

SOUTH SUBURBAN COLLEGE



October 9, 2025

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
POLICY COMMITTEE MEETING AGENDA
ROGERS, CHAIR; TRUSTEES REED, AND WILLIAMS
THURSDAY, OCTOBER 9, 2025
5:50 PM

- I. Recommendation to accept the first reading of new Board Policy 102.07, Trustee Emeritus, and revised Board Policy 208.01, Naming of Physical Properties of the College



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, SUITE 2248

FINANCE COMMITTEE MEETING AGENDA

HILL, CHAIR; TRUSTEES DALY AND WILLIAMS

THURSDAY, OCTOBER 9, 2025

5:55 PM

-
- I. Recommendation to accept the proposal of SET Environmental, Inc. for the operation and management of the South Suburban College Household Hazardous Materials



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
REGULAR BOARD MEETING AGENDA
THURSDAY, OCTOBER 9, 2025
6:00 PM

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC PARTICIPATION**
- IV. PRESENTATIONS/REPORTS**
- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Public Hearing held September 11, 2025
 - B. Policy Committee Meeting held September 11, 2025
 - C. Finance Committee Meeting held September 11, 2025
 - D. Regular Board of Trustees Meeting held September 11, 2025
- VI. NEW BUSINESS**
 - A. Monthly Financial Report (Thomas Agnew)
 - B. Approval of the payment of bills for September, 2025 (Thomas Agnew)
 - C. Approval to accept the first reading of new Board Policy 102.07, Trustee Emeritus, and revised Board Policy 208.01, Naming of Physical Properties of the College (Janet Rogers)
 - D. Approval to accept the proposal of SET Environmental, Inc. for the operation and management of the South Suburban College Household Hazardous Materials (HHM) Collection Center (Tyhani Hill)
- VII. PERSONNEL RECOMMENDATIONS**
 - A. Retirements/Resignations/Terminations
 - B. Appointments
 - C. Memorandum of Agreement – Academic & Career Advisors
- VIII. CLOSED SESSION**
 - A. 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 2248

MINUTES OF THE PUBLIC HEARING

THURSDAY, SEPTEMBER 11, 2025

I. CALL TO ORDER & ROLL CALL:

At 5:48 p.m., Vice Chairman Kevin L. Daly called the Public Hearing 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.

Board members in attendance for the Public Hearing: Vice Chairman Kevin L. Daly, Secretary Sherelene A. Harris, and Trustees Tyhani Hill, Prince Reed, Anthony Williams, and Student Trustee Grace Ojo.

Board members absent for the Public Hearing: Chairman Terry Wells and Trustee Janet Rogers.

Also present: College President Lynette D. Stokes; Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board; and College Attorney Christopher Petrarca.

II. PLEDGE OF ALLEGIANCE

Vice Chairman Kevin L. Daly led the Pledge of Allegiance.

III. OPERATING AND NON-OPERATING BUDGETS - FISCAL YEAR 2025

A. Operating and non-operating budgets for fiscal year 2026 for Community College District No. 510

Vice Chairman Kevin L. Daly stated the budget for fiscal year 2026 has been reviewed and posted for the mandatory 30 days. Treasurer Thomas Agnew presented the total operating fund expenditures of \$36,650,906 and the total non-operating fund expenditures of \$19,342,735.

B. Public comments and discussion

Vice Chairman Kevin L. Daly made two formal calls for public comment concerning the operating and non-operating budgets for fiscal year 2025 for Community College District No. 510. There was no public comment.

IV. ADJOURNMENT

There being no response for public input, the Public Hearing adjourned at 5:54 p.m. on a motion made by Trustee Hill and seconded by Trustee Williams. On roll call, Trustees Sherelene Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted Aye. Nays: None. Motion carried.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

16333 S. KILBOURN AVENUE, OAK FOREST, ILLINOIS

JOHN A. DALY CONFERENCE ROOM

MINUTES OF THE POLICY COMMITTEE

THURSDAY, SEPTEMBER 11, 2025

Trustee Prince Reed called the meeting of the Policy Committee to order at 5:54 p.m.

Committee members present: Trustees Prince Reed and Anthony Williams.

Committee members absent: Trustee Janet Rogers.

Other Board members in attendance: Vice Chairman Kevin L. Daly, Secretary Sherelene A. Harris, and Trustees Tyhani Hill, and Student Trustee Grace Ojo.

Other Board members absent: Chairman Terry Wells.

Also present: College President Lynette D. Stokes, Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board; and College Attorney Chris Petrarca.

Agenda:

I. Recommendation to accept the second reading of and adopt revised Board Policies 500.00, Equal Educational Opportunity; 500.01, Degree and Certificate Requirements; 500.02, Midterm Attendance and Grades; 500.03, Recording and Submission of Grades; 502.01, Credit by Examination; 502.02, Tuition Chargeback; and 503.01, Presence in Classrooms

Trustee Reed recommended the Board of Trustees accept the second reading of and adopt revised Board Policies 500.00, Equal Educational Opportunity; 500.01, Degree and Certificate Requirements; 500.02, Midterm Attendance and Grades; 500.03, Recording and Submission of Grades; 502.01, Credit by Examination; 502.02, Tuition Chargeback; and 503.01, Presence in Classrooms at the regular Board of Trustees meeting.

The meeting adjourned at 5:56 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, ROOM 2248

MINUTES OF THE FINANCE COMMITTEE

THURSDAY, SEPTEMBER 11, 2025

Trustee Tyhani Hill called the meeting of the Finance Committee to order at 5:56 p.m.

Committee members present: Vice Chairman Kevin L. Daly, and Trustees Tyhani Hill and Anthony Williams.

Committee members absent: None.

Other Board members in attendance: Secretary Sherelene A. Harris, Trustee Prince Reed, and Student Trustee Grace Ojo.

Other Board members absent: Chairman Terry Wells and Trustee Janet Rogers.

Also present: College President Lynette D. Stokes; Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board; and College Attorney Christopher Petrarca.

Agenda:

I. Approval to approve the operating and non-operating budgets for fiscal year 2026 for Community College District No. 510.

Trustee Hill recommended the Board of Trustees approve the operating and non-operating budgets for fiscal year 2026 for Community College District No. 510 at the regular Board of Trustees meeting.

The meeting adjourned at 5:57 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, SUITE 2248

REGULAR BOARD MEETING MINUTES

THURSDAY, SEPTEMBER 11, 2025

I. CALL TO ORDER & ROLL CALL:

At 6:05 p.m., Vice Chairman Kevin L. Daly 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: Vice Chairman Kevin L. Daly, Secretary Sherelene A. Harris and Trustees Tyhani Hill, Prince Reed, Anthony Williams and Student Trustee Grace Ojo.

Absent: Chairman Terry Wells and Trustee Janet Rogers.

Also present: College President Lynette D. Stokes; Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board of Trustees and College Attorney Christopher Petrarca.

II. PLEDGE OF ALLEGIANCE

Vice Chairman Kevin L. Daly led the Pledge of Allegiance during the Public Hearing.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

A. Allied Health & Nursing Center Resolution on behalf of Cook County Clerk Monica Gordon

Ms. Kellie Merrick presented the Board of Trustees with a resolution in honor of the Allied Health and Nursing Center on behalf of Cook County Clerk Monica Gordon.

B. SSC Strategic Plan, 2025-2030

Dr. JD Chavez delivered a presentation to the Board of Trustees on the 2025-2030 SSC Strategic Plan.

V. PREVIOUS MEETING MINUTES

A. Policy Committee Meeting held August 14, 2025

Trustee Reed moved and Trustee Williams seconded to approve the minutes of the Policy Committee meeting held August 14, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

B. Finance Committee Meeting held August 14, 2025

Trustee Hill moved and Trustee Reed seconded to approve the minutes of the Finance Committee meeting held August 14, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

C. Regular Board of Trustees Meeting held August 14, 2025

Trustee Harris moved and Trustee Reed seconded to approve the minutes of the regular Board of Trustees meeting held August 14, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Harris moved and Trustee Hill seconded to accept the Monthly Financial Report as presented by Treasurer Thomas Agnew. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

B. Bills Payable for August, 2025

Trustee Hill moved and Trustee Harris seconded to approve the monthly payment of bills in the amount of \$2,846,674.99. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

C. Approval to accept the second reading of and adopt revised Board Policies 500.00; Equal Educational Opportunity; 500.01, Degree and Certificate Requirements; 500.02, Midterm Attendance and Grades; 500.03, Recording and Submission of Grades; 502.01, Credit by Examination; 502.02, Tuition Chargeback; and 503.01, Presence in Classrooms

Trustee Reed moved and Trustee Hill seconded to accept the second reading of and adopt revised Board Policies 500.00; Equal Educational Opportunity; 500.01, Degree and Certificate Requirements; 500.02, Midterm Attendance and Grades; 500.03, Recording and Submission of Grades; 502.01, Credit by Examination; 502.02, Tuition Chargeback; and 503.01, Presence in Classrooms. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

D. Approval of the operating and non-operating budgets for fiscal year 2026, as presented

Trustee Hill moved and Trustee Williams seconded to adopt the resolution approving the operating and non-operating budgets for fiscal year 2026, as presented. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

E. Approval to ratify the results of the phone poll conducted between August 21, 2025 by Patrick Rush, Vice President of Administration, to grant permission to advertise to fill the vacated position of Financial Aid Advisor in the Financial Aid Department, as well as to accept the resignation of Sandra Lampa and advertise to fill the vacated position of Radiologic Technology Faculty

Trustee Reed moved and Student Trustee Ojo seconded to grant approval to ratify the results of the phone poll conducted between August 21, 2025 by Patrick Rush, Vice President of Administration, to grant permission to advertise to fill the vacated position of Financial Aid Advisor in the Financial Aid Department, as well as to accept the resignation of Sandra Lampa and advertise to fill the vacated position of Radiologic Technology Faculty. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Harris moved and Trustee Reed seconded to approve the retirement of Mary McCaskey-Thompson as a full-time, grant-funded Adult Education Secretary, effective September 12, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

B. Appointments

1. Trustee Reed and Trustee Hill seconded to approve the appointment of Diana Gutierrez as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective September 15, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.
2. Trustee Williams moved and Student Trustee Ojo seconded to approve the appointment of Shawnell Conyers as a full-time, grant-funded Adult Education & Literacy Data Secretary in the Adult Education Department, effective September 15, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.
3. Trustee Reed moved and Trustee Hill seconded to approve the appointment of Jarita Cook as a full-time Nursing Laboratory & Simulation Manager in the Nursing Department, effective September 15, 2025. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.
4. Trustee Reed moved and Trustee Harris seconded to approve the appointment of Ashley Glasper as a full-time Administrative Assistant II in the Extension Services and Workforce Development Department, effective September 15, 2025, and grant permission to advertise to fill the vacated position. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.
5. Trustee Reed moved and Trustee Hill seconded to approve the appointment of Luke Fikejs as a full-time, grant-funded Director of the Center for Hard to Recycle Materials (CHaRM) in the Administrative Services Division, effective September 15, 2025, and grant permission to advertise to fill the vacated, grant-funded position. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

C. Approval to Reappoint Non-tenured Spring Hire Faculty for 2025/2026 Academic Year

Trustee Harris moved and Trustee Williams seconded to grant approval to reappoint Sharlene Chapman as non-tenured spring hire faculty in the Pharmacy Technician Program for the 2025/2026 academic year. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

VIII. CLOSED SESSION

There was none.

IX. MISCELLANEOUS

There was none.

X. ADJOURNMENT

At 6:42 p.m., Trustee Reed moved and Trustee Hill seconded to adjourn the Board of Trustees meeting. On roll call, Trustees Sherelene A. Harris, Tyhani Hill, Prince Reed, Anthony Williams, Vice Chairman Kevin L. Daly and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

Vice Chairman of the Board

Secretary of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.A

Board Meeting Date: October 9, 2025

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 Financial Report as presented.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION


Please refer to the attached Investment Report and Financial Summary enclosed in your Board booklet for the period ending August 31, 2025. This action aligns with Strategic Direction 3.1; Foster fiscal stability and sustainability.

MOTION

Move that the Board of Trustees approve the Financial Report as presented.

Approvals:

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


Controller/Treasurer

10/1/25
Date


Appropriate Vice President

10/1/25
Date


President

10/1/25
Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees

From: CFO - Thomas Agnew

Date: October 9, 2025

Subject: Financial Report For The Period Ending August 31, 2025

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, Operations and Maintenance, and the Auxiliary Funds the following occurred:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$4,715,378.65	\$9,040,430.81
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$5,700,282.77	\$9,336,854.11

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>
\$8,803,103.77	\$13,261,479.51
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$7,155,952.68	\$11,555,863.28
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$1,647,151.09	\$1,705,616.23

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>
\$8,573,668.26	1.89%	(81)

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Revenue Auxiliary	Monthly Total
July	\$3,897,889.77	\$139,126.18	\$288,036.21	\$4,325,052.16
August	\$4,204,610.10	\$218,102.09	\$292,666.46	\$4,715,378.65
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
YTD	\$8,102,499.87	\$357,228.27	\$580,702.67	\$9,040,430.81
	Expenditures Educational	Expenditures O&M	Expenditures Auxiliary	Monthly Total
July	\$3,206,552.08	\$351,208.62	\$78,810.64	\$3,636,571.34
August	\$4,817,033.49	\$754,868.17	\$128,381.11	\$5,700,282.77
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
YTD	\$8,023,585.57	\$1,106,076.79	\$207,191.75	\$9,336,854.11

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$4,458,375.74	\$4,399,910.60	\$58,465.14
August	\$8,803,103.77	\$7,155,952.68	\$1,647,151.09
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
YTD	\$13,261,479.51	\$11,555,863.28	\$1,705,616.23

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$11,575,563.30	2.70%	(34)
August	\$8,573,668.26	1.89%	(81)
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

		Fund 1	Fund 2	Fund 3	Fund 3
Description	Date	Educational	Opr. & Maint.	O&M Rst(300)	PH&S(379)
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		3,211,129.94	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,551,552.09	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		5,006,905.01	0.00	798,819.25	0.00
Totals	6/30/2025	10,769,587.04	0.00	798,819.25	0.00
Transactions:					
Illinois Fund MM deposit from Comptroller	8/7/5	22,634.74			
Illinois Fund MM deposit from Comptroller	8/21/25	109,766.42			
Illinois Fund MM deposit from Comptroller	8/21/25	348,527.70			
Illinois Fund MM deposit from Comptroller	8/29/25	135,317.07			
Illinois Fund MM deposit from Comptroller	8/29/25	130,890.83			
Interest on Illinois Funds MM	8/29/25	12,877.12			
5/3 transfer from Investments to Cash	8/4/25	(500,000.00)			
5/3 transfer from Investments to Cash	8/6/25	(1,000,000.00)			
5/3 transfer from Investments to Cash	8/21/25	(780,666.32)			
5/3 transfer from Investments to Cash	8/22/25	(500,000.00)			
5/3 transfer from Investments to Cash	8/26/25	(1,000,000.00)			
Interest on 53 MM	8/29/25	9,459.84			
PFM Interest	8/31/25	9,297.56			
Ending Balance:		7,767,692.00	0.00	798,819.25	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		3,971,143.82	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,560,849.65	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		1,235,698.53	0.00	798,819.25	0.00
Totals	8/31/25	7,767,692.00	0.00	798,819.25	0.00

SOUTH SUBURBAN COLLEGE

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SOUTH SUBURBAN COLLEGE

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SOUTH SUBURBAN COLLEGE

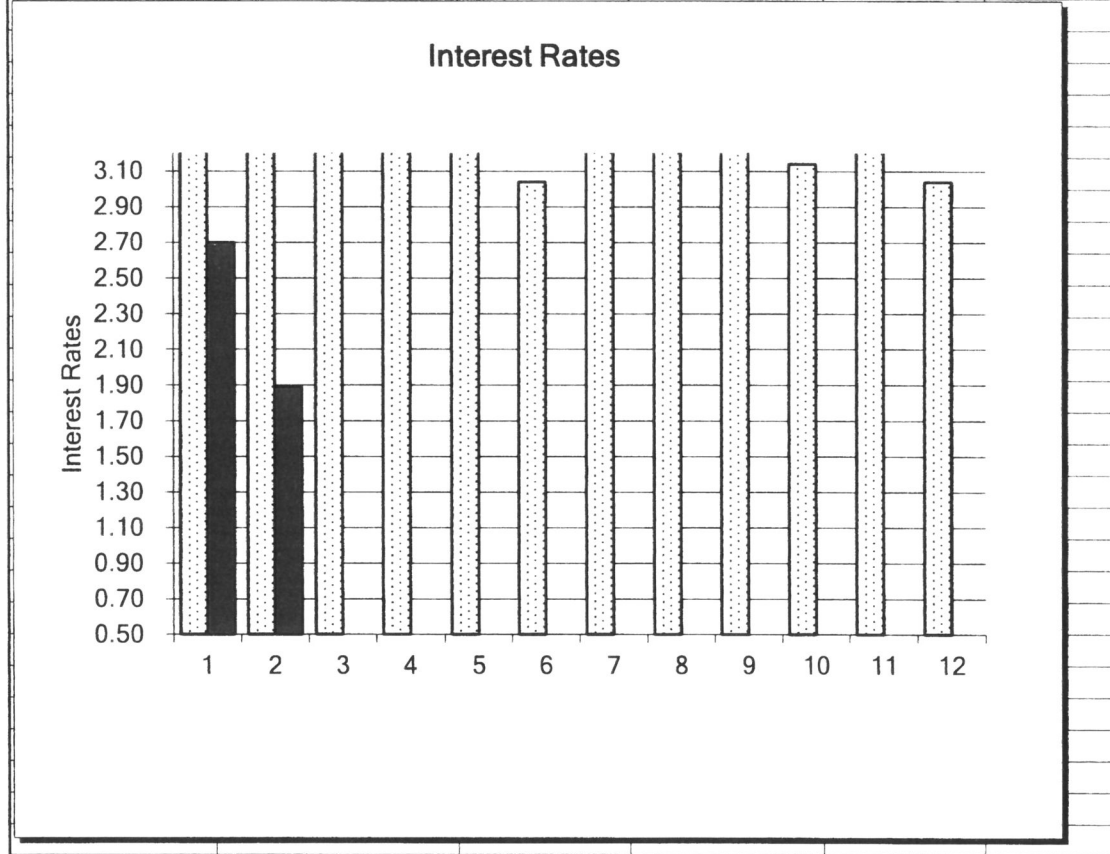
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SOUTH SUBURBAN COLLEGE

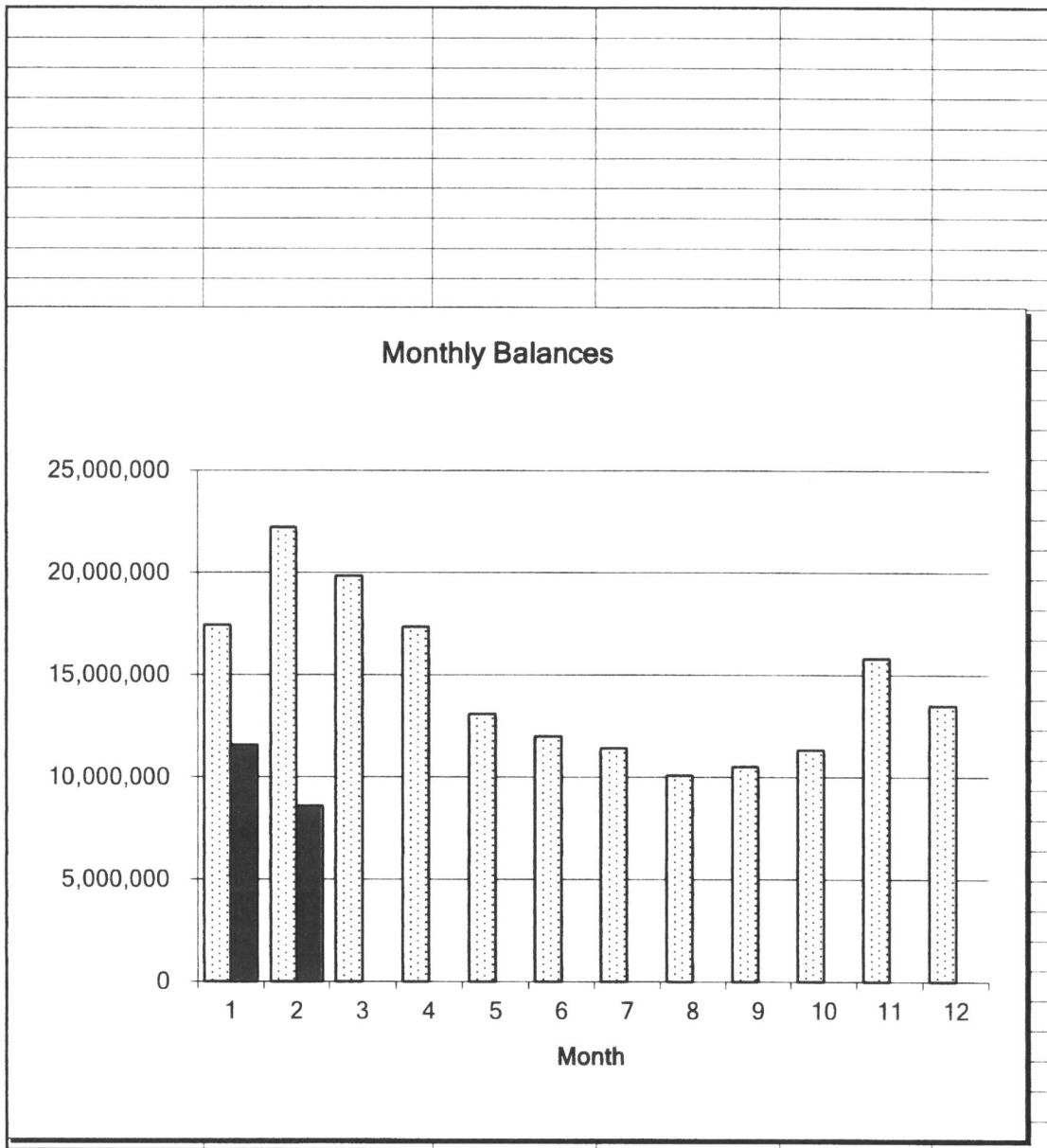
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South Suburban College

Investment Summary					
F Y 2024 - 2025			F Y 2025 - 2026		
Month	Month End Balance	Percent Return	Month End Balance	Percent Return	
July	17,431,731	3.72	11,575,563	2.70	
August	22,214,870	3.77	8,573,668	1.89	
September	19,828,080	3.87			
October	17,337,162	3.84			
November	13,084,456	3.68			
December	11,994,138	3.04			
January	11,420,635	3.67			
February	10,089,356	3.49			
March	10,511,246	3.37			
April	11,333,006	3.14			
May	15,807,933	3.27			
June	13,498,105	3.04			



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.B

Board Meeting Date: October 9, 2025

BOARD COMMITTEE

____ Policy
____ Finance
____ Architectural
____ Other

 x
 x
 x

Operating
College Capital
Protection, Health and
Safety

 x
 x
 x

Grant Funded
Student Life
Special Levies

FUNDING

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 Chief Financial Officer to pay the following list of bills:

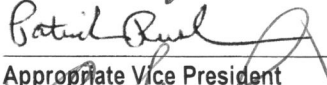
Education Fund	\$2,923,641.31
Operations & Maintenance Fund	\$430,303.10
Operations & Maintenance Restricted Fund	\$18,750.00
Auxiliary Enterprise Fund	\$583,934.71
Restricted Fund	\$449,301.42
Flex Plan Fund	\$1,158.77
Special Levies Fund	\$395,492.58
Total	\$4,802,581.89

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


Chief Financial Officer

10/1/25
Date


Appropriate Vice President

10/1/25
Date


President

10/1/25
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.C

Board Meeting Date: October 9, 2025

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 accept the first reading of new Board Policy 102.07, Trustee Emeritus, and revised Board Policy 208.01, Naming of Physical Properties of the College.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 5.4; Improve operational efficiencies of all internal structures and processes.

MOTION

Move that the Board of Trustees accept the first reading of new Board Policy 102.07, Trustee Emeritus, and revised Board Policy 208.01, Naming of Physical Properties of the College.

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

9/30/25
Date


President

9/30/25
Date

**South Suburban College
South Holland, Illinois**

Board of Trustees Policy and Procedure Manual

102.07 Trustee Emeritus

The college proposes the addition of a new Board Policy to award Trustee Emeritus status to former Trustees who meet the requirements as listed. The purpose of conferring this honor is to recognize and express gratitude for exemplary service to the institution, and to maintain strong engagement with Trustees who've made notable contributions toward advancing the mission of South Suburban College. The college has already established a similar status with its Professor Emeritus guidelines within the SSC Faculty Association Article XIII, Section 13.12.

In order to be awarded Emeritus status, individuals must satisfy the following criteria:

1. The individual must not currently serve on the Board of Trustees,
2. must have served on the Board of Trustees for a period of no less than ten (10) years,
3. must have vacated their Board of Trustee seat for at least one full academic year,
4. must have displayed active leadership on one or more Board Committees during their tenure as a Trustee,
5. must have established record of notable service to the Board, students, faculty and administration of South Suburban College,
6. and must have an established record of notable service to the community of District No. 510.

Nomination process:

Nominations for Trustee Emeritus must be submitted by a member of the Board of Trustees or by the College President, and granted emeritus status by vote of the current Board of Trustees.

Honors and Privileges of Trustee Emeritus Status:

Former Trustees granted emeritus status will receive a framed "Certificate of Appreciation" and will have their name displayed on a plaque on the college leadership Legacy Wall. Additionally, Trustee Emeritus will be entitled to several privileges including but not limited to invitations to participate in commencement and other major events, and inclusion on Foundation, alumni and college newsletters. The former Trustee granted emeritus status will do so for a period of no more than five (5) years from the date of appointment. At no time will there be more than one former Trustee serving in said capacity.

Drafted: June 2025
Reviewed: October 2025

**South Suburban College
South Holland, Illinois**

Board of Trustees Policy and Procedure Manual

208.01 Naming of Physical Properties of the College

The following criteria will be applied when naming any area of the physical properties of the College.

1. The person or entity for whom an area is named shall have received recognition for contributions to the College and in the field of endeavor.
2. There will be a minimum of **thirty (30) days** between the date of the request for naming an area and the date of Board action.
3. ***A minimum of four (4) members of the Board must approve the proposition.***
4. The Board reserves the right to change the name of physical properties of the College as deemed appropriate.

Adopted: June 23, 1977
Revised: April 8, 1999
Reviewed: July 12, 2007
Revised: October 2025



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.D

Board Meeting Date: October 9, 2025

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 accept the proposal of SET Environmental, Inc. for assisting with the recycling management of the South Suburban College Household Hazardous Waste (HHW) facility.

ESTIMATED COST OR BENEFIT

\$9,116 per month, funded through HHW Grant.

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

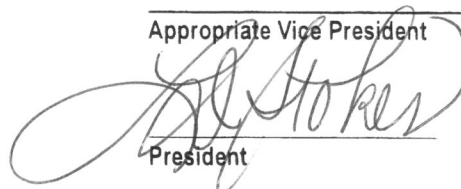
Move that the Board of Trustees accept the proposal of SET Environmental, Inc. for the operation and management of the South Suburban College Household Hazardous Materials (HHM) Collection Center.

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

9/29/25
Date


President

9/25/25
Date

Memorandum

To: Mr. Patrick Rush, South Suburban College

From: Catherine Case, Senior Project Manager

CC: Mr. Justin Papp, South Suburban College

Date: September 16, 2025

Subject: Recommendation for Contract Award – HHM Collection Center O&M

Following review of proposals, evaluation of clarifying information, and completion of the interview process, MEC recommends awarding the contract for the operation and management of the South Suburban College Household Hazardous Materials (HHM) Collection Center to SET Environmental, Inc.

This recommendation is based on the following key considerations:

- Experience in Illinois and with IEPA: SET has extensive hazardous materials management experience in Illinois, including established relationships with the Illinois EPA and familiarity with state regulatory requirements.
- Proven Capability in the Region: SET currently manages the City of Chicago's HHM facility, providing them with direct experience operating a large-scale household hazardous waste collection program in the same regional context as SSC.
- Proposal and Interview Performance: SET provided a complete, detailed proposal that included all required documentation, a transparent cost breakdown, and a clear staffing and reporting approach. Their responses during the interview demonstrated a thorough understanding of HHM operations and SSC's expectations.
- Pricing: SET's base monthly price initially appeared higher, but much of the difference was attributable to including categories that SSC will cover directly. Once those items are adjusted, their pricing is competitive and reflects realistic operational assumptions.

Overall, SET's demonstrated qualifications, regional experience, compliance record, and strong proposal responsiveness make them the most qualified Respondent to manage SSC's HHM Collection Center.



Personnel



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.A.1

Board Meeting Date: October 9, 2025

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 Justin Sorrell as a full-time Human Resources Manager in the Human Resources Department, effective October 1, 2025, and grant permission to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Replacement of this position 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 Justin Sorrell as a full-time Human Resources Manager in the Human Resources Department, effective October 1, 2025, and grant permission 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) No

Charlotte Guyton
Originator

10/2/25
Date

Charlotte Guyton
Director of Human Resources

10/2/25
Date

Batim Bush
Appropriate Vice President

10/2/25
Date

JD Stokes
President

10/2/25
Date

Charlotte,

It is with great regret that I must express my resignation, effective today, October 1, 2026.

Due to unfortunate circumstances, I must relocate out of state. Because of this, I am no longer capable of continuing my employment with South Suburban College.

I would like to thank you, Judy, LeTay, and Linda for giving me the opportunity and tools I needed to do well in my role. If given time I hoped to make a real impact.

I wish you, the WH team, and South Suburban College the best future possible.

Blessings,

Justin Sorrell



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.1

Board Meeting Date: October 9, 2025

BOARD COMMITTEE

____ Policy
____ Finance
____ Architectural
____ Other

 x

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

FUNDING

____ Grant Funded
____ Student Life
____ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Brianna McCullor as a full-time Accountant I in the Business & Accounting Department, effective October 14, 2025.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 weeks per year with a beginning annual salary of \$43,334 plus benefits classified Grade VIII on the Support Staff Salary Schedule.

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 appointment of Brianna McCullor as a full-time Accountant I in the Business & Accounting Department, effective October 14, 2025.

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

Jason Woods
Originator

9/25/25
Date

Charlotte Guyton
Director of Human Resources

9/25/25
Date

Patricia Ruel
Appropriate Vice President

9/25/25
Date

Al Stokes
President

9/25/25
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.2

Board Meeting Date: October 9, 2025

BOARD COMMITTEE

☐ Policy
☐ Finance
☐ Architectural
☐ Other

☒ Operating
☐ College Capital
☐ Protection, Health and
Safety

FUNDING

☐ Grant Funded
☐ Student Life
☐ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Tomkea Weeden as a Financial Aid Advisor in the Financial Aid Department, effective October 14, 2025.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 weeks per year with a beginning annual salary of \$45,555 plus benefits, classified Grade IX on the Support Staff Salary Schedule.

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 appointment of Tomkea Weeden as a Financial Aid Advisor in the Financial Aid Department, effective October 14, 2025.

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

Wendy Freeman
Originator

9/26/25
Date

Charlotte Guyton
Director of Human Resources

9/26/25
Date

[Signature]
Appropriate Vice President

9/26/25
Date

[Signature]
President

9/26/25
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.3

Board Meeting Date: October 9, 2025

BOARD COMMITTEE

☐ Policy
☐ Finance
☐ Architectural
☐ Other

☒

Operating
College Capital
Protection, Health and
Safety

FUNDING

☐ Grant Funded
☐ Student Life
☐ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Tenia Downs as a Foundation Specialist in the Office of the President, effective October 14, 2025.

ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 weeks per year with a beginning annual salary of \$47,884 plus benefits classified Grade X on the Support Staff Salary Schedule.

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 appointment of Tenia Downs as a Foundation Specialist in the Office of the President, effective October 14, 2025.

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

Dr. Kellie C. Martin

Originator

9/26/25

Date

Charlotte Guyton
Director of Human Resources

9/26/25

Date

Dr. Kellie C. Martin
Appropriate Vice President

9/26/25

Date

[Signature]
President

9/26/25

Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.4

Board Meeting Date: October 9, 2025

BOARD COMMITTEE

☐ Policy
☐ Finance
☐ Architectural
☐ Other

☒ Operating
☐ College Capital
☐ Protection, Health and
Safety

FUNDING

☐ Grant Funded
☐ Student Life
☐ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Dr. Jocelyn Betts as the Interim Dean of Nursing, effective October 14, 2025 until such a time that a permanent Dean is identified.

ESTIMATED COST OR BENEFIT

This is a full-time Administrator position; 40 hours per week, 52 weeks per year with a beginning annual salary of \$115,000 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

Move that the Board of Trustees approve the appointment of Dr. Jocelyn Betts as the Interim Dean of Nursing, effective October 14, 2025 until such a time that a permanent Dean is identified.

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

Tasha S. Williams
Originator

9/29/25
Date

Charlotte Guyton
Director of Human Resources

9/29/25
Date

Tasha S. Williams
Appropriate Vice President

9/29/25
Date

[Signature]
President

9/29/25
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.C.1

Board Meeting Date: October 9, 2025

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 Memorandum of Agreement between the South Suburban College Faculty Association and Community College District No. 510 concerning the Academic and Career Advisors.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

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

MOTION

Move that the Board of Trustees approve the Memorandum of Agreement between the South Suburban College Faculty Association and Community College District No. 510 concerning the Academic and Career Advisors.

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

Charlotte Guyton
Director of Human Resources

9/29/25
Date

[Signature]
President

9/29/25
Date