

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

REGULAR BOARD MEETING MINUTES

THURSDAY, NOVEMBER 14, 2013

I. CALL TO ORDER & ROLL CALL:

At 8:16 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Board Room of the College, Room 2248.

Present: Chairman Frank M. Zuccarelli, Trustees John Daly, Jacqueline Martin, Joseph Whittington and Student Trustee Rebecca Garcia.

Absent: Trustees Anthony DeFilippo, Janet Rogers and Terry Wells.

Also present: Donald Manning, President; Songie Adebiji, Vice President of Student Development; Lynette Stokes-Wilson, Vice President of Academic Services; Jane Ellen Stocker, Vice President of Enrollment and Community Education; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

II. PLEDGE OF ALLEGIANCE

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

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

There was none.

V. PREVIOUS MEETING MINUTES

A. Special Board of Trustees Meeting held October 10, 2013

Trustee Daly moved and Trustee Whittington seconded to approve the minutes of the Special Board of Trustees meeting held on October 10, 2013. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

B. Finance Committee held October 10, 2013

Trustee Daly moved and Trustee Whittington seconded to approve the minutes of the Finance Committee held October 10, 2013. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

C. Closed Session meeting held October 10, 2013

Trustee Whittington moved and Trustee Daly seconded to approve the minutes of the closed session meeting held October 10, 2013. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

D. Regular Board Meeting held October 10, 2013

Student Trustee Garcia moved and Trustee Daly seconded to approve the minutes of the regular Board of Trustees meeting held October 10, 2013. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Martin moved and Trustee Whittington seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

B. Bills Payable for November, 2013

Trustee Martin moved and Trustee Whittington seconded to authorize the Treasurer to pay the list of bills payable for October, 2013, in the amount of \$5,071,491.88. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

C. Approval to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2013

Trustee Whittington moved and Trustee Daly seconded to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2013. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

D. Approval to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2013, as presented

Trustee Whittington moved and Trustee Daly seconded to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2013, as presented. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

E. Approval to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2014

Trustee Whittington moved and Trustee Daly seconded to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2014. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

F. Approval to accept the estimated amount of taxes to be levied for 2013 as required by law

Trustee Daly moved and Trustee Martin seconded to accept the estimated amount of taxes to be levied for 2013 as required by law. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

G. Approval to allow the Administration to enter into an Intergovernmental Agreement with the State of Illinois Comptroller's Office to participate in the Local Debt Recovery program.

Trustee Martin moved and Trustee Daly seconded to allow the Administration to enter into an Intergovernmental Agreement with the State of Illinois Comptroller's Office to participate in the Local Debt Recovery program. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

H. Approval to accept the bid of Aidex Corporation in the amount of \$373,700.00 for the purchase of Amatrol Learning Systems, utilizing Illinois Network for Advanced Manufacturing funds.

Trustee Daly moved and Trustee Whittington seconded to accept the bid of Aidex Corporation in the amount of \$373,700.00 for the purchase of Amatrol Learning Systems, utilizing Illinois Network for Advanced Manufacturing funds. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

I. Approval to reject the bid for the purchase of GE Vivid 7 Expert Ultrasound, utilizing Perkins funds, and grant authorization to re-bid

Trustee Daly moved and Trustee Martin Seconded to reject the bid for the purchase of GE Vivid 7 Expert Ultrasound, utilizing Perkins funds, and grant authorization to rebid. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

J. Approval of the proposed academic calendars for the fall, 2014 and spring, 2015 semesters

Trustee Daly moved and Trustee Whittington seconded to approve the proposed academic calendars for the fall, 2014 and spring, 2015 semesters. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

K. Approval of the Adjunct Faculty Contract

Trustee Daly moved and Trustee Whittington seconded to approve the Adjunct Faculty Contract, effective 2013-2017. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements

Trustee Daly moved and Student Trustee Garcia seconded to approve the following retirements:

1. Retirement of Albert Jackson, full-time instructor in the Music Department, effective July 31, 2014, and grant permission to advertise to fill the vacated position.
2. Retirement of Valerie D. Wise-Burrell, full-time instructor in the Human Services Program, effective May 31, 2014, and grant permission to advertise to fill the vacated position.

On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

B. Resignation

Trustee Daly moved and Trustee Whittington seconded to approve the resignation of Angeline D. Nalepa, full-time Librarian, effective October 25, 2013, and grant permission to advertise to fill the vacated position. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

C. Appointments

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

1. Appointment of Francis Fields as a Custodian I (evening shift) in the Physical Plant Department, effective November 18, 2013.
2. Appointment of DeNee Terry as a Testing and Course Facilitator in the Business & Career Institute, effective November 18, 2013.

On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

VIII. CLOSED SESSION

There was none.

ADJOURNMENT

At 8:40 p.m., Trustee Daly moved and Trustee Martin seconded that the Board Meeting be adjourned. On roll call John Daly, Jacqueline Martin, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Rebecca Garcia voted aye. Motion carried.

Martin Lareau, Board Secretary

Frank M. Zuccarelli, Chairman