



**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**BOARD ROOM (ROOM 2248)**  
**REGULAR BOARD MEETING AGENDA**  
**THURSDAY, MAY 10, 2018**  
**8:00 PM**

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- I. CALL TO ORDER/ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC PARTICIPATION**
- IV. PRESENTATIONS/REPORTS**
  - A. Art Awards (J. Kirkpatrick)
  - B. Recognition of Retirees (M. Lareau)
  - C. Presentation of Tulip Award to Jennifer Medlen (L. Stokes)
- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
  - A. Policy Committee Meeting held April 12, 2018
  - B. Finance Committee Meeting held April 12, 2018
  - C. Regular Board of Trustees meeting held April 12, 2018
  - D. Closed Session Meeting held April 12, 2018
- VI. NEW BUSINESS**
  - A. Oath of Office to Student Trustee Elect (M. Lareau)
  - B. Monthly Financial Report (T. Pollert)
  - C. Approval of payment of bills (T. Pollert)
  - D. Approval of the Intergovernmental agreement between Thornton Township High School District 205 and South Suburban Community College District No. 510 (D. Manning)
- VII. PERSONNEL RECOMMENDATIONS**
  - A. Retirements/Resignations/Terminations
  - B. Appointments
  - C. Approval to grant tenure
  - D. Approval to reappoint non-tenured faculty
- VIII. CLOSED SESSION**

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, 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**  
**MINUTES OF THE POLICY COMMITTEE**  
**THURSDAY, APRIL 12, 2018**

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Trustee Janet M. Rogers called the Policy Committee meeting to order at 8:03 p.m.

Committee members present: Trustees Janet M. Rogers, Vivian Payne, and Terry Wells

Committee members absent: None

Other Board members in attendance: Trustees John Daly, Anthony DeFilippo, Joseph Whittington, Frank M. Zuccarelli, and Student Trustee Ronnell Tatum

Other Board members absent: None.

Administration present: Don Manning, President; Lynette Stokes, Vice President of Academic Services; Songie Adebiyi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Stanley T. Kuser

Agenda:

I. Recommendation to accept the second reading of and adopt revised Board Policy 413.03, Employee Obligations Upon Separation of Employment

Trustee Janet Rogers recommended the Board accept the second reading of and adopt Board Policy 413.03, Employee Obligations Upon Separation of Employment, at the regular Board of Trustees meeting.

The meeting adjourned at 8:04 p.m.



**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**BOARD ROOM (ROOM 2248)**  
**FINANCE COMMITTEE MEETING AGENDA**  
**DEFILIPPO, CHAIR; DALY AND ROGERS**  
**THURSDAY, APRIL 12, 2018**  
**7:50 PM**

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- I. Recommendation to accept the bid of Northside Construction in the base bid amount of \$180,537.00 for the SSC Circle Renovation Project utilizing South Suburban College Foundation and bond funds
- II. Recommendation to accept the bids of Precise Printing in the amount of \$29,800.00 for the printing of College publications
- III. Approval to authorize the Treasurer to make an inter-fund loan from the Working Cash fund to the Educational Fund
- IV. Approval to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance

**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**REGULAR BOARD MEETING MINUTES**  
**THURSDAY, APRIL 12, 2018**

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**I. CALL TO ORDER & ROLL CALL:**

At 8:25 p.m., Chairman Frank M. Zuccarelli called the regular meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 to order. The meeting was held in the Board Room of the College, Room 2248.

*Present:* Trustees John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli, and Student Trustee Ronnell Tatum

*Absent:* None

*Also present:* Donald Manning, President; Songie Adebisi, Vice President of Student Development; Lynette Stokes, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Stanley T. Kusper

**II. PLEDGE OF ALLEGIANCE**

Chairman Frank M. Zuccarelli led the Pledge of Allegiance.

**III. PUBLIC PARTICIPATION:**

There was none.

**IV. REPORTS/PRESENTATIONS**

There were none.

**V. PREVIOUS MEETING MINUTES**

**A. Policy Committee meeting held March 8, 2018**

Trustee Wells moved and Student Trustee Tatum seconded to approve the minutes of the Policy Committee meeting held on March 8, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, and Joseph Whittington voted aye. Nays: None. Frank M. Zuccarelli passed. Student Trustee Ronnell Tatum voted aye. Motion carried.

**B. Finance Committee meeting held March 8, 2018**

Trustee Wells moved and Trustee Rogers seconded to approve the minutes of the Finance Committee meeting held March 8, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, and Joseph Whittington voted aye. Nays: None. Frank M. Zuccarelli passed. Student Trustee Ronnell Tatum voted aye. Motion carried.

**C. Regular Board of Trustees meeting held March 8, 2018**

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Regular Board of Trustees meeting held on March 8, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, and Joseph Whittington voted aye. Nays: None. Frank M. Zuccarelli passed. Student Trustee Ronnell Tatum voted aye. Motion carried.

## **VI. NEW BUSINESS**

### **A. Monthly Financial Report**

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

### **B. Bills Payable for April, 2018**

Trustee Daly moved and Trustee Payne seconded to authorize the Treasurer to pay the list of bills payable for April 2018 in the amount of \$4,391,029.64. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

### **C. Approval to accept the second reading of and adopt revised Board Policy 413.03, Employee Obligations upon Separation of Employment**

Trustee Rogers moved and Student Trustee Tatum seconded to accept the second reading of and adopt revised Board Policy 413.03, Employee Obligations upon Separation of Employment. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

### **D. Approval to accept the bid of Northside Construction in the base bid amount of \$180,537.00 for the SSC Circle Renovation Project utilizing South Suburban College Foundation and bond funds**

Trustee DeFilippo moved and Trustee Wells seconded to accept the bid of Northside Construction in the base bid amount of \$180,537.00 for the SSC Circle Renovation Project utilizing South Suburban College Foundation and bond funds. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

### **E. Approval to accept the bid of Precise Printing in the amount of \$29,800.00 for the printing of College publications**

Trustee DeFilippo moved and Trustee Payne seconded to accept the bid of Precise Printing in the amount of \$29,800.00 for the printing of College publications. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

### **F. Approval to authorize the Treasurer to make an inter-fund loan from the Working Cash fund to the Educational fund**

Trustee DeFilippo moved and Trustee Daly seconded to authorize the Treasurer to make an inter-fund loan from the Working Cash fund to the Educational fund. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

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

Trustee DeFilippo moved and Trustee Whittington seconded to accept the College Insurance Committee's recommendation for the annual renewal of health and life insurance. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

H. Approval to reduce the number of Faculty Sabbaticals to zero for the 2018/2019 academic year  
Trustee DeFilippo moved and Trustee Whittington seconded to reduce the number of Faculty Sabbaticals to zero for the 2018/2019 academic year.

On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

## **VII. PERSONNEL RECOMMENDATIONS**

### **A. Retirements/Resignations/Terminations**

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

1. Resignation of Paul Adams, part-time Campus Police Officer in the Campus Police department, effective April 16, 2018.

2. Resignation of Shelly Fickau, Dean of Student Development, effective April 16, 2018, and grant permission to advertise to fill the vacated position, as needed.

3. Resignation of Shari McGovern, full-time instructor in the Allied Health Career Programs department, effective July 30, 2018, and grant permission to advertise to fill the vacated position, as needed.

On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

4. Trustee Daly moved and Trustee Whittington seconded to approve the termination of Michael Schoettle, full-time Client Solutions Specialist for the Business & Career Institute, effective April 13, 2018, and grant permission to advertise to fill the vacated position, as needed. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

### **B. Appointments**

1. Trustee Daly moved and Trustee Wells seconded to approve the appointment of Danielle Whitted as Manager of Student Programming, effective April 13, 2018, and grant permission to advertise to fill the vacated position, as needed. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

## **VIII. Closed Session:**

At 8:47 p.m., the Board entered into closed session on a motion made by Trustee Daly and seconded by Trustee Whittington to discuss the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable or imminent litigation. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

At 9:28 p.m., the Board resumed open session on a motion made by Trustee Whittington and seconded by Trustee Rogers. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

**C. Appointment of College President**

1. Trustee Rogers moved and Student Trustee Tatum seconded to approve the appointment of Dr. Lynette Stokes as College President, effective October 1, 2018, and grant permission to advertise to fill the position of Vice President of Academic Services. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

**ADJOURNMENT**

At 9:32 p.m., Trustee Daly moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet M. Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

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**Martin Lareau, Secretary to the Board of Trustees**

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**Frank M. Zuccarelli, Chairman of the Board of Trustees**



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: FY18-VI.A

Board Meeting Date: May 10, 2018

**BOARD COMMITTEE**

- Policy
- Finance
- Architectural
- Other

**FUNDING**

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

**PROPOSAL SUMMARY**

The Proposal is to swear in the South Suburban College Student Trustee Elect, Ronnell Art Tatum.

**ESTIMATED COST OR BENEFIT**

N/A

**JUSTIFICATION OF ACTION**

The South Suburban College Student Trustee Election held on April 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup>. On April 26<sup>th</sup>, Ronnell Art Tatum was declared the winner of the SSC Student Trustee Election. This action supports the Strategic Plan Core Values.

**MOTION**

Move to swear in Ronnell Art Tatum as the South Suburban College Student Trustee effective May 10, 2018

**Approvals:**

- \* Are funds available in the budget?
- \* Is this related to any previous Board action?
- \* Is this part of a large project requiring additional funds? (Explain)

*(B.B.)*  
*Songie Adebisi* 4/26/18  
 Appropriate Vice President Date

*[Signature]* 4/26/18  
 President Date

**SOUTH SUBURBAN COLLEGE**  
**Office of the Vice President of Student Development**

**TO:** South Suburban College Board of Trustees

**FROM:** Songie Adebisi 

**DATE:** April 26, 2018

**SUBJECT:** 2018 Student Trustee Election

On April 23, 24 and 25, 2018, the South Suburban College Student Trustee Election was held through the “My SSC” portal. On April 26, 2018, Ronnell Art Tatum was declared the winner of the election and will serve as our 2018-19 Student Trustee.

SA/ab

**SOUTH SUBURBAN COLLEGE**  
**2018 STUDENT TRUSTEE ELECTION CANDIDATES**

**Please choose one:**

- Ronnell Art Tatum 21\*



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**      Agenda Item          **FY18-VI.B**

For Board Information in May, 2018.

For Board Action in May, 2018.

**Board Committee:**

- Policy
- Finance
- Architectural
- Other

**Funding:**

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

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

[Empty box for Proposal Summary]

**ESTIMATED COST OR BENEFIT**

[Empty box for Estimated Cost or Benefit]

**JUSTIFICATION OF ACTION**

Please refer to the attached Investment Report and Financial Summary enclosed in your Board packet for the period ending March 31, 2018. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

Move to accept the Financial Report as presented.

- \*Are funds available in the budget?
- \*Is this related to any previous Board action?
- \*Specify above if matching funds are required.
- \*Is this part of a large project requiring additional funds? (Explain)
- \*Attach supplemental information as necessary

**Approvals**

*Jim Pollert* 5/4/18  
Controller/Treasurer

*Mano Jara* 5/4/18  
Vice-President

*[Signature]* 5/7/18  
President

**SOUTH SUBURBAN COLLEGE**  
 South Holland, Illinois

To: Board of Trustees  
 From: Tim Pollert  
 Date: April 30, 2018  
 Subject: Financial Report For The Period Ending March 31, 2018

Following is a Financial Summary Sheet and a set of Investment Reports for the above mentioned period. The first page is a Consolidated Statement of Revenues, Expenditures and Fund Balances for all funds. In the Operating Funds, a combination of the Educational and the Operations and Maintenance Funds, the following occurred:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$2,225,772.95	\$23,084,737.75
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,976,035.92	\$23,815,700.93

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>
\$4,359,661.23	\$38,227,446.58
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$5,360,150.12	\$39,343,083.74
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$1,000,488.89)	(\$1,115,637.16)

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>
\$16,507,052.64	2.25%	2

**SOUTH SUBURBAN COLLEGE**  
South Holland, Illinois

	<b>Revenue Educational</b>	<b>Revenue O&amp;M</b>	<b>Monthly Total</b>
July	\$3,160,162.14	\$55,123.01	\$3,215,285.15
August	\$2,315,853.48	\$45,859.15	\$2,361,712.63
September	\$2,638,531.62	\$899,522.81	\$3,538,054.43
October	\$1,632,158.52	\$360,582.15	\$1,992,740.67
November	\$1,936,852.48	\$62,786.96	\$1,999,639.44
December	\$1,501,620.28	\$401,582.50	\$1,903,202.78
January	\$2,352,872.25	\$351,552.85	\$2,704,425.10
February	\$2,873,658.67	\$270,245.93	\$3,143,904.60
March	\$2,134,534.64	\$91,238.31	\$2,225,772.95
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$20,546,244.08	\$2,538,493.67	\$23,084,737.75

	<b>Expenditures Educational</b>	<b>Expenditures O&amp;M</b>	<b>Monthly Total</b>
July	\$2,729,720.02	\$286,831.50	\$3,016,551.52
August	\$2,211,546.62	\$313,050.44	\$2,524,597.06
September	\$3,106,952.27	\$450,541.43	\$3,557,493.70
October	\$1,763,955.65	\$309,693.45	\$2,073,649.10
November	\$1,683,893.90	\$320,330.48	\$2,004,224.38
December	\$1,765,156.24	\$312,723.52	\$2,077,879.76
January	\$2,581,320.08	\$326,650.65	\$2,907,970.73
February	\$2,357,354.98	\$319,943.78	\$2,677,298.76
March	\$2,533,969.17	\$442,066.75	\$2,976,035.92
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$20,733,868.93	\$3,081,832.00	\$23,815,700.93

**SOUTH SUBURBAN COLLEGE**  
South Holland, Illinois

	<b>Revenues All Funds</b>	<b>Expenditures All Funds</b>	<b>Monthly Total</b>
July	\$3,652,185.57	\$3,762,696.81	(\$110,511.24)
August	\$6,799,812.50	\$6,765,747.72	\$34,064.78
September	\$4,575,258.04	\$4,768,838.24	(\$193,580.20)
October	\$2,948,129.37	\$2,663,977.15	\$284,152.22
November	\$3,193,159.56	\$4,055,083.37	(\$861,923.81)
December	\$3,887,183.85	\$3,292,182.56	\$595,001.29
January	\$3,901,855.89	\$4,628,300.77	(\$726,444.88)
February	\$4,910,200.57	\$4,046,107.00	\$864,093.57
March	\$4,359,661.23	\$5,360,150.12	(\$1,000,488.89)
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$38,227,446.58	\$39,343,083.74	(\$1,115,637.16)

	<b>Investment Total</b>	<b>Average Rate of Return</b>	<b>Basis Point Change from Last Month</b>
July	\$13,317,248.51	2.10%	(15)
August	\$16,227,947.39	2.09%	(1)
September	\$14,124,023.56	2.01%	(8)
October	\$14,347,403.77	2.26%	25
November	\$9,895,292.95	2.21%	(5)
December	\$11,923,377.40	2.14%	(7)
January	\$9,444,725.59	2.24%	10
February	\$9,703,649.77	2.23%	(1)
March	\$16,507,052.64	2.25%	2
April			
May			
June			







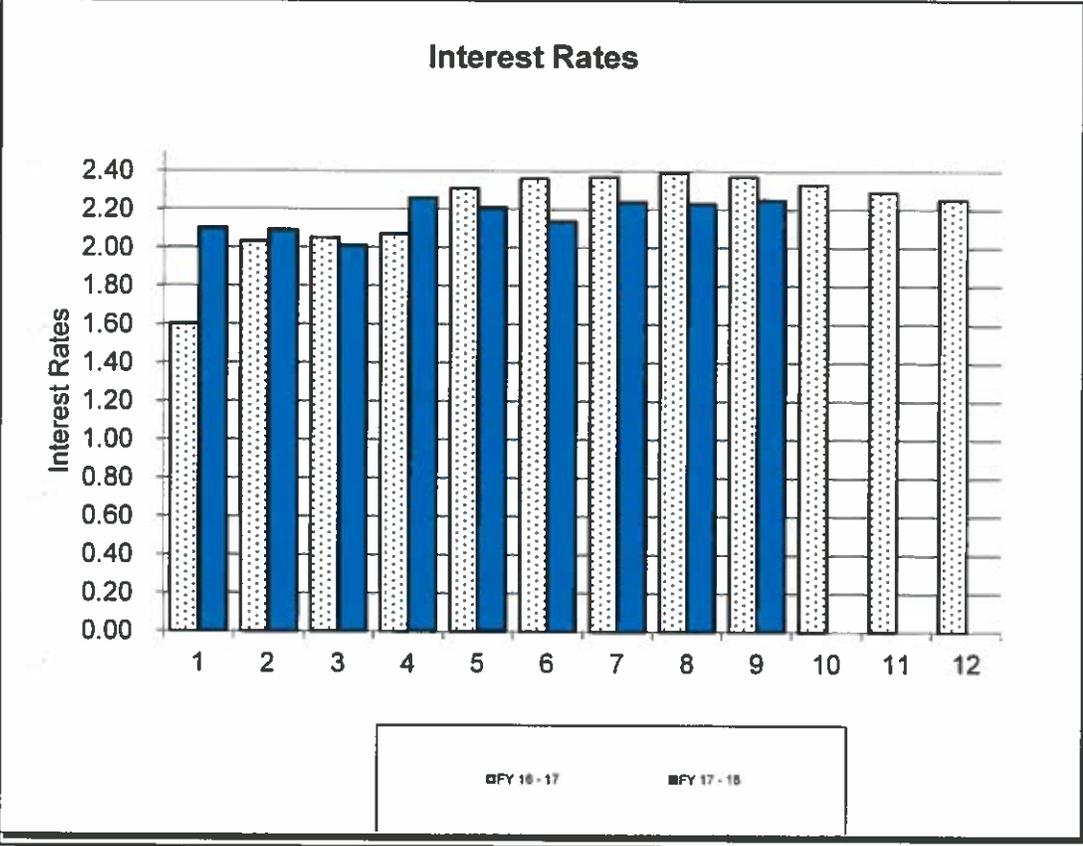


SOUTH SUBURBAN COLLEGE

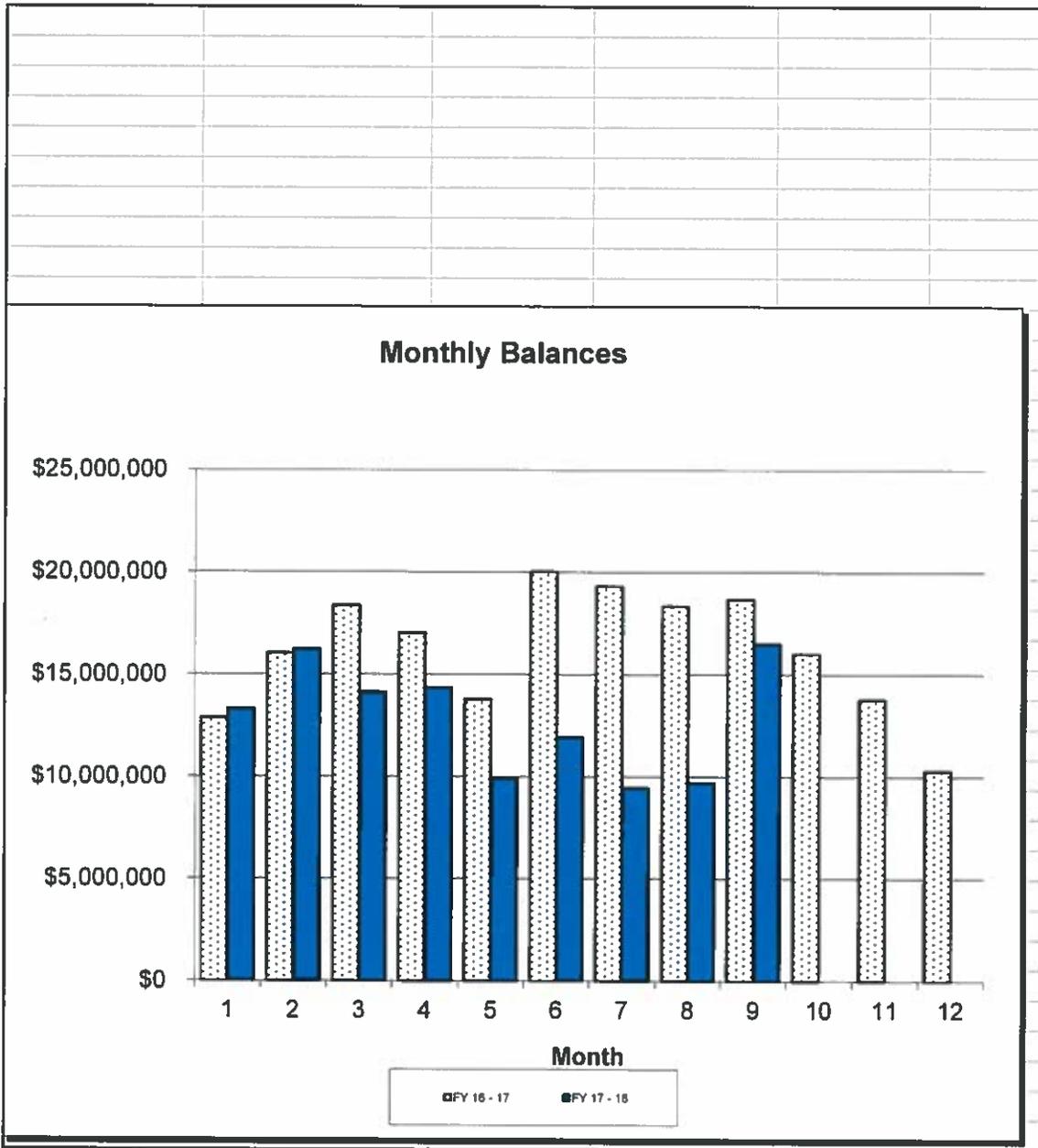
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	12%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	3,377,290.84	0.00	3,377,290.84	20%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	11,144,658.90	0.00	11,144,658.90	68%
	<b>Total</b>	<b>16,507,052.64</b>	<b>0.00</b>	<b>16,507,052.64</b>	<b>100%</b>
	<b>Average %</b>	<b>2.25</b>			

**South Suburban College**

<b>Investment Summary</b>				
	<b>F Y 2016 - 2017</b>		<b>F Y 2017 - 2018</b>	
<b>Month</b>	<b>Month End Balance</b>	<b>Percent Return</b>	<b>Month End Balance</b>	<b>Percent Return</b>
July	\$12,857,745	1.60	\$13,317,249	2.10
August	16,019,990	2.03	16,227,947	2.09
September	18,366,749	2.05	14,124,024	2.01
October	17,018,830	2.07	14,347,404	2.26
November	13,780,694	2.31	9,895,293	2.21
December	20,017,795	2.36	11,923,377	2.14
January	19,304,224	2.37	9,444,726	2.24
February	18,331,621	2.39	9,703,650	2.23
March	18,664,543	2.37	16,507,053	2.25
April	16,006,391	2.33		
May	13,765,935	2.29		
June	10,285,748	2.25		



South Suburban College





**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

**Agenda Item**

**FY18-VI.C**

For Board Information in April, 2018.

For Board Action in April, 2018.

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

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

**PROPOSAL SUMMARY**

[Empty box for Proposal Summary]

**ESTIMATED COST OR BENEFIT**

[Empty box for Estimated Cost or Benefit]

**JUSTIFICATION OF ACTION**

Paying the bills supports (Vision Statement Strategic Direction 2, SSC.2.17) to continue to provide an efficient, transparent, and financially secure institution.

**MOTION**

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

Education Fund	\$2,386,519.62
Operation & Maintenance Fund	135,984.33
Operation & Maintenance Restricted Fund	20,172.50
Auxiliary Enterprise Fund	60,124.09
Restricted Funds	196,657.99
Audit	2,000.00
Special Levies Fund	13,613.59
Flex Plan Fund	<u>5,556.67</u>
<b>Total</b>	<b>\$2,820,628.79</b>

- \* Are funds available in the budget? yes
- \* Is this related to any previous Board action?
- \* Specify above if matching funds are required.
- \* Is this part of a large project requiring additional funds? (Explain)           No
- \* Attach supplemental information as necessary

**APPROVALS**

*Jim Bell* 5/2/18  
Controller/Treasurer

*Mark Bureau* 5/2/18  
Vice-President

*[Signature]* 5/2/18  
President



**INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE BOARD OF EDUCATION OF THORNTON TOWNSHIP HIGH SCHOOL  
DISTRICT 205 AND THE BOARD OF TRUSTEES OF SOUTH SUBURBAN  
COMMUNITY COLLEGE DISTRICT 510**

This Agreement is between the Board of Education of Thornton Township High School District 205, Cook County, Illinois (“District 205”), and the Board of Trustees of South Suburban Community College District 510, Cook County, Illinois (“South Suburban”), and is made on the last date set forth below.

**WHEREAS**, District 205 is a public school district organized and operating pursuant to the *Illinois School Code*, 105 ILCS 5/1-1, et seq.;

**WHEREAS**, South Suburban is a public community college organized and operating pursuant to the *Public Community College Act*, 110 ILCS 805/1-1, et seq.;

**WHEREAS**, the Parties wish to work together to provide usable and available space on South Suburban’s South Holland campus for District 205’s Outlook Academy program, which focuses on delivering alternative educational instruction and opportunities for over-aged and/or under-credited District 205 students so as to enable such students to graduate from high school;

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution authorizes units of local government, such as the Parties, to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

**WHEREAS**, Section 5 of the Illinois *Intergovernmental Cooperation Act*, 5 ILCS 220/5, provides that one or more units of local government may contract to perform any governmental service, activity or undertaking which any unit of local government entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each governmental unit to the contract.

**NOW, THEREFORE**, in consideration of the terms and conditions contained in this Agreement, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Term** – This Agreement shall become effective only upon its approval by both Parties’ governing boards. It shall remain in full force and effect until June 30, 2023, unless: (a) extended to a later date by mutual agreement of both Parties in writing; or (b) terminated by the Parties in accordance with the terms of this Agreement. The District shall be permitted to move into and/or begin utilizing all of the spaces set forth herein on or after May 28, 2018.

2. **Classroom and Locker Space at South Suburban** – South Suburban shall provide District 205 at least ten (10) classrooms on its South Holland campus for District 205’s exclusive use that, together, possess the capacity to serve 350 Outlook Academy students at any time, and that, individually, possess the capacity to serve at least 35 Outlook Academy students at any time. Such classrooms shall also provide Wi-Fi access and sufficient locked storage space for District 205 employees. The minimum classroom space shall include the following rooms at South

Suburban's South Holland campus: 3480, 3482, 3484, 3478, 3494, 3361, 3363, 3365, 3367, and 3369.

District 205 employees shall be permitted to decorate and adorn these classrooms in whatever educationally appropriate manner they see fit; provided, however, District 205 employees shall not destroy or otherwise damage these classrooms in any way and shall remove all such decorations at the conclusion of the term of this Agreement. All Outlook Academy students shall also be permitted access to secured lockers on South Suburban's South Holland campus.

3. Office Space at South Suburban – South Suburban shall provide District 205 at least five (5) administrative offices on its South Holland campus for District 205's exclusive use that offer Wi-Fi access, landline telephones and numbers, and sufficient locked storage space for District 205 employees during each year of this Agreement. The minimum office space shall include the following rooms at South Suburban's South Holland campus: 3134, 3142, 3451, 3453, and 3425.

4. Gymnasium, Fitness Center and Weight Room – South Suburban shall provide District 205 exclusive access to and use of South Suburban's: (a) gymnasium between the hours of 8:00 a.m. and 10:00 a.m., Monday through Friday; (b) fitness center between the hours of 8:00 a.m. and 9:00 a.m., Monday and Wednesday, and between the hours of 8:00 a.m. and 10:00 a.m., Tuesday and Thursday; and (c) weight room between 8:00 a.m. and 10:00 a.m., Monday through Thursday. In the event a South Suburban College sponsored event requires access to and use of any of these facilities during the aforementioned dates and times, South Suburban shall provide District 205 with at least 24 hours advance written notice so that satisfactory accommodations for both Parties may be made.

5. Computer and Science Labs – South Suburban shall provide District 205 exclusive access to and use of South Suburban's: (a) science lab in classroom 4466 between the hours of 9:00 a.m. and 11:00 a.m., Monday through Friday; and (b) computer lab in classroom 3256 at all times the building is open, Monday through Friday. Provided, however, to the extent this computer lab requires hardware and/or software upgrades or updates to suit District 205's specific technology needs, the financial responsibility for doing so shall be District 205's alone.

6. Library Access – South Suburban shall provide District 205 access to and reasonable use of South Suburban's library at all times the library is open to South Suburban's own students. Furthermore, District 205 students shall be permitted to utilize all on-site library databases and resources, including but not limited to, books, materials, C.D.s, D.V.D.s, media, newspapers and magazines, in the same manner and fashion, and on the same terms, as South Suburban's own students.

7. Conference Rooms, Auditorium and Lecture Hall – South Suburban shall provide District 205 access to and reasonable use of conference rooms and group meeting spaces (e.g. the Mi-Jack conference room, the MB Financial conference room, etc.), as well as South Suburban's auditorium, on a "first come, first reserved" basis. Additionally, District 205 shall have exclusive access to South Suburban's "Lecture Hall A" between the hours of 8:00 a.m. and 11:00 a.m., Monday through Friday.

8. Resource Room – South Suburban shall provide District 205 exclusive access to and use of the South Holland campus’ resource room/concord level space, which previously housed South Suburban’s Child Development Center, so as to afford District 205 a private and secure faculty lounge space, as well as an additional exclusive multi-purpose area to implement and operate the Outlook Academy program. District 205, subject to its Board of Education’s approval, shall split the cost (50%/50%) with South Suburban College to renovate the resource room/concord level space for District 205’s exclusive use; provided, however, District 205’s contribution in this regard shall in no event exceed \$10,000.

9. Cafeteria – South Suburban shall provide District 205 access to and reasonable use of South Suburban’s cafeteria between the hours of 10:00 a.m. and 2:00 p.m., Monday through Friday; provided South Suburban’s South Holland campus is open to its students and staff on such days. Outlook Academy students may purchase food, snacks and beverages from South Suburban’s meal vendor(s) on the same payment terms as South Suburban’s own students.

In the event District 205 decides to transport meals to South Suburban from an off-site location for Outlook Academy students, District 205 may store, prepare and distribute such food in and from the Resource Room only. These meals shall not be stored, prepared or distributed from or in South Suburban’s cafeteria or kitchen space; provided such meals may be eaten or consumed by Outlook Academy students in the cafeteria during the hours set forth in the preceding paragraph.

Any equipment necessary for such food storage, preparation and/or distribution shall be the sole responsibility of District 205, and South Suburban shall have no obligation to obtain, purchase or otherwise provide any such equipment. Additionally, if it is determined by South Suburban College that additional electrical wiring or infrastructure is necessary to safely operate District 205’s equipment, the cost of such electrical construction shall be the sole responsibility of District 205.

10. Parking – South Suburban shall provide District 205 cost-free access to and reasonable use of South Suburban’s parking lots so as to enable District 205 employees and Outlook Academy students to park their personal vehicles on South Suburban’s South Holland campus at all times during the term of this Agreement.

11. Nurse – District 205 shall be permitted to bring onto and staff at South Suburban’s South Holland campus its own school nurse, who shall be responsible for treating, tending to, assisting and/or otherwise providing medical care to District 205 students and employees only. District 205’s school nurse shall operate within the spaces set forth above that are provided for the exclusive use of District 205 on South Suburban’s South Holland campus.

12. Presentation to Outlook Academy Students – District 205 shall permit South Suburban to present, at reasonable times so as to not unduly interfere with the educational instruction of Outlook Academy students, information regarding the possible matriculation of Outlook Academy students to South Suburban upon their graduation from District 205. Prior to presenting such information to Outlook Academy students, South Suburban shall provide the Outlook Academy

coordinator sufficient advance written notice of its desire to present this information and obtain the coordinator's written approval to do so. South Suburban shall not, however, be permitted to teach, instruct or otherwise educate in any way Outlook Academy students; all instruction of Outlook Academy students shall, at all times, be performed by District 205 employees. To the extent dual credit courses are offered to Outlook Academy students, the District 205 employees teaching such dual credit courses shall be appropriately licensed and qualified to do so.

13. Security, Police and Emergency Services – South Suburban shall, at all times, provide the same security, police and emergency services (e.g. fire and medical response teams) to District 205 employees and Outlook Academy students while on South Suburban's South Holland campus as South Suburban provides to its own students and employees. District 205 shall be permitted, however, to employ and bring onto South Suburban's South Holland campus District 205's own security personnel, who shall, at all times, be under the direction and supervision of District 205; District 205's security personnel, with respect to Outlook Academy, shall be present to further the educational objectives of Outlook Academy, and not for law enforcement purposes. In addition, South Suburban's student discipline policies and procedures shall not apply to Outlook Academy students; District 205's student discipline policies and procedures shall exclusively apply to Outlook Academy students. Final discretion regarding whether to impose student discipline and the level of discipline to be imposed with respect to Outlook Academy students shall, at all times, remain exclusively vested in District 205. However, it is understood between the Parties that student discipline shall not take the place of any response deemed necessary and appropriate by the South Suburban College Police Department.

14. Confidentiality of Outlook Academy Student Records – South Suburban shall, to the extent it comes into contact with or has, in any manner, control or custody of Outlook Academy students' school records, be subject to and abide by the confidentiality and disclosure provisions set forth in the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq. and the *Family Educational Rights and Privacy Act of 1974*, as amended, 20 U.S.C.1232(g) and their supporting regulations, as well as District 205's Board of Education policies, with respect to such records.

15. Utilities, Maintenance and Janitorial Services – South Suburban shall be solely responsible for the cost of all utilities necessary to provide all of the usable and available space, as described above, on South Suburban's South Holland campus for District 205's Outlook Academy, including but not limited to, lighting, heating, cooling, ventilation, water, cable, phone, internet, Wi-Fi and broadband connectivity costs. In addition, South Suburban shall also be solely responsible for all maintenance and custodial services costs during the term of this Agreement. To the extent District 205 requires any additional information technology ("IT") equipment or hardware for purposes of Outlook Academy's operation beyond that which is presently offered by South Suburban, District 205 shall be solely responsible for the cost of such additional IT equipment and/or hardware; provided, however, upon the expiration or termination of this Agreement, District 205 shall be considered the owner of such additional IT equipment and/or hardware, and may remove it from South Suburban's South Holland campus regardless of how it is affixed.

The Parties agree that data usage shall be monitored following the onset of Outlook Academy's tenancy and, upon a determination of data usage, the Parties shall agree upon proper cost allocation for such data services.

16. **Indemnification** – The Parties to this Agreement shall protect, defend, indemnify and hold harmless each other, their Board members/trustees, officers and employees, from and against any and all claims, actions, damages, liability and expenses, including attorney's fees, for injuries to persons or damage or destruction of property to the extent proximately caused by the negligent, willful or other wrongful acts or omissions of the indemnifying party or its employees, contractors or agents.

17. **School Calendar** – On days when South Suburban's South Holland campus is closed to its students and staff, District 205's Outlook Academy program shall not operate on the campus or have any access to the spaces utilized under the terms of the Agreement. It is the understanding and expectation of the Parties that District 205's Outlook Academy shall be solely responsible to obtain an alternative location for all such days.

18. **Termination** – Either Party may terminate this Agreement with or without cause by serving written notice on the other Party by January 1<sup>st</sup> of any given year, with such termination then taking effect June 30<sup>th</sup> of the year in which notice was given. Said written notice shall be delivered by both certified mail, return receipt requested, and regular U.S. mail.

19. **Notices** – Any and all notices required hereunder shall be served in writing to District 205 as follows:

Superintendent  
Thornton Township High School District 205  
465 East 170<sup>th</sup> Street  
South Holland, IL 60473

Any and all notices required hereunder shall be served in writing to South Suburban as follows:

President  
South Suburban College  
15800 South State Street  
South Holland, Illinois 60473

20. **Effect of Agreement** – This Agreement contains all of the terms agreed upon by the Parties with respect to the operation of District 205's Outlook Academy program on South Suburban's South Holland campus and supersedes all prior intergovernmental agreements, arrangements, memoranda of understanding and communications between the Parties concerning such subject matter, whether oral or written.

21. **Binding Nature of Agreement** - This Agreement shall be binding upon and inure to the benefit of District 205, its successors and assigns, and shall be binding upon and inure to the benefit of South Suburban, its successors and assigns.

22. **Non-Discrimination and Sexual Harassment.** Each party agrees that it shall not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status,

physical or mental handicap, an unfavorable discharge from military service, or any other factor as prohibited by law. Each party certifies that it is an equal opportunity employer.

Each party certifies that it maintains all required policies and procedures as set forth in the Illinois Human Rights Act and the Illinois Drug Free Workplace Act.

22. Severability Clause - If any section, provision, paragraph, phrase, clause or word contained herein is held to be void, invalid or contrary to law by a court of competent jurisdiction, it shall be deemed removed herefrom, and the remainder of this Agreement shall continue to have its intended full force and effect.

**IN WITNESS WHEREOF**, the Parties have hereunto set their hands and seals the day and year below written.

**BOARD OF EDUCATION OF  
THORNTON TOWNSHIP HIGH  
SCHOOL DISTRICT 205  
Cook County, Illinois**

**BOARD OF TRUSTEES OF SOUTH  
SUBURBAN COMMUNITY COLLEGE  
DISTRICT 510  
Cook County, Illinois**

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.A.1

Board Meeting Date: May 10, 2018

### BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

### FUNDING

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

### PROPOSAL SUMMARY

Request that the Board of Trustees accept the retirement of Sandra Bein, full-time instructor in the Communication and Humanities department, effective December 31, 2018, and grant permission to advertise to fill the vacated position, as needed.

### ESTIMATED COST OR BENEFIT

Not applicable.

### JUSTIFICATION OF ACTION

Please see the attached letter from Ms. Bein. Replacement of this position will assist in continuing to provide credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

### MOTION

Request that the Board of Trustees accept the retirement of Sandra Bein, full-time instructor in the Communication and Humanities department, effective December 31, 2018, and grant permission to advertise to fill the vacated position, as needed.

### 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 No additional funds? (Explain)

<i>Natalie Page</i> _____ Originator	4/25/18 _____ Date
<i>BRH</i> _____ Director of Human Resources	5/7/18 _____ Date
<i>Stokes</i> _____ Appropriate Vice President	4/25/18 _____ Date
<i>Don Manney</i> _____ President	5/7/18 _____ Date





**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: **FY18-VII.A.3**

Board Meeting Date: **May 10, 2018**

**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 accept the resignation of Loral Monson, grant-funded Highway Construction Careers Training Program Assistant in the Business & Career Institute, effective June 15, 2018, and grant permission to advertise to fill the vacated grant-funded position, as needed.

**ESTIMATED COST OR BENEFIT**

N/A

**JUSTIFICATION OF ACTION**

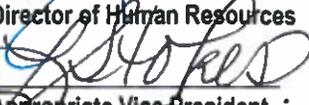
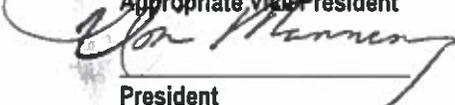
See the attached resignation letter from Loral Monson. Replacement of this position is imperative in continuing to provide assistance to the Highway Construction Careers Training Program. (Strategic Direction #4, Partnership Development; Goals 4.1, 4.6)

**MOTION**

Move that the Board of Trustees accept the resignation of Loral Monson, grant-funded Highway Construction Careers Training Program Assistant in the Business & Career Institute, effective June 15, 2018, and grant permission to advertise to fill the vacated grant-funded position, as needed.

**Approvals:**

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

	<u>4/20/18</u>
Originator	Date
	<u>5/7/18</u>
Director of Human Resources	Date
	<u>4/26/18</u>
Appropriate Vice President	Date
	<u>5/7/18</u>
President	Date



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: **FY18-VII.A.4**

Board Meeting Date: **May 10, 2018**

**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 termination of Solara Nicholson, full-time Campus Police Security Guard in the Campus Police department, effective May 11, 2018.

**ESTIMATED COST OR BENEFIT**

N/A

**JUSTIFICATION OF ACTION**

This action supports the SSC Core Values.

**MOTION**

Move that the Board of Trustees approve the termination of Solara Nicholson, full-time Campus Police Security Guard in the Campus Police department, effective May 11, 2018.

**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**

S. Chivers      5/07/18  
 Originator      Date

Van Puyvelde      5/7/18  
 Director of Human Resources      Date

Marie Gervais      5/7/18  
 Appropriate Vice President      Date

Don Manning      5/8/18  
 President      Date



# SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.1

Board Meeting Date: May 10, 2018

## 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 appoint Michael Gebert as a full-time Campus Police Officer (night shift) in the Campus Police Department, effective May 14, 2018.

## ESTIMATED COST OR BENEFIT

This is a regular full-time position; 35 hours per week, 52 weeks per year, with an annual salary of \$40,603, classified Grade XI on the support staff salary schedule.

## JUSTIFICATION OF ACTION

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

## MOTION

Move that the Board of Trustees appoint Michael Gebert as a full-time Campus Police Officer (night shift) in the Campus Police Department, effective May 14, 2018.

### 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

<u>J. Chiaro</u> Originator	4/23/18 Date
<u>[Signature]</u> Director of Human Resources	4/24/18 Date
<u>[Signature]</u> Appropriate Vice President	4/26/18 Date
<u>[Signature]</u> President	5/7/18 Date



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: **FY18-VII.B.2**

Board Meeting Date: **May 10, 2018**

**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 appoint Joel Marcano as a full-time Campus Police Officer (day shift) in the Campus Police Department, effective May 14, 2018.

**ESTIMATED COST OR BENEFIT**

This is a regular full-time position; 35 hours per week, 52 weeks per year, with an annual salary of \$40,603, classified Grade XI on the support staff salary schedule.

**JUSTIFICATION OF ACTION**

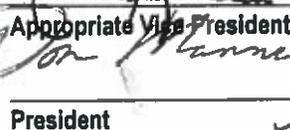
This action is to fill the vacancy created by the resignation of Cortez Maxwell. This action supports SSC Strategic Direction #2, SSC 2.21, to provide an attractive, safe, healthy and welcoming learning environment for all students.

**MOTION**

Move that the Board of Trustees appoint Joel Marcano as a full-time Campus Police Officer (day shift) in the Campus Police Department, effective May 14, 2018.

**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**

 Originator	<u>4/23/18</u> Date
 Director of Human Resources	<u>4/24/18</u> Date
 Appropriate Vice President	<u>4/26/18</u> Date
 President	<u>5/7/18</u> Date





# SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.4

Board Meeting Date: May 10, 2018  
For Board Action in May, 2018

### BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

### FUNDING

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

### PROPOSAL SUMMARY

The proposal is to appoint Rebecca Arnold as Academic Assistance Center Student Specialist (Daytime) effective Monday, May 14, 2018. Pending a successful completion of a criminal background check.

### ESTIMATED COST OR BENEFIT

This position is 35 hours per week, 45 weeks per year and classified Grade VIII on the Support Staff Salary Schedule.

### JUSTIFICATION OF ACTION

The request is to fill the vacated position of Academic Assistance Center Student Specialist.

### MOTION

Move that the Board of Trustees approve the hiring of Rebecca Arnold as Academic Assistance Center Student Specialist, effective Monday, May 14, 2018. Pending a successful completion of a criminal background check.

Approvals:

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

*Patricia Burton* 5/7/18  
 Originator Date

*Angie Adeli* 5/7/18  
 Appropriate Dean/Vice President Date

*Kim Papathis* 5/7/18  
 Director of Human Resources Date

*Don Manning* 5/7/18  
 President Date



# SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.5

Board Meeting Date: **May 10, 2018**  
For Board Action in **May, 2018**

### BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

### FUNDING

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

### PROPOSAL SUMMARY

The proposal is to appoint Roger DeSouza as Academic Assistance Center Student Specialist (Evening) effective Monday, May 14, 2018 Pending a successful completion of a criminal background check.

### ESTIMATED COST OR BENEFIT

This position is 35 hours per week, 45 weeks per year and classified Grade VIII on the Support Staff Salary Schedule.

### JUSTIFICATION OF ACTION

The request is to fill the vacated position of Academic Assistance Center Student Specialist (Evening).

### MOTION

Move that the Board of Trustees approve the hiring of Roger DeSouza as Academic Assistance Center Student Specialist (Evening) effective Monday, May 14, 2018. Pending a successful completion of a criminal background check.

Approvals:

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

*Batrice Burton* 5/7/18  
 Originator Date

*Shirley J. Kelly* 5/7/18  
 Appropriate Dean/Vice President Date

*Kim Reynolds* 5/7/18  
 Director of Human Resources Date

*Von Manning* 5/7/18  
 President Date



### SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.C.1

Board Meeting Date: May 10, 2018

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

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

#### PROPOSAL SUMMARY

To grant tenure to the faculty being recommended for tenure appointments at the completion of the fall 2018 semester.

#### ESTIMATED COST OR BENEFIT

Based upon continuing placement on the faculty salary schedule.

#### JUSTIFICATION OF ACTION

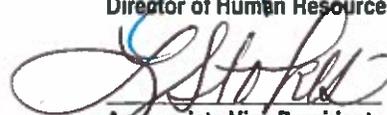
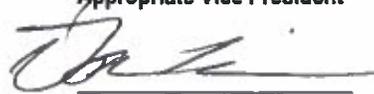
Each year, the Board of Trustees considers recommendations for faculty eligible for tenure. The following faculty members have been evaluated in accordance with the procedures outlined in the Faculty Association Agreement and are recommended for tenure: **La'Taria Overstreet and Nancy Mulvihill**. This action supports **Strategic Direction 2, SSC 2.1** and will assist in the effort to provide credit courses and associate degree programs for an academically prepared student body.

#### MOTION

Move that the Board of Trustees grant tenure to the following faculty members at the completion of the fall 2018 semester: **La'Taria Overstreet and Nancy Mulvihill**.

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

**Approvals:**

 _____ Director of Human Resources	<u>5/1/18</u> Date
 _____ Appropriate Vice President	<u>4/30/18</u> Date
 _____ President	<u>5/1/18</u> Date



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: FY18-VII.D.1

Board Meeting Date: May 10, 2018

**BOARD COMMITTEE:**

- Policy
- Finance
- Architectural
- Other

**FUNDING:**

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

**PROPOSAL SUMMARY**

Move to reappoint non-tenured faculty for the 2018-2019 academic year.

**ESTIMATED COST OR BENEFIT**

Based upon continuing placement on the faculty salary schedule.

**JUSTIFICATION OF ACTION**

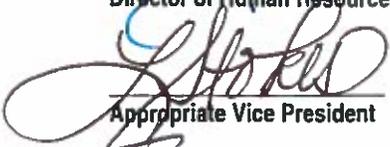
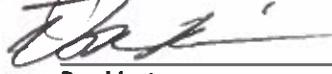
The following instructor has been evaluated in accordance with the procedures outlined in the Faculty Association Agreement and is recommended for reappointment: **Sheral Brooks**.

**MOTION**

Move that the Board of Trustees reappoint the following instructor for the 2018-2019 academic year: **Sheral Brooks**.

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

**Approvals:**

	<u>5/1/18</u>
Director of Human Resources	Date
	<u>4/30/18</u>
Appropriate Vice President	Date
	<u>5/1/18</u>
President	Date



**SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST**

ITEM: FY18-VII.D.2

Board Meeting Date: May 10, 2018

**BOARD COMMITTEE**

**FUNDING**

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

**PROPOSAL SUMMARY**

Move to reappoint non-tenured faculty for the 2018-2019 academic year.

**ESTIMATED COST OR BENEFIT**

Based upon continuing placement on the faculty salary schedule.

**JUSTIFICATION OF ACTION**

This action supports the SSC Core Values. The following instructor has been evaluated in accordance with the procedures outlined in the Faculty Association Agreement and is recommended for reappointment: **Maureen Moran**.

**MOTION**

Move that the Board of Trustees reappoint the following instructor for the 2018-2019 academic year: **Maureen Moran**.

**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

*Patricia Burton* 5/8/18  
 Originator Date

*Tom Pettit* 5/8/18  
 Director of Human Resources Date

*Samuel Adely* 5/8/18  
 Appropriate Vice President Date

*Don Manning* 5/8/18  
 President Date