



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
REGULAR BOARD MEETING AGENDA
THURSDAY, SEPTEMBER 14, 2017
8:00 PM

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC PARTICIPATION**
- IV. **PRESENTATIONS/REPORTS**
 - A. ICCTA Training for Board of Trustees (M. Monaghan)
 - B. HLC Re-accreditation (R. Kawanna)
- V. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Finance Committee meeting held August 10, 2017
 - B. Regular Board of Trustees meeting held August 10, 2017
- VI. **NEW BUSINESS**
 - A. Monthly Financial Report (T. Pollert)
 - B. Approval of the payment of bills for September, 2017 (T. Pollert)
 - C. Approval of the proposed tuition adjustment, effective in the spring semester of 2018 (A. DeFilippo)
 - D. Approval to adopt the resolution approving the operating and non-operating budgets for fiscal year 2017/2018 for Community College District No. 510 (A. DeFilippo)
 - E. Approval to accept the bids of Blue Island Newspaper in the amount of \$9,490.00, and Precise Printing in the amount of \$18,320.00 for the printing of College publications (A. DeFilippo)
- VII. **PERSONNEL RECOMMENDATIONS**
 - A. Retirement/Resignations/Terminations
- 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 FINANCE COMMITTEE
THURSDAY, AUGUST 10, 2017

Trustee Anthony DeFilippo called the Finance Committee meeting to order at 8:03 p.m.

Committee members present: Trustees John Daly, Anthony DeFilippo, and Janet Rogers

Committee members absent: None

Other Board members in attendance: Trustee Joseph Whittington and Student Trustee Ronnell Tatum

Other Board members absent: Trustees Jacqueline Martin, Terry Wells, and Frank M. Zuccarelli

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

Agenda:

I. Recommendation to approve the tentative operating and non-operating budgets for fiscal year 2017/2018.

Trustee DeFilippo recommended the Board approve the tentative operating and non-operating budgets for fiscal year 2017/2018 at the regular Board of Trustees meeting.

II. Recommendation to approve the proposed course and instructional technology fee changes beginning with the spring semester of 2018.

Trustee DeFilippo recommended the Board approve the proposed course and technology fee changes at the regular Board of Trustees meeting, with the stipulation that the proposed changes will go into effect in the fall semester of 2018.

The meeting adjourned at 8:18 p.m.

'BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
REGULAR BOARD MEETING MINUTES
THURSDAY, AUGUST 10, 2017

I. CALL TO ORDER & ROLL CALL:

At 8:19 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Vice Chairman John Daly. The meeting was held in the Board Room of the College, Room 2248.

Present: Vice Chairman John Daly, Trustees Anthony DeFilippo, Janet Rogers, Joseph Whittington and Student Trustee Ronnell Tatum

Absent: Chairman Frank M. Zuccarelli, Jacqueline Martin, and Terry Wells

Also present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Stanley T. Kuser.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chairman John Daly.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

There were none.

V. PREVIOUS MEETING MINUTES

A. Policy Committee meeting held July 13, 2017

Trustee Whittington moved and Trustee Rogers seconded to approve the minutes of the Policy Committee meeting held on July 13, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

B. Finance Committee meeting held July 13, 2017

Trustee Rogers moved and Student Trustee Tatum seconded to approve the minutes of the Finance Committee meeting held on July 13, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

C. Regular Board of Trustees meeting held July 13, 2017

Student Trustee Tatum moved and Trustee Rogers seconded to approve the minutes of the Regular Board of Trustees meeting held on July 13, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

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

B. Bills Payable for August, 2017

Trustee Rogers moved and Trustee Whittington seconded to authorize the Treasurer to pay the list of bills payable for August, 2017, in the amount of \$3,762,696.81. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

C. Approval of the tentative operating and non-operating budgets for fiscal year 2017/2018

Trustee DeFilippo moved and Student Trustee Tatum seconded to approve the tentative operating and non-operating budgets for fiscal year 2017/2018. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

D. Approval of the proposed course and instructional technology fee changes beginning with the fall semester of 2018, as modified per the Finance Committee

Trustee DeFilippo moved and Trustee Whittington seconded to approve the proposed course and instructional technology fee changes beginning with the fall semester of 2018, as modified per the Finance Committee. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye.. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Resignations/Retirements/Terminations

Student Trustee Tatum moved and Trustee DeFilippo seconded to approve the following resignations:

1. Resignation of Kathryn Eberhardt, full-time instructor in the Allied Health & Careers Program, effective January 1, 2018, and grant permission to advertise to fill the vacated position, as needed.
2. Resignation of Robert Calhoon, full-time instructor in the Music Department, effective July 27, 2017, and grant permission to advertise to fill the vacated position, as needed.

On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

B. Appointment

Trustee DeFilippo moved and Student Trustee Tatum seconded to approve the appointment of Danielle Jones as a full-time Administrative Assistant I in the Allied Health and Careers Program, effective August 14, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

C. Memorandum of Understanding (M. Durham)

Trustee Rogers moved and Student Trustee Tatum seconded to approve the Memorandum of Understanding between Community College District No. 510, the South Suburban College Faculty Association, and Ms. Melynie Durham. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

VIII. Closed Session:

There was none.

Board Meeting
August 10, 2017
Page 3

ADJOURNMENT

At 8:31 p.m., Student Trustee Tatum moved and Trustee Rogers seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, and Joseph Whittington voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

Martin Lareau, Secretary to the Board

John Daly, Vice Chairman



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

For Board Information in September, 2017.

For Board Action in September, 2017.

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 July 31, 2017. 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

[Signature]
Controller/Treasurer

[Signature] 9/8/17
Vice-President

[Signature] 9/8/17
President

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

To: Board of Trustees
 From: Tim Pollert
 Date: September 7, 2017
 Subject: Financial Report For The Period Ending July 31, 2017

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>
\$3,215,285.15	\$3,215,285.15
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,016,551.52	\$3,016,551.52

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>
\$3,652,185.57	\$3,652,185.57
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,762,696.81	\$3,762,696.81
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$110,511.24)	(\$110,511.24)

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>
\$13,317,248.51	2.10%	-15

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$3,160,162.14	\$55,123.01	\$3,215,285.15
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$3,160,162.14	\$55,123.01	\$3,215,285.15

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,729,720.02	\$286,831.50	\$3,016,551.52
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$2,729,720.02	\$286,831.50	\$3,016,551.52

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$3,652,185.57	\$3,762,696.81	(\$110,511.24)
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$3,652,185.57	\$3,762,696.81	(\$110,511.24)

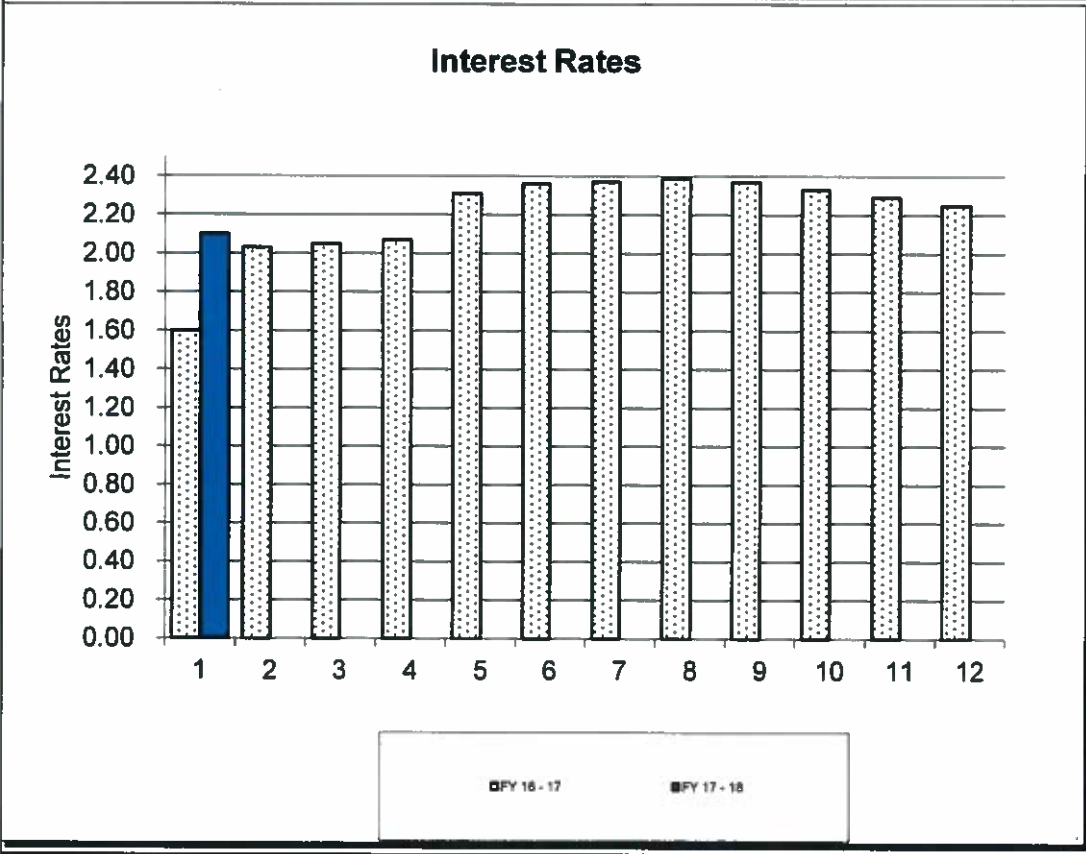
	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$13,317,248.51	2.10%	(15)
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

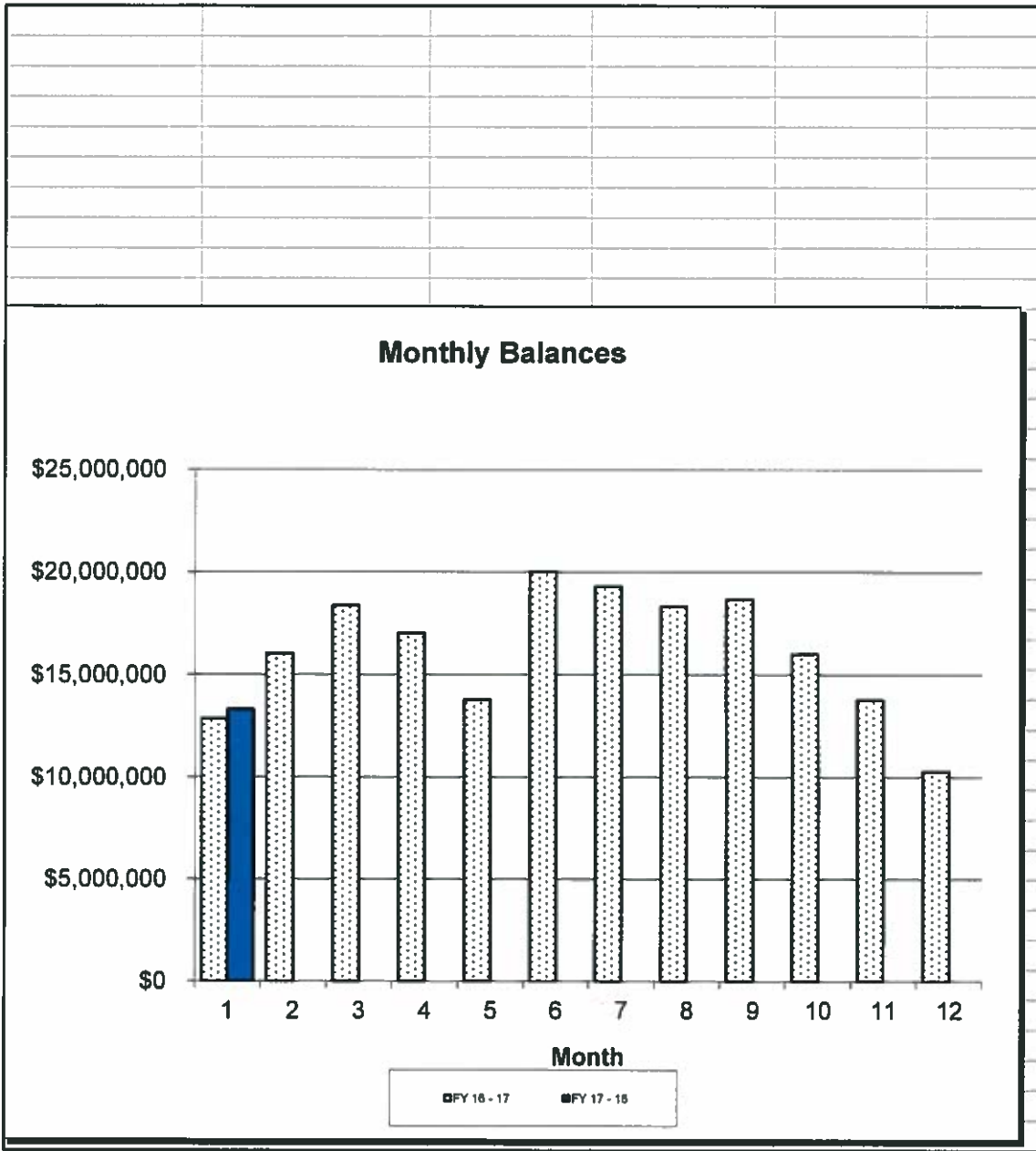
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	15%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	5,353,364.17	0.00	5,353,364.17	40%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	5,978,781.44	0.00	5,978,781.44	45%
	Total	<u>13,317,248.51</u>	<u>0.00</u>	<u>13,317,248.51</u>	100%
	Average %	<u>2.10</u>			

South Suburban College

Investment Summary				
F Y 2016 - 2017		F Y 2017 - 2018		
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	\$12,857,745	1.60	\$13,317,249	2.10
August	16,019,990	2.03		
September	18,366,749	2.05		
October	17,018,830	2.07		
November	13,780,694	2.31		
December	20,017,795	2.36		
January	19,304,224	2.37		
February	18,331,621	2.39		
March	18,664,543	2.37		
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.B**

For Board Information in September, 2017.

For Board Action in September, 2017.

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

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

PROPOSAL SUMMARY

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	\$2,277,675.72
Operation & Maintenance Fund	300,015.29
Operation & Maintenance Restricted Fund	29,341.55
Auxiliary Enterprise Fund	325,522.47
Restricted Funds	223,832.87
Special Levies Fund	73,390.29
Audit Fund	36,000.00
Flex Plan Fund	<u>7,585.06</u>
Total	\$3,273,363.25

- * 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



 Controller/Treasurer


 _____ 9/8/17
 Vice-President


 _____ 9/8/17
 President



0 SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: **FY18-VI.C**

Board Meeting Date: **September 14, 2017**

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

A tuition adjustment is being proposed.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

This action is required to maintain the fiscal integrity of the College, in order to continue providing high quality programs. This action supports Strategic Plan Direction 2, SSC 2.17; to provide an efficient, transparent and financially secure institution.

MOTION

Move to approve the proposed tuition adjustment, effective in the spring semester of 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**

Appropriate Vice President

9/8/17
Date

President

9/8/17
Date



**OFFICE OF THE PRESIDENT
SOUTH SUBURBAN COLLEGE
SOUTH HOLLAND, ILLINOIS**

**To: Chairman Frank Zuccarelli
From: President Don Manning
Date: September 9, 2017
Reference: Tuition Adjustment**

**Per our meeting, a \$7.00 tuition adjustment is suggested,
effective for Spring 2018.**

**We will continue to control expenditures, while providing
quality programs to our constituents. Additionally, we will
embark on capital projects that will enhance the learning
environment.**



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

For Board Information in September, 2017

Board Action in September, 2017

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 adopt the resolution approving the operating and non-operating budgets for fiscal year 2017/2018.

ESTIMATED COST OR BENEFIT

The Operating budget is \$30,662,663
 The Non-Operating budget is \$20,122,457

JUSTIFICATION OF ACTION

Annually, the Board of Trustees is required to adopt a budget for the College to comply with Illinois Community College Board. The tentative budget was approved by the Board at the August meeting. A legal notice was published in the appropriate news media, and the 30 day window for public inspection has been satisfied according to State statute. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Motion to approve the attached resolution and Operating and Non-Operating budgets for Fiscal Year 2017/2018.

- * 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 Pollett
 Controller/Treasurer

Mark J. Arcan 9/8/17
 Vice-President

[Signature] 9/8/17
 President

Office of the Treasurer



To: Board of Trustees
From: Tim Pollert
Date: September 7, 2017
Subject: Budget Packet – Fiscal Year 2017-18

Under separate cover is the College's budget packet for Fiscal Year 2017-2018. Included in this packet are the budgets for both the Operating and Non-Operating funds.

Both documents were approved, in a tentative format, at the August 10, 2017 regularly scheduled Board of Trustees meeting. A legal notice was published in the *Daily Southtown* on August 11, 2017, notifying the public of a hearing to be held on September 14, 2017 at 7:45 P.M. The tentative budget will have been on display for the required 30 days prior to adoption as required by state statute.

Operating Fund expenditures have decreased by \$2,062,976 to \$30,662,663, or a reduction of 6.3% from 2017 budgeted expenditures of \$32,725,639.

Operating revenue is projected to be \$29,344,490 with the assumption of a continued decline in enrollment of 9% as demonstrated in our summer and fall enrollment.

Non-Operating revenue and expenditures are \$20,225,881 and \$20,122,457 respectfully.

Therefore, aggregate expenditures are \$50,785,120 with aggregate revenue of \$49,570,371.

If you have questions regarding any items in these documents, please feel free to call me at (708) 210-5722.

RESOLUTION

WHEREAS, the Board of Trustees of Community College District No. 510, South Suburban College of Cook County, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Treasurer's Office has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

and

WHEREAS, a public hearing was held as to such budget on the 14th day of September, 2017, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of said district as follows:

Section 1. That the fiscal year of this District is hereby fixed and declared as beginning July 1, 2017 and ending June 30, 2018.

Section 2. That the following budget containing an estimate of amounts available in each fund, separately, and of expenditures from each, and an estimate of cash expected to be received during such fiscal year from all sources; and a statement of estimated cash expected to be on hand at the end of such year, be and is hereby adopted as the budget of this District for fiscal year 2017-18. A copy of this budget shall be included in the official minutes of this meeting.

Section 3. That the payment of all salaries of janitors, engineers or other custodial employees and all costs of fuel, lights, gas, water, telephone service, and custodial supplies and equipment or the cost of a professional survey of the conditions of school buildings, or any one or more of the proceeding items shall be paid from the tax levied for the operation and maintenance of facilities purposes.

Section 4. This Resolution shall be effective from and after its passage as provided by law.

Passed by the following roll call on the 14th day of September 2017.

Trustee _____ made the motion to adopt.

Trustee _____ seconded the motion.

Ayes:

Nays:

Absent:

Attest:

Secretary to the Board

Chairman



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VI.E

Board Meeting Date: September 14, 2017

BOARD COMMITTEE

FUNDING

<input type="checkbox"/> Policy	<input checked="" type="checkbox"/> Operating	<input type="checkbox"/> Grant Funded
<input checked="" 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

To accept the bid of the lowest qualified vendor for the printing of College publications.

ESTIMATED COST OR BENEFIT

\$27,810.00

JUSTIFICATION OF ACTION


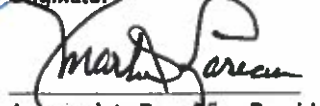

The biannual college Viewbook and Continuing Education Schedule are critical to the promotion of SSC's credit and non-credit opportunities to residents of the community. The College also uses these publications as a source of information for current students. This action supports our Vision Statement and Community Engagement within the Strategic Plan.

MOTION

To accept the bids of Blue Island Newspaper, Harvey, Illinois in the amount of \$9,490.00 and Precise Printing, Glendale Heights, Illinois in the amount of \$18,320.00 for the printing of College publications.

- * 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)

Approvals:

 Originator	<u>8/30</u> Date
 Appropriate Dean/Vice President	<u>8/30/17</u> Date
 President	<u>9/8/17</u> Date



South Suburban College

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

MEMORANDUM

To: Don Manning
From: Marty Lareau
Date: August 30, 2017
Subject: Printing of College Publications

On August 17, 2017 we mailed requests for bids for the printing of College publications to forty-three (43) vendors. Our legal requirement to advertise was satisfied through a notice placed in *The Chicago Tribune*. We had five (5) responses and a public bid opening was held on August 30, 2017 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. We therefore, recommend acceptance of the bids from Blue Island Newspaper, Harvey, Illinois in the amount of \$9,490.00 and Precise Printing, Glendale Heights, Illinois in the amount of \$18,320.00 for the printing of College publications.

Printing of College Publications
 Bid Opening
 August 30, 2017

Vendor	Package A Fall View Book	Package B Fall Cont. Ed.
Blue Island Newspaper Harvey, Illinois	\$ 19,300.00	\$ 9,490.00 L
K.K. Steven Publishing Astoria, Illinois	N/B	\$ 11,611.83
Medostates Inc. Abergreen, South Dakota	\$ 14,498.00	\$ 24,556.00 W
Precise Printing Glendale Heights, Illinois	\$ 18,320.00 L	\$ 10,209.00
Presort Services Grand Rapids, Michigan	\$ 37,408.00	\$ 19,944.20
L= low vendor meeting specifications		
W= bid withdrawn by vendor do to error in submission		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY17-VII.A.1

For Board Action in September, 2017
Board Meeting Date: September 14, 2017

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

Request that the Board of Trustees accept the resignation of Janaya Shaw, full-time instructor in the Reading department effective August 16, 2017 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 resignation letter from Janaya Shaw. Replacement of this position supports Strategic Plan Direction 2.4; Provide student orientation (Reading) and create opportunities for students to develop skills for college success. The fulfillment of this position is in direct alignment with Strategic Direction #2—Student Success and Completion, Goal 2.1.

MOTION

Move that the Board of Trustees accept the resignation of Janaya Shaw, full-time instructor in the Reading department, effective August 16, 2017 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 additional funds? (Explain)

Patrice Burton 8/8/17
 Originator Date

Sonye Adeboye 8/11/17
 Appropriate Dean/Vice President Date

[Signature] 8/14/17
 Director of Human Resources Date

[Signature] 8/16/17
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY17-VII.A.2

Board Meeting Date: September 14, 2017

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees accept the resignation of Amy Veldboom, full-time instructor in Communications & Humanities, effective August 13, 2017, 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. Veldboom. 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

Move that the Board of Trustees accept the resignation of Amy Veldboom, full-time instructor in Communications & Humanities, effective August 13, 2017, 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)

Natalie R. Page
 Originator 8-30-17
Date

[Signature]
 Director of Human Resources 9/8/17
Date

[Signature]
 Appropriate Vice President 8/31/17
Date

[Signature]
 President 9/6/17
Date