

**SOUTH SUBURBAN COLLEGE, DISTRICT #510
SOUTH HOLLAND, ILLINOIS
REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 12, 2009**

The Regular Meeting of the South Suburban College Board of Trustees of Illinois Community College District No. 510 was called to order by John Daly, Vice Chairman, at 8:00 p.m. on Thursday, November 12, 2009, in the South Suburban College Board Room located at 15800 S. State Street, South Holland, Illinois.

ROLL CALL

Board Members Present

Vice Chair John Daly, Trustees Anthony DeFilippo, Jacqueline Martin, Terry Wells, and Joseph Whittington.

Board Members Absent

Trustee Katie Jackson Booker and Chairman Frank Zuccarelli

Administrators present

George Dammer, President; Diane Ostojic, Vice President for Academic Services; Songie Milhouse, Vice President for Student Development; Jane Ellen Stocker, Vice President for Enrollment and Community Services; Don Manning, Vice President of Administration and Secretary to the Board; and Sarie Winner, College Attorney.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by John Daly.

PUBLIC PARTICIPATION:

John Daly asked if anyone in the audience would like to address the Board. There was no response.

MINUTES OF PREVIOUS MEETINGS

Architectural Committee of October 08, 2009

Trustee Martin moved and Trustee Wells seconded to approve the minutes of the Architectural Committee held October 08, 2009. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, and Terry Wells. Joseph Whittington passed. Student Trustee Smith aye. Nays: none. Motion carried.

Regular Board Meeting of October 08, 2009

Trustee DeFilippo moved and Trustee Wells seconded to approve the minutes of the Regular Board Meeting held October 08, 2009. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, and Terry Wells. Joseph Whittington passed. Student Trustee Smith aye. Nays: none. Motion carried.

REPORTS

Assessment Project for English Department

Debra Hingst, Dean of Fine Arts, English and Humanities and Maggie Shear, Department Chair of the English Department gave a presentation of the assessment project for the English Department. The Project involves the levels of competency in the writing assessment rubric, the outcome assessment for the English 101 final exam essays, and the annual update report. The Department/Program goals are to place emphasis on topics relating to the English language, its usage and the writing process.

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NEW BUSINESS:

Monthly Financial Report:

Trustee DeFilippo moved to accept the Financial Report as presented by Treasurer Tim Pollert. Trustee Whittington seconded the motion. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

Bills Payable – November, 2009:

Trustee Wells moved and Trustee Martin seconded, to approve payment of the list of bills for November, 2009, totaling \$5,814,791.99. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

Comprehensive Annual Financial Audit Report and Management Letter

Trustee Whittington made a motion to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards as presented by Crowe Horwath LLP for the Fiscal Year ended June 30, 2009. Trustee Wells seconded the motion. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

OMB Circular A-133 Audit Report

Trustee Whittington made a motion for the Board to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2009. Trustee Wells seconded the motion. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

Appointment of Firm Crowe Horwath LLP to conduct an Audit of the College Financial Statements

Trustee Whittington stated the ICCB requires an audit to be completed by independent certified public accountants at the end of each fiscal year. Mr. Whittington made a motion for the Board to accept the recommendation for the appointment of the firm of Crowe Horwath LLP to conduct an audit of the College's Financial Statements for the fiscal year ending June 30, 2010. Trustee Martin seconded the motion. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

Approval of Estimated Tax to be levied for 2009

Trustee DeFilippo stated that on an annual basis, the Board of Trustees is requested to establish a tax levy for the current year. Also, the amount is less than 105% of the final levy of the preceding year; therefore the College is not required to hold a public hearing as required in the past. This levy will be on file not less than 20 days prior to its adoption as required by law. Mr. DeFilippo made a motion to accept the estimated amount of taxes to be levied for 2009 as required by law. Trustee Wells seconded the motion. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

PERSONNEL RECOMMENDATIONS

Retirement/Resignation:

Trustee Martin made a motion, seconded by Trustee Wells to approve the following:

Retirement of Barbara Schneider, Administrative Assistant II, Department of Business and Technology, effective February 1, 2010, and request permission to advertise to fill the position; and the resignation of Cory Hooper, Producer, Communication Services, effective January 4, 2010, and grant permission to advertise to fill the vacancy. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

Personnel Appointments:

Trustee DeFilippo made a motion, seconded by Trustee Whittington to approve the following appointments: Arturo Castillo, Financial Aid Technician, effective November 16, 2009, and request permission to advertise to fill the position of Copy Center Specialist; Derrell Williams, Trades II, effective November 16, 2009; and Robert Reynolds, Micro Computer Analyst, effective November 16, 2009. Upon roll call, the vote was as follows: Ayes: John Daly, Anthony DeFilippo, Jacqueline Martin, Terry Wells, Joseph Whittington, and Student Trustee Smith. Nays: None. Motion carried

CLOSED SESSION

There was no Closed Session.

MISCELLANEOUS:

None

ADJOURNMENT

With no further business, Mr. Daly called for a motion to adjourn. Trustee Whittington moved and Trustee Wells seconded. All members present voted Aye, and the meeting adjourned at 8:29 p.m.

Don Manning, Secretary to the Board

John Daly, Vice Chairman