

SOUTH SUBURBAN COLLEGE



May 11, 2023

Regular Meeting of the
Board of Trustees



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
POLICY COMMITTEE MEETING AGENDA
ROGERS, CHAIR; TRUSTEES PAYNE, AND WILLIAMS
THURSDAY, MAY 11, 2023
6:40 PM

- I. Recommendation to accept the second reading of and adopt Board Policy 301.05; Securities Exchange Act Disclosure Policy



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
FINANCE COMMITTEE MEETING AGENDA
DEFILIPPO, CHAIR; TRUSTEES DALY AND ROGERS
THURSDAY, MAY 11, 2023
6:50 PM

- I. Recommendation to accept the bids of School Health in the amount of \$710.10, Lansing Sports in the amount of \$66,850.43, and BSN Sports in the amount of \$27,551.95 for the purchase of athletic uniforms and supplies



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
REGULAR BOARD MEETING AGENDA
THURSDAY, MAY 11, 2023
7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. PRESENTATIONS/REPORTS

- A. Student Art Purchase Awards (P. Planera)

V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- A. Special Board of Trustees Meeting held May 1, 2023

VI. NEW BUSINESS

- A. Monthly Financial Report (T. Hill)
B. Approval of the payment of bills for April, 2023 (T. Hill)
C. Approval to accept the second reading of and adopt Board Policy 301.05; Securities Exchange Act Disclosure Policy (J. Rogers)
D. Approval to accept the School Health in the amount of \$710.10, Lansing Sports in the amount of \$66,850.43, and BSN Sports in the amount of \$27,551.95 for the purchase of athletic uniforms and supplies (A. DeFilippo)
E. Approval of the new Cyber Security Certificate Program for implementation in the Fall, 2023 semester (T. Williams)
F. Approval of the new Cyber Security AAS Program for implementation in the Fall, 2023 semester (T. Williams)

VII. PERSONNEL RECOMMENDATIONS

- A. Memorandum Understanding between Community College District No. 510 and the South Suburban College Faculty Association concerning Career Training Instructors
B. Retirements/Resignations/Terminations
C. Appointments
D. Approval of Fiscal Year 2024 Compensation Packages for Administrators
E. Approval of Fiscal Year 2024 Compensation Packages for Technical Professional Exempt (TPE) Employees
F. Approval of Fiscal Year 2024 Compensation Packages for Grant-funded Employees

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

SPECIAL ORGANIZATIONAL BOARD MEETING MINUTES

MONDAY, MAY 1, 2023

I. CALL TO ORDER & ROLL CALL:

At 8:13 p.m., Chairman Terry Wells called the Special Organizational 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 Chairperson Vivian Payne, Secretary Janet Rogers and Trustees Anthony DeFilippo, Joseph Whittington, and Student Trustee Jamesina Collier.

Absent: Trustees Vincent Lockett and Prince Reed.

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Deborah Baness-King, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board of Trustees and College Attorney Stanley Kuser.

II. PLEDGE OF ALLEGIANCE

Chairman Terry Wells led the Pledge of Allegiance.

III. PUBLIC PARTICIPATION:

There was none.

IV. PREVIOUS MEETING MINUTES

A. Policy Committee Meeting held April 20 2023

Trustee Rogers moved and Trustee Payne seconded to approve the minutes of the Policy Committee meeting held February 9, 2023. On roll call, Trustees Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Chairman Terry Wells, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

B. Finance Committee Meeting held April 20, 2023

Trustee Whittington moved and Trustee Rogers seconded to approve the minutes of the Finance Committee meeting held April 20, 2023. On roll call, Trustees Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Chairman Terry Wells, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

C. Regular Board of Trustees Meeting held April 20, 2023

Trustee Payne moved and Trustee Whittington seconded to approve the minutes of the Regular Board of Trustees meeting held April 20, 2023. On roll call, Trustees Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Chairman Terry Wells, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

V. NEW BUSINESS

A. Approval of the election results as certified by the Cook County Board of Elections for the April 20, 2023 South Suburban College District 510 Trustees' Elections

Trustee Whittington moved and Trustee Rogers seconded to approve the election results as certified by the Cook County Board of Elections for the April 20, 2023 South Suburban College District 510 Trustees' Elections. On roll call, Trustees Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Chairman Terry Wells, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

VI. MISCELLANEOUS

There was none.

VII. ADJOURNMENT SINE DIE

At 8:17 p.m. Chairman Terry Wells adjourned the Special Board Meeting Sine Die.

Chairman of the Board

Secretary of the Board

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, SUITE 2248

RECONVENED SPECIAL ORGANIZATIONAL BOARD MEETING MINUTES

MONDAY, MAY 1, 2023

I. CALL TO ORDER & ROLL CALL:

At 8:27 p.m., Dr. Lynette D. Stokes called the Special Organizational 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: Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams and Student Trustee Jamesina Collier.

Absent: None.

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Deborah Baness-King, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board of Trustees and College Attorney Stanley Kuser.

II. OATH OF OFFICE

Judge Bernadette Barrett Administered the Oath of Office to newly elected Trustees Kevin L. Daly, Sherelene A. Harris, and Anthony Williams, and to re-elected Trustee Terry Wells.

III. ROLL CALL

On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier were noted as present.

IV. NEW BUSINESS

A. Appointment of Chairman Pro Tempore

Pursuant to State Statute (110 ILCS 805/3-8) (from Ch. 122, par. 103-8), Dr. Lynette D. Stokes served as Chairman Pro Tempore to preside over the nomination and election of Chairperson of the Board of Trustees.

B. Board of Trustees Reorganization

1. Trustee Anthony DeFilippo moved and Trustee Payne seconded to nominate Terry Wells to serve as Chairman of the Board of Trustees. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

2. Trustee DeFilippo moved and Trustee Rogers seconded to nominate Vivian Payne to serve as Vice Chairperson of the Board of Trustees. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

3. Trustee Anthony Williams moved and Trustee Vivian Payne seconded to nominate Janet Rogers to serve as Secretary of the Board of Trustees. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

C. Acceptance of the Board of Trustees Regular Meeting Schedule for the remainder of 2023, as amended

Trustee DeFilippo moved and Trustee Payne seconded to accept the Board of Trustees Regular Meeting Schedule for the remainder of 2023, as amended to reflect December 14, 2023. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

D. Board of Trustees Appointments

1. Chairman Terry Wells appointed Trustee Janet Rogers to serve as Illinois Community College Trustees Association (ICCTA) Representative.
2. Chairman Terry Wells appointed Terry Wells to serve as Illinois Community College Trustees Association (ICCTA) Alternate Representative.
3. Chairman Terry Wells appointed Patrick Rush to serve as Secretary to the Board of Trustees.
4. Chairman Terry Wells appointed Tyhani Hill to serve as Treasurer for the Board of Trustees.
5. Chairman Terry Wells appointed Christin Miller to serve as Clerk to the Board of Trustees.

E. Appointment of Board Committees

1. Chairman Terry Wells appointed Trustee Vivian Payne to Chair the Architectural Committee with Trustees Sherelene A. Harris and Anthony Williams.
2. Chairman Terry Wells appointed Trustee Sherelene A. Harris to Chair the Audit Committee with Trustees Anthony DeFilippo and Vivian Payne.
3. Chairman Terry Wells appointed Trustee Anthony DeFilippo to Chair the Finance Committee with Trustees Kevin L. Daly and Janet Rogers.
4. Chairman Terry Wells appointed Trustee Kevin L. Daly to Chair the Legislative Committee with Trustees Anthony DeFilippo and Janet Rogers.
5. Chairman Terry Wells appointed Trustee Janet Rogers to Chair the Policy Committee with Trustees Vivian Payne and Anthony Williams.

F. Conveyance of Board Policies and Procedures

Chairman Terry Wells provided the Board of Trustees with the Board Policies and Procedural Manual.

VI. MISCELLANEOUS

Trustee Janet Rogers advised the Board of Trustees to complete Open Meetings Act Training, as necessary.

VII. ADJOURNMENT

At 8:42 p.m. Chairman Terry Wells adjourned the Special Board Meeting on a motion made by Trustee Rogers and seconded by Trustee DeFilippo. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers, Terry Wells, Anthony Williams, and Student Trustee Jamesina Collier vote aye. Nays: None. Motion carried.

Chairman of the Board

Secretary of the Board

New Business



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23.VI-A

Board Meeting Date: May 11, 2023

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, 2023. This action aligns with Strategic Direction 3.1; Foster fiscal stability and sustainability.

MOTION

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

Approvals:

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

[Signature]

Controller/Treasurer

5/5/2023
Date

[Signature]

Appropriate Vice President

5/3/2023
Date

[Signature]

President

5/3/2023
Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tyhani Hill
 Date: April 28, 2023
 Subject: Financial Report For The Period Ending March 31, 2023

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>
\$1,727,191.13	\$24,410,586.58
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$1,904,558.44	\$22,152,457.02

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>
\$3,923,570.84	\$35,047,765.19
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,848,377.34	\$34,443,819.90
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$75,193.50	\$603,945.29

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>
\$22,075,088.48	2.91%	2

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$1,998,158.25	\$201,851.58	\$2,200,009.83
August	\$2,715,852.48	\$206,518.11	\$2,922,370.59
September	\$1,989,812.41	\$197,814.54	\$2,187,626.95
October	\$1,851,437.71	\$189,447.00	\$2,040,884.71
November	\$1,194,655.50	\$60,909.91	\$1,255,565.41
December	\$4,998,099.93	\$217,502.25	\$5,215,602.18
January	\$4,939,024.86	\$194,292.86	\$5,133,317.72
February	\$1,467,058.97	\$260,959.09	\$1,728,018.06
March	\$1,594,752.63	\$132,438.50	\$1,727,191.13
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$22,748,852.74	\$1,661,733.84	\$24,410,586.58

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$1,956,140.80	\$178,794.77	\$2,134,935.57
August	\$2,521,642.13	\$364,649.95	\$2,886,292.08
September	\$1,806,843.05	\$367,827.88	\$2,174,670.93
October	\$1,633,560.63	\$379,488.93	\$2,013,049.56
November	\$1,919,032.60	\$313,683.80	\$2,232,716.40
December	\$3,445,687.66	\$397,459.77	\$3,843,147.43
January	\$2,762,354.96	\$286,117.12	\$3,048,472.08
February	\$1,604,465.13	\$310,149.40	\$1,914,614.53
March	\$1,570,985.68	\$333,572.76	\$1,904,558.44
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$19,220,712.64	\$2,931,744.38	\$22,152,457.02

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$2,710,852.78	\$2,622,735.63	\$88,117.15
August	\$4,291,085.88	\$4,276,239.24	\$14,846.64
September	\$3,127,845.61	\$3,096,876.85	\$30,968.76
October	\$3,243,668.79	\$3,418,662.73	(\$174,993.94)
November	\$2,655,565.41	\$2,904,603.68	(\$249,038.27)
December	\$7,000,396.74	\$6,692,613.66	\$307,783.08
January	\$5,392,470.58	\$4,887,658.01	\$504,812.57
February	\$2,702,308.56	\$2,696,052.76	\$6,255.80
March	\$3,923,570.84	\$3,848,377.34	\$75,193.50
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$35,047,765.19	\$34,443,819.90	\$603,945.29

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$11,282,727.56	0.90%	(8)
August	\$11,517,784.00	1.53%	63
September	\$9,217,656.85	0.95%	(58)
October	\$9,325,202.73	0.74%	(21)
November	\$7,124,559.77	0.98%	24
December	\$8,965,058.57	2.88%	190
January	\$11,249,971.24	2.84%	(4)
February	\$9,485,255.50	2.89%	5
March	\$22,075,088.48	2.91%	2
April			
May			
June			

SOUTH SUBURBAN COLLEGE

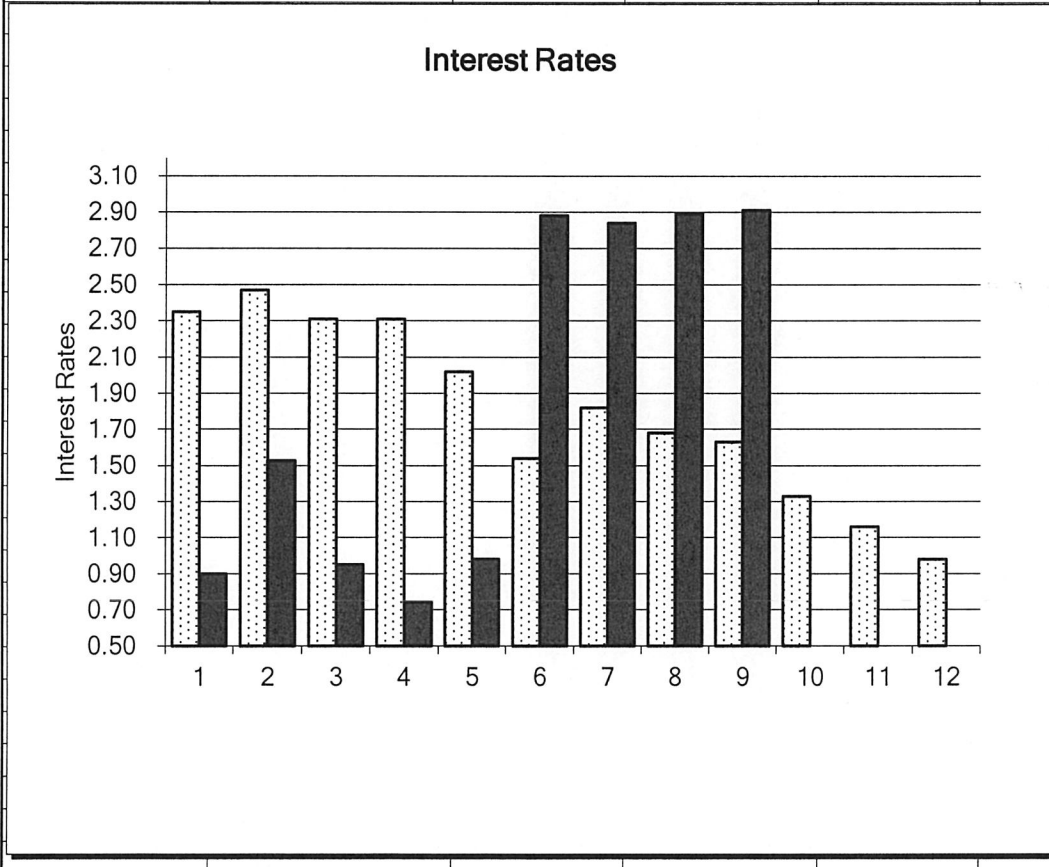
Description	Date	Fund 1 Educational	Fund 2 Opr. & Maint.	Fund 3 O&M Rst(300)	Fund 3 PH&S(379)
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		275,111.00	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,245,928.67	0.00	0.00	0.00
IIIT Money Market/UMB		28,866.58	0.00	0.00	0.00
53 Financial Money Market		6,928,192.24	0.00	0.00	0.00
Totals	3/1/2023	9,478,098.49	0.00	0.00	0.00
Transactions:					
Illinois Fund MM deposit from Comptroller	03/01/2023	606,385.00			
Illinois Fund MM deposit from Comptroller	03/06/2023	143,058.83			
Illinois Fund MM deposit from Comptroller	03/08/2023	192,552.34			
Illinois Fund MM deposit from Comptroller	03/08/2023	(1,000,000.00)			
Illinois Fund MM deposit from Comptroller	03/10/2023	258,605.19			
Illinois Fund MM deposit from Comptroller	03/27/2023	9,631.60			
Illinois Fund MM deposit from Comptroller	03/29/2023	187,023.50			
Interest on Illinois Funds MM	03/31/2023	2,306.91			
5/3 transfer from Investments to Cash	03/31/2023	(1,100,000.00)			
5/3 transfer from Cash to Investment	03/31/2023	13,250,337.50			
Interest on 53 MM	03/31/2023	43,388.01			
PFM transfer from Investment	03/31/2023	25,410.68			
IIIT Money Market/UMB	03/31/2023	(28,866.58)			
Ending Balance:		22,067,931.47	0.00	0.00	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		674,674.37	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,271,339.35	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		19,121,917.75	0.00	0.00	0.00
Totals	3/31/2023	22,067,931.47	0.00	0.00	0.00

SOUTH SUBURBAN COLLEGE

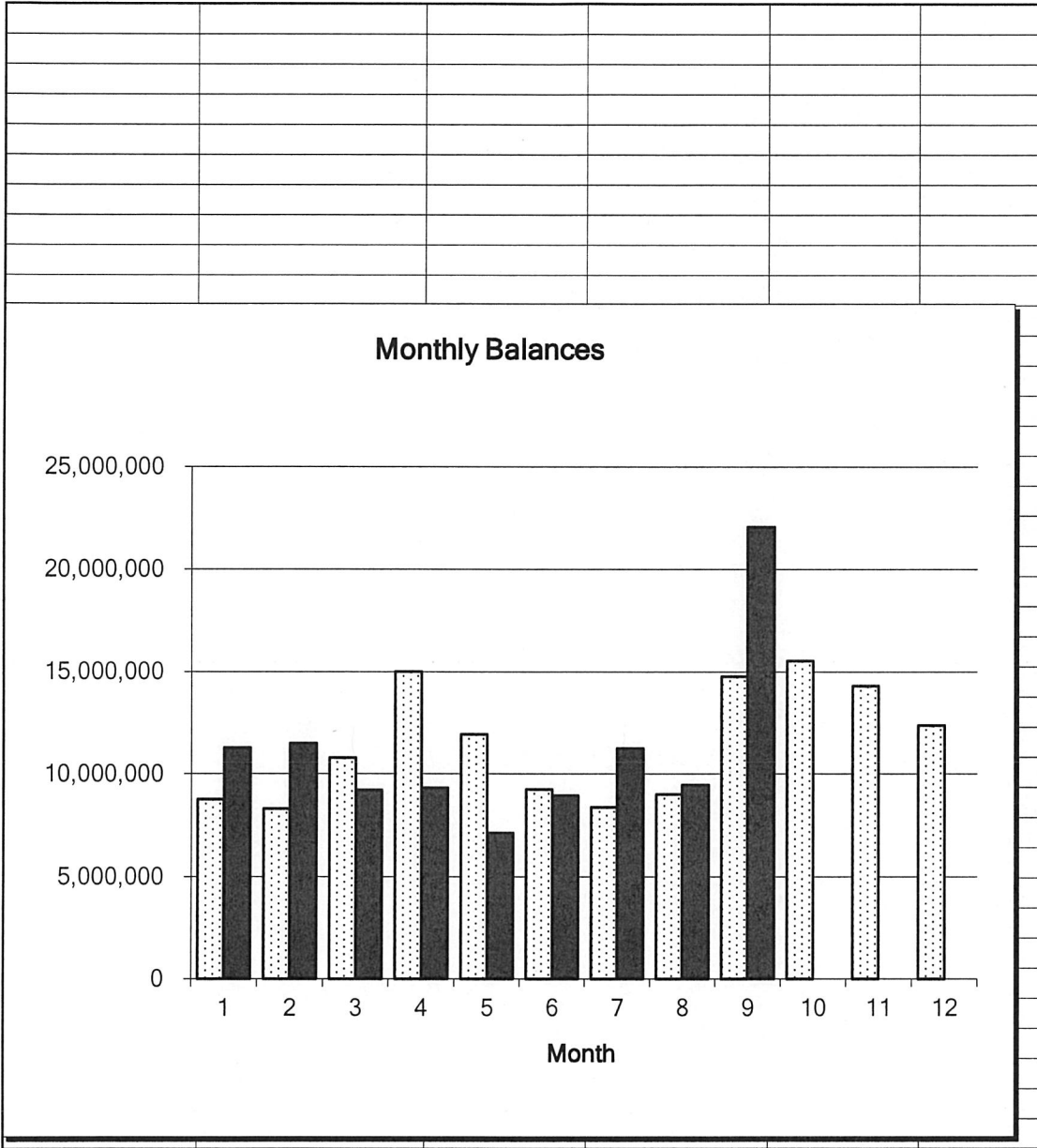
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	0.00	0.00	0.00	0%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	2,946,013.72	0.00	2,946,013.72	13%
60	Repurchase Agreements	0.00	0.00	0.00	0.00
90	Other	19,129,074.76	0.00	19,129,074.76	87%
	Total	22,075,088.48	0.00	22,075,088.48	100%

South Suburban College

Investment Summary				
	F Y 2021 - 2022		F Y 2022 - 2023	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	8,766,136	2.35	11,282,728	0.90
August	8,308,926	2.47	11,517,784	1.53
September	10,793,195	2.31	9,217,657	0.95
October	15,000,699	2.31	9,325,203	0.74
November	11,950,642	2.02	7,124,560	0.98
December	9,252,590	1.54	8,965,059	2.88
January	8,382,934	1.82	11,242,814	2.84
February	9,015,324	1.68	9,485,256	2.89
March	14,764,583	1.63	22,075,088	2.91
April	15,529,366	1.33		
May	14,311,517	1.16		
June	12,390,395	0.98		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VI.B

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

FUNDING

<input type="checkbox"/> Policy	<input checked="" type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Grant Funded
<input type="checkbox"/> Finance	<input checked="" type="checkbox"/>	College Capital	<input checked="" type="checkbox"/>	Student Life
<input type="checkbox"/> Architectural	<input checked="" type="checkbox"/>	Protection, Health and	<input checked="" type="checkbox"/>	Special Levies
<input type="checkbox"/> Other		Safety		

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.

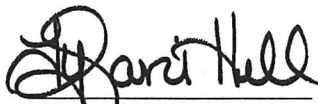
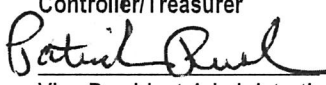
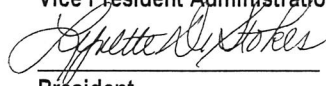
MOTION

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

Education Fund	\$1,744,147.88
Operations & Maintenance Fund	\$326,662.21
Auxiliary Enterprise Fund	\$23,635.44
Restricted Funds	\$563,379.52
Special Levies Fund	\$35,193.41
Audit Fund	\$3,150.00
Flex Plan Fund	\$3,485.00
Total	\$2,699,653.46

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

	05/3/23
Controller/Treasurer	Date
	5/3/23
Vice President Administration	Date
	5/3/2023
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VI.C

Board Meeting Date: May 11, 2023

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 second reading of and adopt Board Policy 301.05; Securities Exchange Act Disclosure Policy.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

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

MOTION

Move that the Board of Trustees accept the second reading of and adopt Board Policy 301.05; Securities Exchange Act Disclosure Policy.

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 Buel
Appropriate Vice President 05/03/2023
Date

Spencer Stokes
President 05/03/2023
Date

POLICY 301.05
SECURITIES EXCHANGE ACT DISCLOSURE POLICY

The President will direct the staff of the Business and Accounting Office, through the Treasurer, to undertake all necessary actions and implement appropriate procedures to comply with the continuing disclosure undertakings under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended.

The President shall further direct the staff of the Business and Accounting Office, through the Treasurer, to complete all Annual Financial Information filings with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system. The Treasurer shall implement procedures to enable the District to create accurate disclosures with respect to its (i) Official Statements, (ii) Annual Financial Information, and (iii) EMMA Notices.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VI.D

Board Meeting Date: May 11, 2023

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 bids of School Health in the amount of \$710.10, Lansing Sports in the amount of \$66,850.43, and BSN Sports in the amount of \$27,551.95 for the purchase of athletic uniforms and supplies.

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.

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Move that the Board of Trustees accept the bids of School Health in the amount of \$710.10, Lansing Sports in the amount of \$66,850.43, and BSN Sports in the amount of \$27,551.95 for the purchase of athletic uniforms and supplies.

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

Patricia Buel
Appropriate Vice President 05/03/2023
Date

Spencer Stokes
President 05/03/2023
Date



SOUTH SUBURBAN COLLEGE

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

Board of Trustees

Terry R. Wells,
Chairman

Vivian Payne,
Vice-Chair

Janet M. Rogers,
Secretary

Kevin L. Daly

Anthony P. DeFilippo

Dr. Sherelene A. Harris

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

MEMO

To: Dr. Lynette Stokes, President
From: Patrick Rush, Vice President of Administration
Date: 5/2/23

Subject: Athletic Uniforms and Supplies

On March 22, 2023, our Purchasing Office broadcast via DemandStar to fifty-two (52) vendors, five (5) of which have identified themselves as Small Business or Minority Owned for the procurement of Athletic Uniforms and Supplies. Our legal requirement to advertise was satisfied through notices placed in *The Daily Southtown* and on DemandStar. We had four (4) responses, one (1) of which was rejected due to their inability to provide product and poor communication for last year's bid items. A public opening was held on April 17, 2023 at 10:00 AM with the results being read aloud. A breakdown of the bids is attached.

The College has done business with the successful vendors and found all experiences to be satisfactory or have received satisfactory references. We, therefore, recommend acceptance of the bids in the amount of \$95,112.48 for the purchase of athletic uniforms and supplies as follows: \$710.10 to School Health, Rolling Meadows, IL; \$66,850.43 to Lansing Sports, Lansing, IL; and \$27,551.95 to BSN Sports, Dallas, TX.

Athletic Uniform and Supply Bid
 Bid Opening April 17, 2022

		BASEBALL							
	QTY	ITEM	SCHOOL HEALTH	RIDDELL	LANSING SPORT	BSN			
1	40 Dz	Baseballs			\$ 3,980.00	L			
2	1	Aluminum Bat			\$ 304.50	L			
3	36	Baseball Hats			\$ 712.80	L	\$1,152.00		
4	36	Baseball hats		\$ 1,036.80	\$ 712.80	L	\$1,152.00		
5	36	Knit Hats			\$ 521.64	L			
6	2	Catchers Equipment			\$ 599.90	L			
7	1	Catchers masks			\$ 119.95	L			
8	1	Bat Bag			\$ 129.95	L			
9	36	Belts			\$ 269.64	L			
10	1	Equipment Bag			\$ 109.75	L			
11	16	Travel Bags			\$ 775.84	L			
12	8	Coaches Golf Shirts			\$ 307.92		\$ 288.00	L	
13	36	Fleeces			\$ 1,724.04	L	\$ 1,764.00		
14	12	Alleson Pants			\$ 874.68	L			
15	32	Alleson Pants			\$ 2,332.48	L			
16	8	Coaches Jackets			\$ 491.92		\$ 424.00	L	
17	8	Coaches Sweats			\$ 719.12		\$ 320.00	L	
18	36	Batting Practice tops			\$ 1,889.64	L			
19	18	Tag custom pinstripe pants			\$ 1,438.02	L			
20	36	Tag TSLA Gray Pants			\$ 2,480.04	L			
21	36	Tag TSLA White Pants			\$ 2,480.04	L			
22	36	Gym Shorts			\$ 986.04	L	\$ 1,260.00		
23	36	Gym Shorts-			\$ 986.04	L	\$ 1,260.00		
24	144	Gym shorts/Drifit Long/Short sleeve			\$ 3,221.28	L	\$ 3,744.00		
25	20 r	Batting gloves			\$ 549.80	L			
26	18	Book bags			\$ 1,106.82	L			
27	36 pr	Solid Sock		\$ 316.80	\$ 161.64	L			
28	18	Batting Helmets			\$ 878.22	L	\$ 881.64		
29	1	Wooden Nail Drag							
30	1	Base Screen		\$ 484.40	\$ 274.49	L	\$ 269.98		
31	1	Set Stickers			\$ 99.49	L			
			\$ -	0 \$ -	0 \$ 29,719.53	27	\$ 1,032.00	3	
		SOFTBALL							

Athletic Uniform and Supply Bid
Bid Opening April 17, 2022

	QTY	ITEM	SCHOOL HEALTH	RIDDELL	LANSING SPORT	BSN			
32	10dz	Softballs			\$ 1,097.50	\$ 939.80	L		
33	24	Uniforms		\$ 583.20	RP \$ 837.36	L			
34	24	Uniform Pant			\$ 875.76	L	\$ 984.00		
35	24	Shorts			\$ 622.80	L			
36	24	Fleece Shirt			\$ 1,019.76	L	\$ 1,200.00		
37	24	Long Sleeve Tee		\$ 464.40	\$ 306.00	L	\$ 480.00		
38	48	Short Sleeve Tee		\$ 640.80	\$ 451.20	L	\$ 720.00		
39	10	Hats			\$ 247.50	\$ 240.00	L		
40	24	Visors			\$ 354.00	L	\$ 480.00		
41	3	Balls							
42	2	Bat			\$ 750.00	L			
43	1	Bat			\$ 395.00	L			
44	1	Bat			\$ 395.00	L			
45	1	Tanner Tees			\$ 85.00	\$ 78.92	L		
46	48	Warm up Pant/Jacket			\$ 2,034.00	\$ 1,848.00	L		
47	10	Jackets		\$ 819.00	\$ 629.90	L	\$ 650.00		
48	24	Ear Warmers		\$ 463.20	\$ 343.76	L	\$ 360.00		
49	24	Hooded sweatshirt		\$ 682.80	\$ 645.36	\$ 576.00	L		
50	72pr	Socks			\$ 323.28	L			
51	24	Uniform Shirt			\$ 2,538.00	L			
52	9	Coaches Polo			\$ 409.50	L			
53	3	Coaches Shoes			\$ 255.00	L			
54	24	Stirrups			\$ 252.00	L			
55	20	Hand Warmers			\$ 599.00	L			
56	5	J Bands							
57	24	Winter Hat		\$ 447.60	\$ 347.76	L	\$ 432.00		
58	1	Scoresheet							
			\$ -	0 \$ -	0 \$ 11,705.08	19 \$ 3,682.72	5		
		VOLLEYBALL							
	QTY	ITEM	SCHOOL HEALTH	RIDDELL	LANSING SPORT	BSN			
59	1	Ball Cart		\$ 132.63	RP \$ 174.75	L			
60	3	Step & Grid Pads							
61	3	Coaches Jackets			\$ 293.25	L			
62	1	Antenna			\$ 99.75	L			

Athletic Uniform and Supply Bid
Bid Opening April 17, 2022

63	10	Practice Balls					\$ 349.70	L	
64	4	Game Balls					\$ 239.92	L	
65	20	Knee Pads			\$ 399.00			L	
66	25	Spandex			\$ 648.75			L	
67	25	Spandex			\$ 648.75			L	
68	6/packs 6per pack	Socks			\$ 297.00			L	
69	6/packs 6per pack	Socks			\$ 297.00			L	
70	20	Practice Shirts			\$ 230.00		\$ 300.00		
71	25packs 2per pack	Practice Shirts			\$ 925.00		\$ 1,000.00		
72	30	Game Day Warm UP			\$ 675.00		\$ 600.00	L	
73	30	Travel Shorts			\$ 885.00			L	
74	30	Travel Pants			\$ 1,192.50			L	
75	30	Travel Hoody			\$ 1,252.50			L	
			\$ -	0 \$ -	0 \$ 7,343.25	13	\$ 1,189.62	3	
		WOMEN'S SOCCER							
	QTY	ITEM	SCHOOL HEALTH	RIDDELL	LANSING SPORT		BSN		
76	26	Knit Hats (Beanie)			\$ 384.54		\$ 390.00		
77	26	Russell Sweatshirts Hooded		\$ 748.80	\$ 636.74		\$ 624.00	L	
78	26	Russell T Shirts		\$ 347.10	\$ 223.34		\$ 390.00	L	
79	8	Capelli Polo							
80	4	Capelli Warm Up Tops							
81	4	Capelli Warm Up Pants							
82	30	Capelli Practice Pinnie							
83	26	Capelli Uniforms Kits							
84	2	Capelli Warm-Up Kits							
85	2	Cappelli Back Packs							
86	52pr	Cappelli Soccer Socks							
87	26	Compression Mock			\$ 1,078.74			L	
88	2	Soccer Nets Match					\$ 567.82	L	
			\$ -	0 \$ -	0 \$ 1,686.62	3	\$ 1,191.82	2	
		MEN'S SOCCER							
	QTY	ITEM	SCHOOL HEALTH	RIDDELL	LANSING SPORT		BSN		
89	26	Knit Hats			\$ 384.54		\$ 390.00		

Athletic Uniform and Supply Bid
 Bid Opening April 17, 2022

	Qty	Item	SCHOOL HEALTH	RIDDELL	LANSING SPORT	BSN					
150	10dz	Towels	\$ 182.10	L		\$ 349.80					
151	150	Water Bottles	\$ 528.00	L		\$ 537.00					
152	2	Cooler	\$ 108.20			\$ 101.96	L				
			\$ 710.10	2	\$ -	0	\$ -	0	\$ 101.96	1	
			SCHOOL HEALTH	RIDDELL	LANSING SPORT	BSN					
		Totals	\$ 710.10	2	\$ -	0	\$ 66,850.43	86	\$ 27,551.95	40	\$ 95,112.48



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VI.E

Board Meeting Date: May 11, 2023

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 new Cyber Security Certificate program for implementation in the fall 2023 semester.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

Based on the local economic development in the region this program will serve emerging labor market needs. This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (Strategic Direction #2 – Student Success and Completion, Goal SSC 2.1).

MOTION

Move that the Board of Trustees approve the new Cyber Security Certificate program for implementation in the fall 2023 semester.

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

Anna M. Helwig _____ 04/24/2023
 Originator Date

Tasha Williams _____ 05-01-2023
 Appropriate Vice President Date

Spencer Stokes _____ 05-01-2023
 President Date

Illinois Community College Board

Application for Permanent Approval Career & Technical Education Curriculum

COLLEGE NAME:	South Suburban College	5-DIGIT COLLEGE NUMBER:	510.01
CONTACT PERSON:	Anna M. Helwig	PHONE:	708-210-5706
EMAIL:	ahelwig@ssc.edu	FAX:	

CURRICULUM INFORMATION

AAS TITLE:		CREDIT HOURS:		CIP CODE:	
AAS TITLE:		CREDIT HOURS:		CIP CODE:	
CERTIFICATE TITLE:	Security Certificate (MIS.CERT.CSEC)	CREDIT HOURS:	30	CIP CODE:	11.1003
CERTIFICATE TITLE:		CREDIT HOURS:		CIP CODE:	

PROPOSED CLASSIFICATION:	District	<input checked="" type="checkbox"/> X	Regional		Statewide	
PROPOSED IMPLEMENTATION DATE:	August 1, 2023					

SUBMISSION INCLUDES:	
	Part A: Feasibility, Curriculum Quality and Cost Analysis
	Part B: Supportive Documentation and Data

<i>This curriculum was approved by the college Board of Trustees on:</i>	Date:	
State approval is hereby requested:		
<i>Required- Chief Administrative Officer</i>		<i>Date</i>
Signature		

ICCB USE ONLY:			
ICCB APPROVAL DATE:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE APPROVAL DATE for AAS:			

Please note: ICCB Use only Box must remain on front page of Application Form.

CURRICULUM STRUCTURE

2 a) Curriculum Chart. List general education, career and technical education, work-based learning, and elective courses within the proposed program. Asterisk "*" courses with pre-requisites; *Italicize* transferrable courses. **BOLD** new courses.

Program Title:		Security Certificate (MIS.CERT.CSEC)			
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (required coursework). Specify Courses.					
Total					
Career and Technical Education (CTE) Courses (required coursework)	MIS 101 MIS 102 MIS 110* MIS 111* MIS 130* MIS 213 MIS 217* BLW 204 CIS 223* CIS 229*	Intro to Computer Literacy Computer Logic Introduction to Computer Technology Advanced Operating Systems Data Communication Computer/Information Security Visual Basic Scripting Cyber Law Ethical Hacking Cloud Computing	3 3 3 3 3 3 3 3 3 3		
Total			30		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)					
Total					
CTE Electives					
Total					
TOTAL CREDIT HOURS REQUIRED FOR COMPLETION			30		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VI.F

Board Meeting Date: May 11, 2023

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 new Cyber Security AAS program for implementation in the fall 2023 semester.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

Based on the local economic development in the region this program will serve emerging labor market needs. This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (**Strategic Direction #2 – Student Success and Completion, Goal SSC 2.1**).

MOTION

Move that the Board of Trustees approve the new Cyber Security AAS program for implementation in the fall 2023 semester.

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

Anna M. Helwig

04/24/2023

Originator

Date

Tasha L. Williams

Appropriate Vice President

5-1-2023

Date

Spencer Stokes

President

5-1-2023

Date

Illinois Community College Board

Application for Permanent Approval Career & Technical Education Curriculum

COLLEGE NAME:	South Suburban College	5-DIGIT COLLEGE NUMBER:	510.01
CONTACT PERSON:	Anna M. Helwig	PHONE:	708-210-5706
EMAIL:	ahelwig@ssc.edu	FAX:	

CURRICULUM INFORMATION

AAS TITLE:	Cybersecurity AAS (MIS.AAS.CSEC)	CREDIT HOURS:	63	CIP CODE:	11.1003
AAS TITLE:		CREDIT HOURS:		CIP CODE:	
CERTIFICATE TITLE:		CREDIT HOURS:		CIP CODE:	
CERTIFICATE TITLE:		CREDIT HOURS:		CIP CODE:	

PROPOSED CLASSIFICATION:	District	<input checked="" type="checkbox"/> X	Regional		Statewide	
PROPOSED IMPLEMENTATION DATE:	August 1, 2023					

SUBMISSION INCLUDES:	
	Part A: Feasibility, Curriculum Quality and Cost Analysis
	Part B: Supportive Documentation and Data

<i>This curriculum was approved by the college Board of Trustees on:</i>	Date:	
State approval is hereby requested:		
Signature	Required- Chief Administrative Officer	Date

ICCB USE ONLY:			
ICCB APPROVAL DATE:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE APPROVAL DATE for AAS:			

Please note: ICCB Use only Box must remain on front page of Application Form.

CURRICULUM STRUCTURE

2 a) Curriculum Chart. List general education, career and technical education, work-based learning, and elective courses within the proposed program. Asterisk "*" courses with pre-requisites; *Italicize* transferrable courses. **BOLD** new courses.

Program Title:		Cybersecurity AAS (MIS.AAS.CSEC)			
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (<i>required</i> coursework). Specify Courses.	ENG 101*	Composition and Rhetoric	3		
	SPE 108*	Oral Communication	3		
	GRP II	Hum/Fine Arts Elective	3		
	GRP III	Social & Behavioral Sciences Elective	3		
	GRP IV/V	MathOR Physical/Life Elective	3-4		
Total			15-16		
Career and Technical Education (CTE) Courses (<i>required</i> coursework)	MIS 101	Intro to Computer Literacy	3		
	MIS 102	Computer Logic	3		
	MIS 110*	Introduction to Computer Technology	3		
	MIS 111*	Advanced Operating Systems	3		
	MIS 130*	Data Communication	3		
	MIS 211	Linux +	3		
	MIS 213	Computer/Information Security	3		
	MIS 217*	Visual Basic Scripting	3		
	MIS 253*	Cybersecurity Analyst	3		
	BLW 204	Cyber Law	3		
	CIS 180*	Network +	3		
	CIS 213*	Security +	3		
	CIS 223*	Ethical Hacking	3		
CIS 229*	Cloud Computing		42		
Total					
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)	MIS 206*	Field Project	3		
Total					
CTE Electives					
Total					
TOTAL CREDIT HOURS REQUIRED FOR COMPLETION			60		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.A.1

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- ___ Policy
- ___ Finance
- ___ Architectural
- ___ Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Faculty Association concerning career training instructors.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.1; Increase student retention, progression, persistence and completion.

MOTION

Move that the Board of Trustees approve the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Faculty Association concerning non-tenure track career training instructors.

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) NA

Kim Pigatti 5/4/2023

 Director of Human Resources Date

Tasha S. Williams 5/4/2023

 Appropriate Vice President Date

Spencer Stokes 5/4/23

 President Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SOUTH SUBURBAN COLLEGE
AND
SOUTH SUBURBAN COLLEGE FACULTY ASSOCIATION**

This Memorandum of Understanding ("MOU") is entered into on the 11th day of May, 2023 by and between the South Suburban Community College District No. 510, Cook County, Illinois (hereafter the "COLLEGE") and South Suburban College Faculty Association (hereafter "SSCFA").

Whereas, the COLLEGE has been unable to recruit and retain qualified instructors in various vocational career disciplines and departments to teach the required courses;

Whereas, the COLLEGE and the SSCFA agree that the current negotiated requirement of the tenure and teaching load does not reflect the obligations and expectations of the positions and is significantly contributing to the recruitment and retention of qualified instructors.

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES, it is agreed between the COLLEGE and the SSCFA as follows:

1. The Negotiated Agreement between the College and the SSCFA shall be revised as follows:
 - a. Add the position of **Career Training Instructors**. For the 2023-24 academic year, these positions will apply to Barbering, Cosmetology, and Solar instructors. Any additions or deletions would have to be agreed upon by the College and the SSCFA in a separate MOU agreement.
 - b. Section 6.17: The normal load for **Career Training Instructors** shall be 35 hours per week. This 35-hour schedule shall include teaching 30 hours of credit courses in specific career disciplines, and 5 on campus office hours.
 - c. For hours worked beyond 35 and for summer instruction, **Career Training Instructors** shall be compensated in accordance with the overload and summer schedule.
 - d. **Career Training Instructors** shall be compensated according to the agreed upon salary schedule included in the Negotiated Agreement, with placement determined based upon professional qualifications and previous instructional experience. Such placement shall be in the sole discretion of the COLLEGE.
 - e. The evaluation process established by Section 9.14 shall not be applied to **Career Training Instructors**. The appropriate methods and metrics for such evaluation and tenure determination process shall be determined through the upcoming bargaining process between the Parties. Until such time as a

comprehensive evaluative process is established for **Career Training Instructors**, all evaluations shall be completed by the Vice President of Academic Affairs, or her designee, and there shall be no expectation that tenure shall be granted to any **Career Training Instructor** during this period.

2. WAIVER - By executing this MOU, the COLLEGE and the SSCFA agree not to grieve any of the terms and conditions stated herein.
3. JURISDICTION - This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of law provision. All disputes arising out of this MOU, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois.
4. NOTICE - Any notice or communication permitted or required under this MOU shall be in writing and shall become effective on the day of mailing thereof by first class mail or certified mail, postage prepaid, addressed:

If to the COLLEGE, to: Dr. Lynette D. Stokes, President
 South Suburban Community College District #510
 15800 South State Street
 South Holland, IL 60473

If to the SSCFA, to: Mr. G.A. Griffith
 South Suburban Community College
 15800 South State Street
 South Holland, IL 60473

5. NO PRECEDENT - This MOU shall establish no precedent between the COLLEGE and the SSCFA for any matter other than those matters addressed herein. All signatories to the MOU understand and agree that the terms stated herein shall apply. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCFA.
6. EFFECTIVE DATE - This MOU shall be effective immediately upon execution and may not be revoked by either party unless mutually agreed in writing by the authorized agents of each party. This MOU shall remain in place until the execution of a new Agreement between the parties.
7. ENTIRE AGREEMENT - This MOU contains the entire agreement between the COLLEGE and the SSCFA with respect to the subject matter hereof and there are no understandings, representations, or warranties of any kind between the COLLEGE and the SSCFA except those expressly set forth herein.

8. AMENDMENTS - This MOU may not be modified except by writing approved by the authorized agents of the COLLEGE and the SSCFA.

SOUTH SUBURBAN COLLEGE

BY: _____

DATE: _____

SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION

BY: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.1

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move to approve the retirement of Albert Benney, Jr. as a full-time Sergeant in the Campus Police Department, effective July 31, 2023, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see attached retirement letter from Albert Benney. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to approve the retirement of Albert Benney, Jr. as a full-time Sergeant in the Campus Police Department, effective July 31, 2023, and grant permission to advertise to fill the vacated 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>Kim Pigatti</u>	5/4/2023
Director of Human Resources	Date
<u>Patricia Buel</u>	5/4/2023
Appropriate Vice President	Date
<u>Spencer Stokes</u>	5/4/23
President	Date



SOUTH SUBURBAN COLLEGE

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

Board of Trustees

Terry R. Wells,
Chairman

Vivian Payne,
Vice-Chair

Anthony P. DeFilippo

Vincent Lockett

Prince Reed

Janet M. Rogers,
Secretary

Joseph Whittington Jr.

Dr. Lynette D. Stokes,
College President

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

April 28, 2023

The Board of Trustees
South Suburban College
15800 S. State Street
South Holland, IL 60473

Community College District 510 Board of Trustees,

Please accept this letter as my intent to retire from South Suburban College Campus Police Department as Sergeant effective July 31, 2023, under the terms and conditions as stated in the Article of Agreement between the Board and the South Suburban College Support Staff Association pertaining to the SSC Retirement Plan Benefits.

I have worked in the Campus Police Department for 15 years and it has been a pleasure serving the SSC Community. I will miss working with the staff, faculty and students.

Sincerely,

Sergeant Albert R. Benney Jr.

Cc: President; Dr. Lynette Stokes
Vice President; Patrick Rush
Chief of Police; Ramonde Williams
Director of Human Resources; Kimberly Pigatti



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.2

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Move to approve the retirement of Raymond Majewski as a full-time Trades III in the Physical Plant Department, effective July 31, 2023, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see attached retirement letter from Raymond Majewski. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to approve the retirement of Raymond Majewski as a full-time Trades III in the Physical Plant Department, effective July 31, 2023, and grant permission to advertise to fill the vacated 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

Justin Papp 5/04/2023
Originator Date
Kim Pigatti 5/04/2023
Director of Human Resources Date
Patricia Buel 5/04/2023
Appropriate Vice President Date
Spencer Stokes 5/04/2023
President Date

Board of Trustees
South Suburban College
South Holland, IL 60473

April 28, 2023

Dear Board of Trustees:

Please accept this letter as my intent to retire from South Suburban College as Maintenance Engineer effective July 31, 2023, under the terms and conditions outlined in the Support Staff Contract Article XXIII, Section 23.1 pertaining to the SSC Retirement Plan Benefits.

I wish to express my appreciation to the management and Board of Directors in providing a stimulating and safe work environment.

Sincerely,



Raymond Majewski

Cc: Dr. Lynette Stokes
Patrick Rush
Justin Papp
Kim Pigatti
Shannon Smith



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.3

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Move to approve the resignation of Jordan Sorrell as full-time, grant-funded Business Service Representative in the Workforce Development Department, effective May 2, 2023, and grant permission to advertise to fill the vacated grant-funded position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see the attached letter from Jordan Sorrell. This action aligns with Strategic Direction 4.6; Coordinate partnerships between career programs and community employers to bridge skills gap.

MOTION

Move to approve the resignation of Jordan Sorrell as full-time, grant-funded Business Service Representative in the Workforce Development Department, effective May 2, 2023, 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

Kim Pigatti
Director of Human Resources

05/04/2023
Date

[Signature]
Appropriate Vice President

05/04/2023
Date

[Signature]
President

05/04/2023
Date

Dear Ms. Wells,

I am submitting my formal resignation effective 5/2/2023 from my title as Business Service Representative at South Suburban College, Oak Forest campus. I am resigning with short notice due to the need of getting acclimated with my new company, and relocation.

I hope you accept my apologies for supplying this letter on short notice. However, I would like to express my gratitude for the opportunities that SSC and all of my team members has provided me over the last few months.

I appreciate your understanding and I am willing to help with making this transition easier over the next few days.

If you need to contact me after my departure on 5/2/2023, I am willing to chat via phone or email to help answer questions about my current employers in career connect to help the new hire get up to speed.

Kind Regards,
Jordan Sorrell

Jordan Sorrell

dotloop verified
04/25/23 10:48 AM CDT
U429-GLPS-WZ8H-DQKY



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.4

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- _____ Policy
- _____ Finance
- _____ Architectural
- _____ Other

FUNDING

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

PROPOSAL SUMMARY

Move to approve the resignation of Jason Allen as a full-time Technology Specialist in the Court Reporting Department, effective May 19, 2023, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see the attached letter from Jason Allen. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to approve the resignation of Jason Allen as a full-time Technology Specialist in the Court Reporting Department, effective May 19, 2023, and grant permission to advertise to fill the vacated Support Staff 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

Kim Pigatti _____ 5/4/2023
 Director of Human Resources Date

Tasha S. Williams _____ 5/4/2023
 Appropriate Vice President Date

Spencer A. Stokes _____ 5/4/23
 President Date

From: Allen, Jason T <JAllen@ssc.edu>
Sent: Wednesday, April 26, 2023 2:39 PM
To: Helwig, Anna <AHelwig@ssc.edu>
Cc: Alder, Rea <RAlder@ssc.edu>
Subject: Letter of Resignation

4/26/2023

Dear Dr. Helwig,

Please accept this as my formal resignation from South Suburban College. My last day of employment will be May 19, the last day of finals week. This will ensure I am able to access our systems, input grades, and complete any final tasks.

I would like to thank you, LaTherese Cooke, and the whole South Suburban College family for an enjoyable, nearly 20-year career. It was a pleasure to help make our Court Reporting program among the best in the country, and I will absolutely miss my coworkers and students.

It is thanks to the experience I gained at South Suburban College that I am able to step into the role of Program Director at Generations College. I understand that transitions can be difficult, so feel free to reach out with any questions or concerns when filling my position or if assistance is needed with digitally remastering analog audio. I can be reached via cell phone at (815) 545-2941.

Sincerely,

Jason Allen



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.5

Board Meeting Date: May 11, 2023

BOARD COMMITTEE

- ___ Policy
- ___ Finance
- ___ Architectural
- ___ Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the resignation of Daisy Lozano as full-time, grant-funded Summer Bridge First-Year Experience Program Coordinator in the College & Careers Success Center, effective May 18, 2023, and grant permission to advertise to fill the vacated grant-funded position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see the attached letter from Daisy Lozano. This action aligns with Strategic Direction 4.6; Coordinate partnerships between career programs and community employers to bridge skills gap.

MOTION

Move that the Board of Trustees approve the resignation of Daisy Lozano as full-time, grant-funded Summer Bridge First-Year Experience Program Coordinator in the College & Careers Success Center, effective May 18, 2023, 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

Kim Pigatti 5/4/2023
Director of Human Resources Date

[Signature] 5/4/2023
Appropriate Vice President Date

[Signature] 5/4/2023
President Date



SOUTH SUBURBAN COLLEGE

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

Board of Trustees

Terry R. Wells,
Chairman

Vivian Payne,
Vice-Chair

Janet M. Rogers,
Secretary

Kevin L. Daly

Anthony P. DeFilippo

Dr. Sherelene A. Harris

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

May 3, 2023

Dear Dr. Jones,

Please accept this letter as formal notification that I am resigning from my position as a Summer Bridge First Year Experience Program Coordinator with South Suburban College. My last day will be May 18th 2023.

Thank you so much for the opportunity to work in this position for the past 9 months. I've greatly enjoyed and appreciated the opportunities I've had to work with students 1:1 and work with a great team. I've learned how to run and organize the program as well build stronger relationships with students and community members all of which I will take with me throughout my career.

During my last two weeks, I'll do everything possible to wrap up my duties and train other team members if needed. Please let me know if there's anything else I can do to help during the transition.

I wish the program continued success, and I hope to stay in touch in the future.

Sincerely,

Daisy Lozano



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.B.6

Board Meeting Date: May 11, 2023

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 separation of employment of Renee McClinton as a full-time, grant funded Manager of Perkins/CTE Grants, effective June 30, 2023, due to the significant reduction in grant funds.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see the attached justification.

MOTION

Move that the Board of Trustees approve the separation of employment of Renee McClinton as a full-time, grant funded Manager of Perkins/CTE Grants, effective June 30, 2023, due to the significant reduction in grant funds.

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

Jasha L. Williams 5/4/2023

Originator Date

Kim Pigatti 05/04/2023
Director of Human Resources Date

Jasha L. Williams 5/4/2023

Appropriate Vice President Date

[Signature]

President 05/04/2023 Date



South Suburban College
Office of the Vice President of Academic Services

“Our Mission is to **S**erve our **S**tudents and the **C**ommunity through lifelong learning.”

INTEROFFICE MEMORANDUM

To: Dr. Lynette D. Stokes, President

From: Dr. Tasha S. Williams, Vice President of Academic Services *TSW*

Cc: Dr. Megan Hughes, Dean of Allied Health and Career Programs
Kimberly Pigatti, Director of Human Resources

Date: May 3, 2023

Subject: Perkins Grant- Reduction in Force

The college recently received our FY2024 Federal Postsecondary Perkins Allocation from the ICCB. The college's allocation was significantly reduced by \$180,782. This represents an almost 40% decrease in funding. The allocation is based on the total number of students who were enrolled in and students who completed a Career and Technical Education (CTE) program in FY22. According to the ICCB, the reduction is a result of the general downward trend in the CTE Pell count, mainly due to the pandemic, coupled with some internal data reporting restructuring by the college.

The college has already been working aggressively to develop new CTE programs and implement innovative marketing strategies to attract and retain new CTE students. We are confident that our post-pandemic CTE Pell count will improve. However, given the significant reduction in funding I am recommending a reduction of workforce that will not negatively impact direct services to students and the academic programs. The RIF will directly impact the position of Grant Manager for Perkins//CTE Programs. As the Chief Academic Officer, I will be working with the Academic Dean to ensure that there is no disruption of services and that we maintain compliance with all of the grant's rules and regulations.

Please do not hesitate to contact me directly should you have any questions or need additional information.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-VII.C.1

Board Meeting Date: May 11, 2023

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 Frank Roberts as a grant-funded Dislocated Career Coach in the Workforce Development Department, effective May 15, 2023, pending successful completion of a criminal background investigation.

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 \$40,000 plus benefits. Continued Employment is contingent upon receipt of grant funds. Upon successful completion of a six-month probationary period, the pending FY24 compensation increase may at that time, be applied.

JUSTIFICATION OF ACTION

This action support Strategic Direction 1.2; Foster initiatives to improve the college and career readiness of SSC students.

MOTION

Move that the Board of Trustees appoint Frank Roberts as a grant-funded Dislocated Career Coach in the Workforce Development Department, effective May 15, 2023, pending successful completion of a criminal background investigation.

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

Kim Pigatti
Director of Human Resources

05/04/2023
Date

[Signature]
Appropriate Vice President

05/04/2023
Date

[Signature]
President

05/04/2023
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Dislocated Career Coach Workforce Development Date: 5/1/2023

Applications Received: _____

Applicants Offered Interviews: 4

Please list alphabetically the applicants who were interviewed for the position:

- Raymond Blackman
- Marcus Hawkins
- Frank Roberts
- Karen Wilson

*Denotes Internal Applicants

Recommend for employment: Frank Roberts

Beginning Date: May 15th, 2023 Salary/Placement: \$40,000

Originator Kenneth Cohn Digitally signed by Kenneth Cohn
Date: 2023.05.01 12:25:39 -05'00' Date 5/1/2023

Dean/Vice President Ronald Kawanna Jr. Digitally signed by Ronald Kawanna Jr.
Date: 2023.05.03 13:58:41 -05'00' Date 5/3/2023

Human Resources *Kim Pugh* Date 5/3/23

President *Lynette Stotter* Date 5/3/23



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-D.1

Board Meeting Date: May 11, 2023

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 fiscal year 2024 compensation package for Administrators.

ESTIMATED COST OR BENEFIT

Administrators will receive a 3% base salary increase and a \$400 increase in flex dollars, with a total cost to the College of \$84,286.00.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the fiscal year 2024 compensation package for Administrators.

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

President

5/4/2023
Date

South Suburban College
Fiscal Year 2024 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$74,286.00	\$10,000.00	\$84,286.00
Technical Professional Exempt (TPE) Staff	\$50,404.00	\$13,200.00	\$63,604.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

The total cost to the institution for the proposed 3% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$147,890.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$124,690.00	\$23,200.00	\$147,890.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

Administrative Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Deborah Baness King	Vice President of Student & Enrollment Services	\$132,478
Matthew Beasland	Executive Director of Extension Services & Workforce Development	\$102,408
Linda Brown Aldridge	Dean of Nursing	\$110,379
* Shirley Drewenski	Director of Continuing, Corporate, & Community Education	\$100,428
Anna Helwig	Dean of Liberal Arts & Sciences	\$113,072
Tyhani Hill	Treasurer/Controller	\$97,850
*** Megan Hughes	Dean of Allied Health	\$108,150
Anissa Jones	Dean of Student Development	\$92,415
Tiffane Jones	Director of Recruitment & Retention Services	\$78,437
** Ronald Kawanna	Associate Vice President of Accreditation & Institutional Effectiveness	\$134,902
James Martin	Executive Director of Information Technology	\$133,900
Lisa Miller	Director of Teaching, Learning and Distance Education	\$100,383
Zanetta Miller	Executive Director of Public Relations & Resource Development	\$92,700
Justin Papp	Director of Physical Plant	\$85,203
Kim Pigatti	Director of Human Resources	\$113,733
Devon Powell	Dean of Student Services	\$92,415
Kevin Riordan	Director of Institutional Research	\$88,039
Patrick Rush	Vice President of Administration	\$129,858
Steve Ruzich	Athletic Director	\$93,039
*** Lisa Santoro	Director of Information Technology	\$100,940
Avianca Taylor	Director of Financial Aid	\$77,250
Tenial Whitted	Director of Registration & Records	\$78,437
Ramonde Williams	Chief of Police	\$93,823
Tasha Williams	Vice President of Academic Services	\$144,620

*Until September 30, 2023

**Until May 31, 2024

***Upon Completion of Probationary Period

5/1/2023



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-E.1

Board Meeting Date: May 11, 2023

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 fiscal year 2024 compensation package for Technical Professional Exempt (TPE) employees.

ESTIMATED COST OR BENEFIT

Technical Professional Exempt (TPE) employees will receive a 3% base salary increase and a \$400 increase in flex dollars, with a total cost to the College of \$63,604.00.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the fiscal year 2024 compensation package for Technical Professional Exempt (TPE) employees.

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

President

5/4/2023
Date

South Suburban College
Fiscal Year 2024 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$74,286.00	\$10,000.00	\$84,286.00
Technical Professional Exempt (TPE) Staff	\$50,404.00	\$13,200.00	\$63,604.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

The total cost to the institution for the proposed 3% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$147,890.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$124,690.00	\$23,200.00	\$147,890.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

Technical-Professional-Exempt Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Jamie Ackley	Manager of Instructional Design	\$68,624
* Albert Benney	Sergeant of Campus Police	\$70,970
Peggy Bette	Manager of Business & Accounting	\$104,124
Donna Bradford	C3 Database and Program Compliance Coordinator	\$42,230
Azeal Branch	Executive Assistant to the Vice-President of Student & Enrollment Services	\$57,283
** Odell Braziel	Manager of Information Technology	\$72,100
Desmond Campbell	Manager of the SouthWorks Maker Lab	\$64,020
Davina Davis	Manager of Service of Students with Disabilities Office	\$58,067
Gervaise Edwards	Manager of Continuing, Corporate and Community Education	\$56,484
Olivia Evans	Manager of Financial Aid	\$58,067
Kaitlin Ferguson	Manager of Public Relations and Resource Development	\$59,122
Leslie Glenn	Manager of Salon	\$61,800
Christina Gutierrez	Manager of Onboarding & Outreach	\$45,398
Kevin Hickey	Manager of Maintenance & Engineering	\$75,231
Alisia Hill	Manager/Instructor Basic Nurse Assistant Program	\$48,321
** Valerie Jackson	Human Resources Generalist	\$63,860
** Joseph Marjan	Supervisor of Physical Plant Night Operations	\$61,800
Donna Martin	Manager of Network Specialists	\$92,269
Linda Mattox	Manager of Human Resources	\$77,266
Qeauna McDonald	Executive Assistant to the Vice President of Academic Services & Associate Vice President of Accreditation & Institutional Effectiveness	\$59,606
Christin Miller	Executive Assistant to President	\$71,079
Dianalyn Newman	Manager of Nursing Remediation Education	\$65,457
Ramona Orellana	Executive Assistant to Vice-President of Administration	\$57,011
T-Unna Perkins	Manager of Registration & Records	\$45,398
George Pettit	Manager of Communication Services	\$85,968
John Pigatti	Manager of Athletic Recruitment, Retention & Transfer	\$59,073
Williams Radtke	Manager of Academic Assistance Center	\$45,192
Robert Reynolds	Manager of Microcomputers and Help Desk	\$69,311
Rea Szpajer-Alder	Benefits Specialist	\$68,439
** Raymond Vogel	Manager of Plant Operations	\$61,800
Danielle Whitted	Manager of Student Programming	\$46,209
Jason Wroda	Manager of Internal Controls & Compliance	\$70,137

*Until July 31, 2023

**Upon Completion of Probationary Period

5/1/2023



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY23-F.1

Board Meeting Date: May 11, 2023

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 fiscal year 2024 compensation package for Grant-funded employees.

ESTIMATED COST OR BENEFIT

Grant-funded employees will receive a 3% base salary increase and a \$400 increase in flex dollars, with a total cost to grant funds of \$155,194.00.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the fiscal year 2024 compensation package for Grant-funded.

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

President

5/4/2023
Date

South Suburban College
Fiscal Year 2024 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$74,286.00	\$10,000.00	\$84,286.00
Technical Professional Exempt (TPE) Staff	\$50,404.00	\$13,200.00	\$63,604.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

The total cost to the institution for the proposed 3% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$147,890.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$124,690.00	\$23,200.00	\$147,890.00
*Grant-Funded Staff	\$144,994.00	\$11,200.00	\$155,194.00

Grant Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Hours</u>
Lakesha Baker	Early College Programs Coordinator	\$ 44,290	40
Anita Barnett-Clemons	Project Manager of WEI	\$ 69,997	40
Valencia Burney	Early Childhood Education Coach	\$ 63,860	40
** Kenneth Cohn	Director of Workforce Development	\$ 66,950	40
* Shawnell Conyers	ABE/ASE/ESL Assessment Secretary	\$ 34,331	40
Rebecca Garcia	Highway Construction Careers Training Program Manager	\$ 59,606	40
Taryn Giddings	ABE/ASE/ESL Transitions Advisor/Coach	\$ 49,234	40
Alexandra Glumac	Project Manager, Office of Violence Against Women	\$ 63,419	40
Maria Diana Gutierrez	Manager of ESL	\$ 64,629	40
Deborah Haynes-Shegog	Highway Construction Careers Training Program Assistant	\$ 36,952	40
Marrion Jackson	WEI Grant Assistant	\$ 42,230	40
* Camille Johnson	Lead ABE/ASE Instructor	\$ 35,244	30
Anthony Kyte	Adult Career Coach	\$ 36,952	40
* Rasheedah McCamury	Lead ESL Instructor	\$ 26,748	30
* Mary McCaskey-Thompson	Adult Education Secretary	\$ 37,303	40
** Christopher McElroy	Director of Adult Education	\$ 70,736	40
Ashley McCray	Project Coordinator, PATH/WEI	\$ 56,650	40
*** Gladys Middleton	Business Service Representative	\$ 41,200	40
Maria Pittman	Youth Career Coach	\$ 36,952	40
* Venese Regan	ELA Paraprofessional	\$ 16,731	25
David Stephens	Literacy Grant Manager	\$ 50,465	40
Raylynn Stokes	Manager of Adult Education	\$ 65,457	40
* Mary Viehweg	ELA Instructor/Coordinator	\$ 27,158	30
*** Bridgett Walters	Workforce Partnership Coordinator	\$ 56,650	40
Brianna Wells	Manager of Workforce Development	\$ 56,484	40
** Iman Whitfield	Career Coach WIOA Youth	\$ 41,200	40

*10-month salary

**Grant-Funded Administrator

***Upon Completion of Probationary Period

5/1/23