10/4/21 |
| Originator | Date |
| <i>Kim Dyallo</i> | 10/8/21 |
| Director of Human Resources | Date |
| <i>Jaska & Williams</i> | 10/4/21 |
| Appropriate Vice President | Date |
| <i>Demetrius Hester</i> | 10/4/21 |
| President | Date |



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.6

Board Meeting Date: October 14, 2021

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 Martin Lareau, Vice President of Administration, effective May 31, 2022, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

See the attached retirement letter from Martin Lareau. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the retirement of Martin Lareau, Vice President of Administration, effective May 31, 2022, and grant permission to advertise to fill the vacated position.

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)

Martin Lareau 10/8/21
Originator Date

Kim Peppel 10/6/21
Director of Human Resources Date

Yvette Stephens 10/8/21
President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.7

Board Meeting Date: October 14, 2021

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 approve the retirement of John McCormack, Executive Director of the Information Technology Department, effective June 30, 2023, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

See the attached retirement letter from John McCormack. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the retirement of John McCormack, Executive Director of the Information Technology Department, effective June 30, 2023, and grant permission to advertise to fill the vacated position.

- * 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)

Approvals:

Mark Larea 10/8/21
 Originator Date

Vincent... 10/6/21
 Director of Human Resources Date

Mark Larea 10/8/21
 Appropriate Vice President Date

Rebecca... 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.8

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees approve the retirement of Diane Needles, full-time grant-funded Adult Literacy Grant Manager in the Adult Education Department, effective December 31, 2021, and grant permission to advertise to fill the vacated grant-funded position, as needed.

ESTIMATED COST OR BENEFIT

[Empty box for estimated cost or benefit]

JUSTIFICATION OF ACTION

Please see the attached retirement letter from Dianne Needles. This action aligns with Strategic Direction 4.0; South Suburban College will enrich the community and enhance the quality of life for its residents.

MOTION

Request that the Board of Trustees approve the retirement of Diane Needles, full-time grant-funded Adult Literacy Grant Manager in the Adult Education Department, effective December 31, 2021, and grant permission to advertise to fill the vacated grant-funded position, as needed.

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

[Signature] 9/29/21
 Originator Date

[Signature] 10/6/21
 Director of Human Resources Date

[Signature] 9-29-21
 Appropriate Vice President Date

[Signature] 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.9

Board Meeting Date: October 14, 2021

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 Timothy Pollert, College Treasurer, effective July 31, 2022, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION


See the attached retirement letter from Timothy Pollert. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

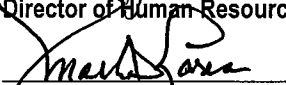
MOTION

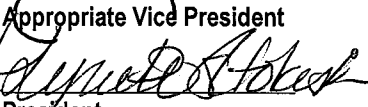
Move that the Board of Trustees approve the retirement of Timothy Pollert, College Treasurer, effective July 31, 2022, and grant permission to advertise to fill the vacated position.

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)

 10/6/21
 Director of Human Resources Date

 10/8/21
 Appropriate Vice President Date

 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.F.10

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees approve the retirement of Steven Vivian, full-time instructor in the English Department, effective December 31, 2021.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see that attached retirement letter from Steven Vivian. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the retirement of Steven Vivian, full-time instructor in the English Department, effective December 31, 2021.

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)

Anna M. Halverson 10/4/21
 Originator Date
Kim Puzatta 10/8/21
 Director of Human Resources Date
Josha L. Welkins 10/6/21
 Appropriate Vice President Date
Antonio... 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.G.1

Board Meeting Date: 14 October 2021

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 appoint Jaime Cajigas as a full-time Police Officer (day shift) in the Campus Police Department, effective 18 October 2021.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 week per year with an annual salary of \$44,644.00, classified Grade XI on the support staff salary schedule.

JUSTIFICATION OF ACTION

This action is to fill the vacancy created by the resignation of Joel Marcano. This action supports the Strategic Direction #2, SSC 2.21 to provide an attractive, safe, healthy and welcoming learning environment for all students.

MOTION

Move that the Board of Trustees appoint Jaime Cajigas as a full-time Campus Police Officer (day shift) in the Campus Police Department effective 18 October 2021.

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)

Jaime Cajigas 6 OCT 2021
 Originator Date
Mark Beron 10/16/21
 Department of Human Resources Date
Mark Beron 10/8/21
 Appropriate Vice-President Date
Gyretta Horn 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.G.2

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees approve the appointment of Kevin Butkus as a Micro-Computer Analyst in the Information Technology Department, effective October 18, 2021 pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; for 35 hours per week, 52 weeks per year classified Grade XI on the Support Staff Salary Schedule with a beginning annual salary of \$44,644.00 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College ensures the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees approve the appointment of Kevin Butkus as a Micro-Computer Analyst in the Information Technology Department, effective October 18, 2021 pending successful completion of a criminal background investigation.

Approvals:

- * 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) No

Kim Dwyer 10/8/21
 Director of Human Resources Date

Maria Loria 10/8/21
 Appropriate Vice President Date

Gregory J. Hirsch 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.G.3

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

| | | |
|--|--|---|
| <input type="checkbox"/> Policy | <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Grant Funded |
| <input type="checkbox"/> Finance | <input type="checkbox"/> College Capital | <input type="checkbox"/> Student Life |
| <input type="checkbox"/> Architectural | <input type="checkbox"/> Protection, Health and Safety | <input type="checkbox"/> Special Levies |
| <input type="checkbox"/> Other | | |

PROPOSAL SUMMARY

Request that the Board of Trustees appoint Olivia Evans as a full-time Manager of the Financial Aid Department, effective October 18 2021, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time Technical Professional Exempt (TPE) position; 40 hours per week, 52 weeks per year, with a beginning annual salary \$55,000.00, plus benefits.

JUSTIFICATION OF ACTION

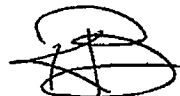

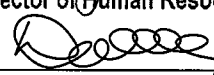
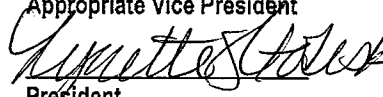
This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical, and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Request that the Board of Trustees appoint Olivia Evans as a full-time Manager of the Financial Aid Department, effective October 18, 2021, pending successful completion of a criminal background investigation.

Approvals:

- * 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) No

| | |
|--|---------|
|  | 9.29.21 |
| Originator | Date |
|  | 10/6/21 |
| Director of Human Resources | Date |
|  | 9/30/21 |
| Appropriate Vice President | Date |
|  | 10/8/21 |
| President | Date |



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.G.4

Board Meeting Date: **October 14, 2021**

BOARD COMMITTEE

FUNDING

| | | |
|--|--|---|
| <input type="checkbox"/> Policy | <input checked="" type="checkbox"/> Operating | <input type="checkbox"/> Grant Funded |
| <input type="checkbox"/> Finance | <input type="checkbox"/> College Capital | <input type="checkbox"/> Student Life |
| <input type="checkbox"/> Architectural | <input type="checkbox"/> Protection, Health and Safety | <input type="checkbox"/> Special Levies |
| <input type="checkbox"/> Other | | |

PROPOSAL SUMMARY

Request that the Board of Trustees approve the appointment of Claudia Rodriguez as a Testing Technician in the Student Development Department, effective November 1, 2021 pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 weeks per year, classified Grade VII on the Support Staff Salary Schedule with an annual salary of \$37,121.00 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Request that the Board of Trustees approve the appointment of Claudia Rodriguez as a Testing Technician in the Student Development Department, effective November 1, 2021 pending successful completion of a criminal background investigation.

Approvals:

- * 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) No

| | |
|-----------------------------|---------|
| | 10.4.21 |
| Originator | Date |
| | 10/6/21 |
| Director of Human Resources | Date |
| | 10/8/21 |
| Appropriate Vice President | Date |
| | 10/8/21 |
| President | Date |



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: - FY22-VII.G.5

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

Policy, Finance, Architectural, Other, Operating, College Capital, Protection, Health and Safety, Grant Funded, Student Life, Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees approve the appointment of Regina Smith as Assessment Center Testing Coordinator in the Student Development Department, effective October 18, 2021 pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; for 35 hours per week, 52 weeks per year classified Grade VIII on the Support Staff Salary Schedule with a beginning annual salary of \$38,246.00 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Request that the Board of Trustees approve the appointment of Regina Smith as Assessment Center Testing Coordinator in the Student Development Department, effective October 18, 2021 pending successful completion of a criminal background investigation.

Approvals:

- * 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) No

Signatures and dates for Originator, Director of Human Resources, Appropriate Vice President, and President.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.G.6

Board Meeting Date: October 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint Kaitlin Ferguson as a full-time Manager of Public Relations and Resource Development in the Office of the President, effective November 8, 2021, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time Technical Professional Exempt (TPE) position; 40 hours per week, 40 hours per week, 52 weeks per year with a beginning annual salary of \$56,000.00 (\$2,000 of which will be funded by the SSC Foundation), plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 2.0; South Suburban College will raise the visibility of the college and improve the understanding and perceived value of educational opportunities offered by the college.

MOTION

Request that the Board of Trustees appoint Kaitlin Ferguson as a full-time Manager of Public Relations and Resource Development in the Office of the President, effective November 8, 2021, pending successful completion of a criminal background investigation.

Approvals:

- * 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) No

Patricia... 10/6/21
 Originator Date

Van... 10/6/21
 Director of Human Resources Date

Joseph... 10/8/21
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY22-VII.H.1

Board Meeting Date:

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees advertise to fill the vacated grant funded position of Adult Career Coach in the Workforce Development Department.

ESTIMATED COST OR BENEFIT

The grant funded position of Career Coach has a salary of \$35,000 plus benefits.

JUSTIFICATION OF ACTION

This position is required to fill the vacancy created by the promotion of Brianna Wells to Manager of Workforce. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial; physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees advertise to fill the vacated grant funded position of Adult Career Coach in the Workforce Development Department.

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] 10/6/21
 Director of Human Resources Date

[Signature] 10/8/21
 Appropriate Vice President Date

[Signature] 10/8/21
 President Date