

SOUTH SUBURBAN COLLEGE



May 14, 2026

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
REGULAR BOARD MEETING AGENDA
THURSDAY, MAY 14, 2026
6:00 PM

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC PARTICIPATION**
- IV. **PRESENTATIONS/REPORTS**
 - A. 2026 Student Art Purchase Awards (Pamela Planera/Eric Tucker)
 - B. 2026 President's Excellence in Leadership Awards (Dr. Lynette D. Stokes)
- V. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Finance Committee meeting held April 9, 2026
 - B. Regular Board of Trustees meeting held April 9, 2026
- VI. **NEW BUSINESS**
 - A. Monthly Financial Report (Thomas Agnew)
 - B. Approval of the payment of bills for April, 2026 (Thomas Agnew)
 - C. Approval to ratify the results of the phone poll conducted on April 16, 2026 by Patrick Rush, Vice President of Administration, to approve the retirement of Maria Diana Gutierrez as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective June 1, 2026, and grant permission to advertise to fill the vacated, grant-funded position (Patrick Rush)
- VII. **PERSONNEL RECOMMENDATIONS**
 - A. Retirements/Resignations/Terminations
 - B. Appointments
 - C. Approval to Create and Advertise
 - D. Approval to set faculty sabbaticals to one (1) for the 2026/2027 academic year
- 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 FINANCE COMMITTEE

THURSDAY, APRIL 9, 2026

Trustee Tyhani Hill called the meeting of the Finance Committee to order at 5:54 p.m.

Committee members present: Trustees Tyhani Hill, and Kevin L. Daly.

Committee members absent: Trustee Anthony Williams.

Other Board members in attendance: Chairman Terry Wells, Trustees Prince Reed and Student Trustee Grace Ojo. Trustee Janet Rogers attended remotely.

Other Board members absent: None.

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 L. Petrarca.

Agenda:

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

Trustee Hill recommended the Board of Trustees approve College Insurance Committee's recommendation for the annual renewal of health and life insurance at the regular Board of Trustees meeting.

II. Recommendation to appoint Vista National Insurance Group, a division of Brown & Brown of Illinois, Inc. as the insurance broker of record for fiscal year 2027.

Trustee Hill recommended the Board of Trustees grant approval to reappoint Vista National Insurance Group, a division of Brown & Brown of Illinois, Inc. as the insurance broker of record for fiscal year 2027 at the regular Board of Trustees meeting.

The meeting adjourned at 6:00 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
REGULAR BOARD MEETING MINUTES
THURSDAY, APRIL 9, 2026

I. CALL TO ORDER & ROLL CALL:

At 6:00 p.m., Chairman Terry Wells 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 Terry Wells, Vice Chairman Kevin L. Daly, and Trustees Tyhani Hill, Prince Reed, and Student Trustee Grace Ojo. Trustee Anthony Williams arrived at 6:01 p.m. Trustee Hill made a motion seconded by Student Trustee Harris to allow Trustee Janet Rogers to attend remotely. Motion passed unanimously.

Absent: Trustee Sherelene A. Harris.

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 L. Petrarca.

Chairman Terry Wells and the Board of Trustees observed a moment of silence to honor the passing of Thornton Township Trustee Christopher Gonzalez.

II. PLEDGE OF ALLEGIANCE

Chairman Terry Wells led the Pledge of Allegiance during the Public Hearing.

III. PUBLIC PARTICIPATION

There was none.

IV. REPORTS/PRESENTATIONS

A. Vice President Devon Powell delivered a presentation to the Board of Trustees on the SSC Men's Bulldog Basketball team for a successful 2026 season.

B. The Cyber Security Update presentation was postponed to June, 2026.

V. PREVIOUS MEETING MINUTES

A. Finance Committee Meeting held March 12, 2026

Trustee Hill moved and Trustee Daly seconded to approve the minutes of the Finance Committee meeting held March 12, 2026. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Trustee Anthony Williams abstained. Nays: None. Motion carried.

B. Regular Board of Trustees Meeting held March 12, 2026

Trustee Reed moved and Trustee Hill seconded to approve the minutes of the Regular Board of Trustees meeting held March 12, 2026. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers,

Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Trustee Anthony Williams abstained. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Oath of Office to Student Trustee Elect, Grace Ojo

Chairman Terry Wells administered the Oath of Office to Student Trustee elect Grace Ojo. No vote was taken.

B. Monthly Financial Report

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

C. Bills Payable for March 2026

Trustee Hill moved and Trustee Rogers seconded to approve the monthly payment of bills in the amount of \$4,064,596.91. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

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

Trustee Hill moved and Trustee Rogers seconded to approve the College Insurance Committee's recommendation for the annual renewal of health and life insurance. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Trustee Prince Reed abstained. Nays: None. Motion carried.

E. Approval to appoint Vista National Insurance Group, a division of Brown & Brown of Illinois, Inc. as the insurance broker of record for fiscal year 2027

Trustee Hill moved and Trustee Rogers seconded to appoint Vista National Insurance Group, a division of Brown & Brown of Illinois, Inc. as the insurance broker of record for fiscal year 2027. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Reed moved and Student Trustee Ojo seconded to approve the retirement of JoAnn Mabry as a full-time Administrative Assistant II in the Nursing Department, effective October 1, 2026, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

B. Appointments

1. Trustee Reed moved and Trustee Hill seconded to approve the appointment of Juan Torres as a full-time Admissions Assistant in the Enrollment Services Department, effective April 13, 2026. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

2. Trustee Reed moved and Trustee Hill seconded to approve the appointment of Sixto Avila, Jr. as a full-time grant-funded WEI Student Success Coach for the Workforce Empowerment Initiative grant, effective April 13, 2026. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

VIII. CLOSED SESSION

There was none.

IX. MISCELLANEOUS

Chairman Terry Wells an the Board of Trustees congratulated Trustee Janet Rogers on her appointment as Clerk for the City of Harvey, and Ms. Shirley Drewenski on her appointment as Mayor of the City of Harvey.

Chairman Terry Wells and the Board of Trustees congratulated Dr. Lynette D. Stokes as a recipient of the Trailblazer Award.

X. ADJOURNMENT

At 6:27 p.m., Trustee Williams moved and Trustee Hill seconded to adjourn the Board of Trustees meeting. On roll call, Trustees Kevin L. Daly, Tyhani Hill, Prince Reed, Janet Rogers, Anthony Williams and Chairman Terry Wells and Student Trustee Grace Ojo voted aye. Nays: None. Motion carried.

Chairman of the Board

Secretary of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.A

Board Meeting Date: May 14, 2026

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 Financial Report as presented.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION


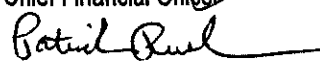
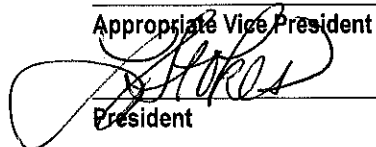
Please refer to the attached Investment Report and Financial Summary enclosed in your Board booklet for the period ending March 31, 2026. This action aligns with Strategic Priority #3; SSC will invest in the MISSION CRITICAL Human, Financial, and Physical Resources.

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

 05/04/26
 Chief Financial Officer 6 Date
 05/04/26
 Appropriate Vice President Date
 05/04/26
 President Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: CFO - Thomas Agnew
 Date: May 14, 2026
 Subject: Financial Report For The Period Ending March 31, 2026

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>
\$4,092,833.76	\$26,409,854.02
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,465,029.78	\$26,567,678.32

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>
\$4,143,430.60	\$44,513,517.57
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,786,262.78	\$44,057,214.74
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$357,167.82	\$456,302.83

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>
\$10,511,246.27	3.37%	98

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Revenue Auxiliary	Monthly Total
July	\$3,897,889.77	\$139,126.18	\$288,621.07	\$4,325,637.02
August	\$3,100,569.88	\$79,075.91	\$281,694.39	\$3,461,340.18
September	\$484,627.74	\$67,658.54	\$254,194.54	\$806,480.82
October	\$1,346,110.18	\$207,345.19	\$71,823.25	\$1,625,278.62
November	\$991,046.51	\$67,658.54	\$61,665.42	\$1,120,370.47
December	\$2,313,813.50	\$446,778.72	\$115,231.06	\$2,875,823.28
January	\$2,291,421.61	\$204,512.25	\$175,076.48	\$2,671,010.34
February	\$4,661,646.12	\$443,601.10	\$325,832.31	\$5,431,079.53
March	\$3,779,137.76	\$304,977.35	\$8,718.65	\$4,092,833.76
April				
May				
June				
YTD	\$22,866,263.07	\$1,960,733.78	\$1,582,857.17	\$26,409,854.02

	Expenditures Educational	Expenditures O&M	Expenditures Auxiliary	Monthly Total
July	\$3,206,342.08	\$351,208.62	\$78,810.64	\$3,636,361.34
August	\$2,966,803.76	\$403,659.55	\$49,570.47	\$3,420,033.78
September	\$2,474,277.98	\$418,698.62	\$584,355.10	\$3,477,331.70
October	\$2,565,512.10	\$516,322.32	\$151,082.02	\$3,232,916.44
November	\$2,026,430.30	\$374,115.86	-\$151,415.70	\$2,249,130.46
December	\$2,108,994.13	\$365,732.88	\$67,077.69	\$2,541,804.70
January	\$2,377,194.29	\$433,764.13	\$296,314.31	\$3,107,272.73
February	\$2,062,048.28	\$368,766.24	\$6,982.87	\$2,437,797.39
March	\$1,895,005.25	\$497,336.42	\$72,688.11	\$2,465,029.78
April				
May				
June				
YTD	\$21,682,608.17	\$3,729,604.64	\$1,155,465.51	\$26,567,678.32

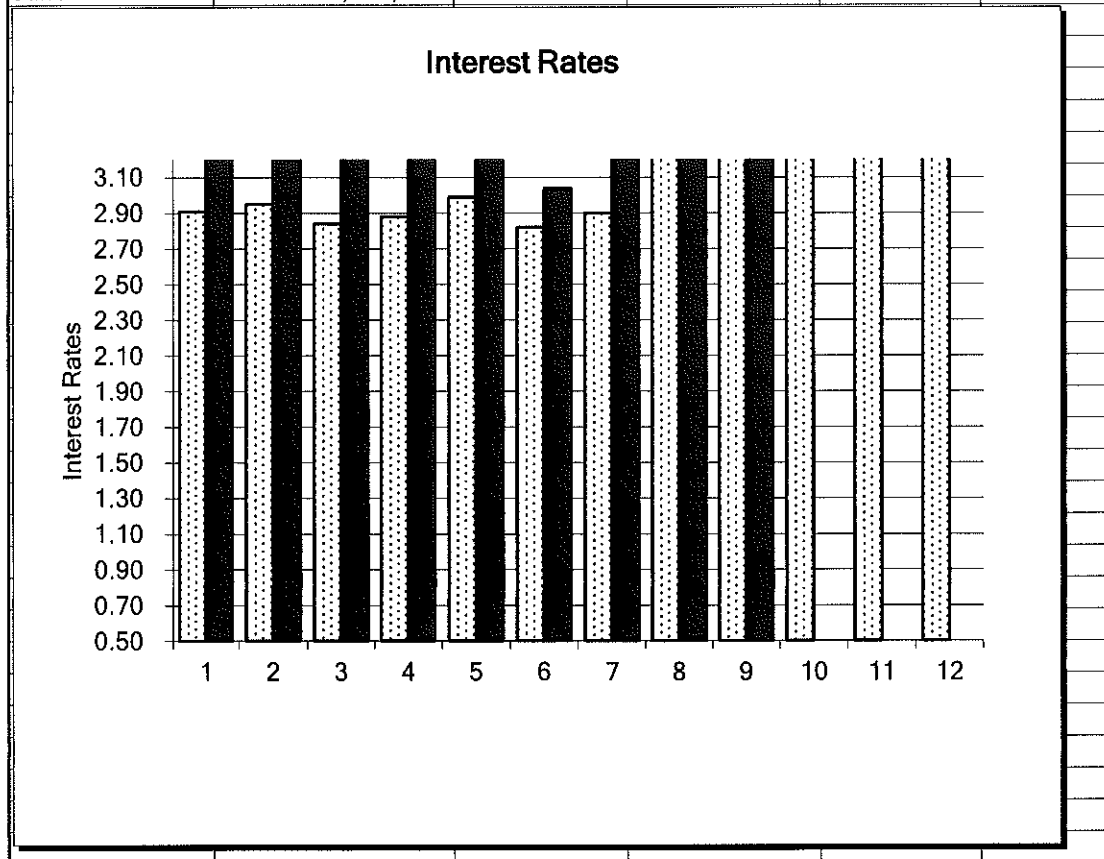
SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$4,458,960.60	\$4,399,700.60	\$59,260.00
August	\$7,539,191.57	\$4,112,364.43	\$3,426,827.14
September	\$3,505,632.87	\$6,840,028.78	-\$3,334,395.91
October	\$2,260,147.55	\$4,337,596.71	-\$2,077,449.16
November	\$3,332,877.59	\$5,162,057.73	-\$1,829,180.14
December	\$6,144,756.69	\$3,094,033.69	\$3,050,723.00
January	\$4,334,631.80	\$3,875,795.37	\$458,836.43
February	\$8,793,888.30	\$8,449,374.65	\$344,513.65
March	\$4,143,430.60	\$3,786,262.78	\$357,167.82
April			
May			
June			
YTD	\$44,513,517.57	\$44,057,214.74	\$456,302.83

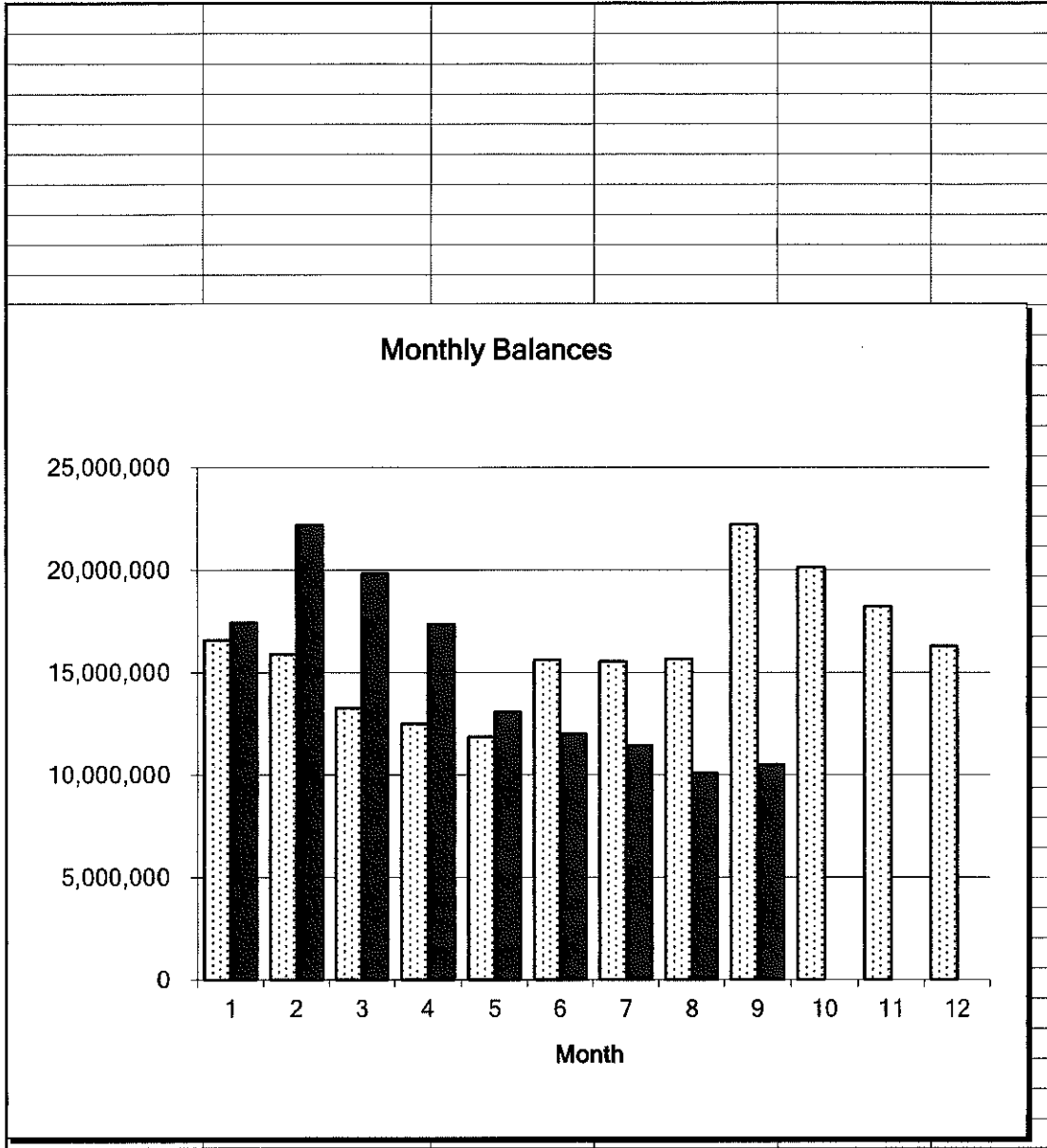
	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$11,575,563.30	2.70%	(34)
August	\$8,573,668.26	1.89%	(81)
September	\$8,108,434.66	1.59%	(30)
October	\$8,395,720.00	3.37%	178
November	\$7,159,392.25	2.97%	(40)
December	\$5,539,859.00	2.06%	(91)
January	\$9,449,473.00	2.49%	43
February	\$9,870,513.68	2.39%	(10)
March	\$10,511,246.27	3.37%	98
April			
May			
June			

South Suburban College

Investment Summary				
	F Y 2023 - 2024		F Y 2024 - 2025	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	16,593,643	2.91	17,431,731	3.72
August	15,893,722	2.95	22,214,870	3.77
September	13,262,893	2.84	19,828,080	3.87
October	12,504,572	2.88	17,337,162	3.84
November	11,856,861	2.99	13,084,456	3.68
December	15,616,406	2.82	11,994,138	3.04
January	15,546,623	2.90	11,420,635	3.67
February	15,663,399	3.84	10,089,356	3.49
March	22,218,501	3.86	10,511,246	3.37
April	20,125,775	3.71		
May	18,205,599	3.76		
June	16,286,762	3.84		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.B

Board Meeting Date: May 14, 2026

BOARD COMMITTEE

Policy
 Finance
 Architectural
 Other

FUNDING

<input checked="" type="checkbox"/> Operating	<input checked="" type="checkbox"/> Grant Funded
<input checked="" type="checkbox"/> College Capital	<input checked="" type="checkbox"/> Student Life
<input checked="" type="checkbox"/> Protection, Health and Safety	<input checked="" type="checkbox"/> 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 Chief Financial Officer to pay the following list of bills:

Education Fund	\$2,345,019.84
Operations & Maintenance Fund	\$352,600.33
Auxiliary Enterprise Fund	\$312,761.35
Restricted Fund	\$581,448.52
Flex Plan Fund	\$1,725.60
Special Levies Fund	\$32,817.54
Total	\$3,626,373.18

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	05/04/26 Date
 _____ Appropriate Vice President	05/04/26 Date
 _____ President	05/04/26 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VI.C

Board Meeting Date: May 14, 2026

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 grant approval to ratify results of the phone poll conducted on April 16, 2026 by Patrick Rush, Vice President of Administration, to approve the retirement of Maria Diana Gutierrez as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective June 1, 2026, and grant permission to advertise to fill the vacated, grant-funded position.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial, and Physical Resources.

MOTION

Move that the Board of Trustees grant approval to ratify results of the phone poll conducted on April 16, 2026 by Patrick Rush, Vice President of Administration, to approve the retirement of Maria Diana Gutierrez as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective June 1, 2026, and grant permission to advertise to fill the vacated, grant-funded 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

Patrick Rush

Appropriate Vice President

05/04/26
Date

Stokes

President

05/04/26
Date



SOUTH SUBURBAN COLLEGE

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

Board of Trustees

Terry R. Wells,
Chairman

Kevin L. Daly,
Vice Chairman

Dr. Sherelene A. Harris,
Secretary

Tyhani Hill

Prince Reed

Janet M. Rogers

Anthony W. Williams

Dr. Lynette D. Stokes,
College President

Our Mission
Is to **S**erve our
Students and
the **C**ommunity
Through Lifelong
Learning.

ssc.edu

MEMORANDUM

To: Dr. Lynette Stokes, President and Board of Trustees
From: Patrick Rush, Vice President of Administration
Date: April 16, 2026

A phone poll was conducted on April 16, 2026, in order to receive the Board's permission to accept the retirement of Diana Gutierrez effective June 1, 2026, and advertise to fill the vacated position of Manager of Adult Education. This role is grant-funded and we hope to fill with a qualified candidate as soon as possible.

- 1. Do you grant permission to accept the resignation of Diana Gutierrez?**
- 2. Do you grant permission to advertise to fill the vacated full-time position of Manager Adult Education?**

Board Members	Date and Time Contacted	Response
Terry Wells, Chairman	April 16, 2026, 12:09 p.m.	Yes, Yes
Kevin Daly, Vice-Chair	April 16, 2026, 12:11 p.m.	Yes, Yes
Dr. Sherlene Harris, Secretary	April 16, 2026, 12:15 p.m.	Yes, Yes
Janet Rogers	April 16, 2026, 12:46 p.m.	Yes, Yes
Tyhani Hill	April 16, 2026, 12:13 p.m.	Yes, Yes
Anthony Williams	April 16, 2026, 12:47 p.m.	Yes, Yes
Prince Reed	April 16, 2026, 12:18 p.m.	Yes, Yes
Grace Ojo, Student Trustee	April 16, 2026, 12:19 p.m.	Yes, Yes

From: María Diana Gutierrez

Sent: April 10, 2026

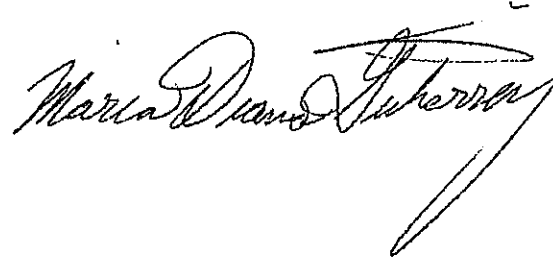
To: Ms. Raylynn Stokes, Director of Adult Education

Cc: SSC Human Resources

Subject: Retirement

Please accept this memo as a formal statement of my intent to retire from South Suburban College, effective June 1, 2026. My last day at work will be May 29, 2026.

After 38.5 years at South Suburban College in the Department of Adult Education, I am grateful for the privilege and opportunity I have had to serve the community as well as the ability to grow in my career with the support of many colleagues throughout the years.

A handwritten signature in black ink, reading "María Diana Gutierrez". The signature is written in a cursive style with a large, sweeping flourish at the end.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VIIA.1

Board Meeting Date: May 14, 2026

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

Move that the Board of Trustees approve the resignation of Desmond Campbell as a full-time Manager of the SouthWorks Maker Lab, effective May 15, 2026, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

Replacement of this position aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial and Physical Resources.

MOTION

Move that the Board of Trustees approve the resignation of Desmond Campbell as a full-time Manager of the SouthWorks Maker Lab, effective May 15, 2026, 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) No

<i>Anna M. Helwig</i>	<u>05/04/26</u>
Originator	Date
<i>Charlotte Guyton</i>	<u>05/04/26</u>
Director of Human Resources	Date
<i>Tasha L. Williams</i>	<u>5/04/26</u>
Appropriate Vice President	Date
<i>Spette Stokes</i>	<u>05/04/26</u>
President	Date

5/1/2026

Dear President Dr. Strokes,

I hope you are doing well. I am writing to formally submit my resignation from my position at South Suburban College, with my last working day being May 15, 2026.

This decision was not an easy one. Due to unforeseen family circumstances, I need to step away from my role to focus on personal responsibilities.

I want to express my sincere gratitude for the 16 years of support, guidance, and opportunities I've received during my time here. Working with you and the college has been a valuable experience, and I truly appreciate the professional growth I've gained.

I am committed to making this transition as smooth as possible and will do everything I can to hand off my responsibilities effectively before my departure.

Thank you again for your understanding and support.

Sincerely,

A handwritten signature in cursive script that reads "Desmond J Campbell".

Desmond J Campbell



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.A.2

Board Meeting Date: May 14, 2026

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

Move that the Board of Trustees approve the termination of Dr. Michael Lyttle as a full-time Faculty in the Life Sciences Department, effective May 15, 2026, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

Replacement of this position aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial and Physical Resources.

MOTION

Move that the Board of Trustees approve the termination of Dr. Michael Lyttle as a full-time Faculty in the Life Sciences Department, effective May 15, 2026, 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) No

Charlotte Guyton
Originator

05/04/26
Date

Charlotte Guyton
Director of Human Resources

05/08/26
Date

Patricia Ruel
Appropriate Vice President

5/08/26
Date

[Signature]
President

05/08/26
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.1

Board Meeting Date: May 14, 2026

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 appointment of Shenea Austin as a full-time Administrative Assistant II in the Student Development Department, effective May 18, 2026.

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

Replacement of this position aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial and Physical Resources.

MOTION

Move that the Board of Trustees approve the appointment of Shenea Austin as a full-time Administrative Assistant II in the Student Development Department, effective May 18, 2026.

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

AD Jones Originator 04/27/26 Date

Charlotte Guyton Director of Human Resources 04/27/26 Date

Appropriate Vice President 04/27/26 Date

Shenea Austin Stokes President 04/27/26 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.2

Board Meeting Date: May 14, 2026

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 appointment of Dr. Kim Anderson as a full-time Faculty in the Nursing Department, effective August 10, 2026.

ESTIMATED COST OR BENEFIT

As placed on the Faculty Salary Schedule.

JUSTIFICATION OF ACTION

Replacement of this position aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial and Physical Resources..

MOTION

Move that the Board of Trustees approve the appointment of Dr. Kim Anderson as a full-time Faculty in the Nursing Department, effective August 10, 2026.

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. Jocelyn Betts 05/04/26
Originator Date
Tasha L. Williams 05/04/26
Appropriate Vice President Date
Charlotte Guyton 05/04/26
Director of Human Resources Date
Spette Stokes 05/04/26
President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY26-VII.B.3

Board Meeting Date: May 14, 2026

BOARD COMMITTEE

FUNDING

- ___ Policy
___ Finance
___ Architectural
___ Other

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

- __x__ Grant Funded
___ Student Life
___ Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Dwayne Daniel as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective May 18, 2026.

ESTIMATED COST OR BENEFIT

This is a full-time, grant-funded position; 40 hours per week, 52 weeks per year with a beginning annual salary of \$65,000 plus benefits.

JUSTIFICATION OF ACTION

Replacement of this position aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial and Physical Resources.

MOTION

Move that the Board of Trustees approve the appointment of Dwayne Daniel as a full-time, grant-funded Adult Education & Literacy Manager in the Adult Education Department, effective May 18, 2026.

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

Raylyn Stokes

Originator

05/08/26

Date

Charlotte Guyton
Director of Human Resources

05/08/26

Date

Tasha S. Williams
Appropriate Vice President

05/08/26

Date

[Signature]
President

05/08/26

Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.C.1

Board Meeting Date: May 14, 2026

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

Move that the Board of Trustees grant permission to create and advertise the full-time position of Program Director, Medical Imaging in the Allied Health & Career Programs Department.

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 \$85,000 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Priority #3; SSC will invest in MISSION CRITICAL Human, Financial, and Physical Resources.

MOTION

Move that the Board of Trustees grant permission to create and advertise the full-time position of Program Director, Medical Imaging in the Allied Health & Career Programs Department.

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

Megan Hughes 05/04/26
Originator Date

Charlotte Guyton 05/04/26
Director of Human Resources Date

Tasha L. Williams 05/04/26
Appropriate Vice President Date

[Signature] 05/04/26
President Date



SOUTH SUBURBAN COLLEGE Position Description

Job Title: Program Director, Medical Imaging

SUMMARY

The Program Director of Medical Imaging will report to the Dean of Allied Health & Career Programs and shall be responsible for assure achievement of the program's goals and outcomes, and is responsible for all aspects of the program, including the organization, administration, continuous review, planning, development and general effectiveness of the program. The Program Director must provide supervision, administration, and coordination of the instructional staff in the academic and clinical phases of the educational program. The director will be responsible for the educational welfare of students and the professional needs of staff in the department. Working cooperatively with faculty and staff, operating within established duties and responsibilities, the Program Director has the administrative oversight and authority to manage decisions on matters related to Medical Imaging and provides leadership for faculty and staff in offering quality educational services for college students, and supervise and evaluate the performances of assigned personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Provide leadership and management for Radiologic Technology, MRI, and potentially additional imaging programs.
- Develop and maintain relationships and correspondence with ICCB, HLC and appropriate accrediting agency. Pursues JRCERT accreditation for the Radiologic Technology Program.
- Aligns program policies and procedures with college and outside regulatory agencies.
- Collaborate with leaders in the private and public sectors and educational agencies to determine needs for new courses and programs.
- Coordinate with hospitals and other healthcare agencies for clinical and employment placements for students.
- Ensure program accountability efforts.
- Collaborate with faculty in curriculum development, revisions, outcomes assessment, program review and retention activities to support student success.
- Effectively plan and manage the budget and purchasing in coordination with program faculty and dean.
- Collaborate with faculty to develop and staff the academic schedule.
- Address student issues and concerns.
- Manage the tenure process and faculty evaluations per contractual guidelines.
- Participate in district, state, and community committees and outreach activities.
- Assist in coordination of annual advisory board meetings.
- Act as a radiation safety officer.
- Collaborate with faculty and staff on lab maintenance.
- Manage selective enrollment for imaging programs.

MINIMUM REQUIREMENTS:

- Master's degree in medical Imaging field or other relevant area
- Two years' experience as an instructor in a JRCERT accredited program
- Holds current American Registry of Radiologic Technologists (ARRT) certification and registration, or equivalent, in radiography
- Knowledge of JRCERT accreditation
- Three to five years of clinical experience in professional discipline
- Proficient in curriculum design, evaluation, instruction, program administration, and academic advising
- Excellent written and oral communication skills.
- Experience in curriculum development and assessment.
- Must successfully pass a criminal background check.

PREFERRED QUALIFICATIONS:

- Doctorate degree from regionally accredited institution of higher education
- Additional certifications such as CIIP or MRSO
- Previous college-level teaching experience
- Previous grant writing, implementation experience
- Familiarity with Ellucian and D2L Brightspace

PHYSICAL REQUIREMENTS:

- Ability to frequently stand and walk
- Ability to use hands to handle, feel, and manipulate objects, tools, or controls
- Ability to occasionally lift and/or move up to 75 pounds.
- Ability to climb or balance; stoop, kneel, crouch, or crawl
- Requires specific vision abilities, including distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Ability to reach with hands and arms

