



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
REGULAR BOARD MEETING AGENDA
THURSDAY, JUNE 14, 2018
8:00 PM

I. CALL TO ORDER/ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. PRESENTATIONS/REPORTS

- A. Recognition of Jose Gonzalez for induction into the Men's Soccer NJCAA Region Hall of Fame (S. Ruzich)

V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- A. Regular Board of Trustees meeting held May 10, 2018

VI. NEW BUSINESS

- A. Monthly Financial Report (T. Pollert)
B. Approval of payment of bills (T. Pollert)
C. Approval to accept the bids of BSN Sports, \$20,091.11; Eastbay, \$1,711.93; Lansing Sports, \$40,538.38, and Riddell, \$845.44 for the purchase of athletic uniforms and supplies (A. DeFilippo)
D. Approval to accept the bids of DCG Roofing Solutions in the base bid amount of \$391,706.00 for the Roof Coating and Related Work Phase I project, utilizing bond funds (A. DeFilippo)
E. Approval to accept the Resource Allocation Management Plan (RAMP) as presented (A. DeFilippo)
F. Approval to adopt the resolution setting forth the prevailing wage rates compiled by the Illinois Department of Labor (A. DeFilippo)

VII. PERSONNEL RECOMMENDATIONS

- A. Retirements/Resignations/Terminations
B. Appointments
C. Grant permission to create and advertise
D. Grant permission to change job titles

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
REGULAR BOARD MEETING MINUTES
THURSDAY, MAY 10, 2018

I. CALL TO ORDER & ROLL CALL:

At 8:11 p.m., Vice Chairman John Daly called the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 to order. The meeting was held in the Board Room of the College, Room 2248.

Present: Vice Chairman John Daly, Trustees Vivian Payne, Janet Rogers, Terry Wells, and Joseph Whittington. Trustee Anthony DeFilippo joined the meeting at 8:15 p.m.

Absent: Chairman Frank M. Zuccarelli.

Also present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board. College Attorney Stanley T. Kuser joined the meeting at 8:15 p.m.

II. PLEDGE OF ALLEGIANCE

Vice Chairman John Daly led the Pledge of Allegiance.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

A. Art Purchase Awards

The Board of Trustees purchased artwork from South Suburban College students to add to the College's permanent collection.

B. Recognition of Retirees

The Board of Trustees formally recognized employees who have retired over the course of the last year.

C. Presentation of Tulip Award to Jennifer Medlen

The Board of Trustees recognized Jennifer Medlen, recipient of the Village of South Holland Tulip Award.

V. PREVIOUS MEETING MINUTES

A. Policy Committee meeting held April 12, 2018

Trustee Wells moved and Trustee Whittington seconded to approve the minutes of the Policy Committee meeting held April 12, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

B. Finance Committee meeting held April 12, 2018

Trustee Payne moved and Trustee Rogers seconded to approve the minutes of the Finance Committee meeting held on April 12, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

C. Regular Board of Trustees meeting held April 12, 2018

Trustee Wells moved and Trustee Payne seconded to approve the minutes of the Regular Board of Trustees meeting held on April 12, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

D. Closed Session Meeting held April 12, 2018

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Closed Session meeting held on April 12, 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Oath of Office to Student Trustee Elect

Trustee Rogers moved and Trustee Whittington seconded to table the Oath of Office to the Student Trustee Elect. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

B. Monthly Financial Report

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

C. Bills Payable for May 2018

Trustee Rogers moved and Trustee Wells seconded to authorize the Treasurer to pay the list of bills payable for May, 2018 in the amount of \$2,820,628.79. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

D. Approval of the intergovernmental agreement between Thornton Township High School District 205 and South Suburban Community College District No. 510

Trustee DeFilippo moved and Trustee Whittington seconded to approve the intergovernmental agreement between Thornton Township High School District 205 and South Suburban Community College District No. 510. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Rogers moved and Trustee Wells seconded to approve the following retirements:

1. Retirement of Sandra Bein, full-time Instructor in the Communication and Humanities department, effective December 31, 2018, and grant permission to advertise to fill the vacated position, as needed.
2. Retirement of Caryl Damiani, Clerk in the Business & Accounting department, effective September 30, 2018, and grant permission to advertise to fill the vacated position, as needed.

On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

3. Trustee Whittington moved and Trustee Payne seconded to approve the resignation of Loral Monson, grant-funded Highway Construction Careers Training Program Assistant in the Business & Career Institute, effective June 15, 2018, and grant permission to advertise to fill the vacated, grant-funded position, as needed. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

4. Trustee Rogers moved and Trustee Payne seconded to table the termination of Solara Nicholson, full-time Campus Police Security Guard in the Campus Police department. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

B. Appointments

Trustee Payne moved and Trustee Wells seconded to approve the following appointments:

1. Appointment of Michael Gebert as a full-time Campus Police Officer (night shift) in the Campus Police department, effective May 14, 2018.
2. Appointment of Joel Marcano as a full-time Campus Police Officer (day shift) in the Campus Police department, effective May 14, 2018.
3. Appointment of Robert Reynolds as Manager, Microcomputers/Helpdesk in the Academic Computing and Telecommunications department, effective May 14, 2018, and grant permission to advertise to fill the vacated position, as needed.
4. Appointment of Rebecca Arnold as an Academic Assistance Center Student Specialist (Daytime) effective May 14, 2018, pending successful completion of a criminal background check.
5. Appointment of Roger DeSouza as an Academic Assistance Center Student Specialist (Evening) effective May 14, 2018, pending successful completion of a criminal background check.

On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

C. Approval to grant tenure

Trustee Wells moved and Trustee Rogers seconded to grant tenure to La'Taria Overstreet and Nancy Mulvihill upon the completion of the fall semester of 2018. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

D. Approval to reappoint non-tenured faculty

Trustee Wells moved and Trustee Payne seconded to reappoint Maureen Moran as a non-tenured Instructor for the 2018-2019 academic year. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. Motion carried.

VIII. Closed Session

There was none.

ADJOURNMENT

At 9:01 p.m., Trustee Whittington moved and Trustee Rogers seconded to adjourn the Board of Trustees meeting. On roll call John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington voted aye. Nays: None. 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 June, 2018.

For Board Action in June, 2018.

Board Committee:

- Policy
- Finance
- Architectural
- Other

Funding:

- | | |
|--|---|
| <input type="checkbox"/> College Operating | <input type="checkbox"/> Grant Funded |
| <input type="checkbox"/> College Capital | <input type="checkbox"/> Student Life |
| <input type="checkbox"/> Protection, Health and Safety | <input type="checkbox"/> Special Levies |

PROPOSAL SUMMARY

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 April 30, 2018. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move to accept the Financial Report as presented.

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

Approvals
Jim Kallert 6/7/18
Controller/Treasurer

Mark Soreau 6/7/18
Vice President

Don Manning 6/7/18
President

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tim Pollert
 Date: June 7, 2018
 Subject: Financial Report For The Period Ending April 30, 2018

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

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,745,991.91	\$24,830,729.66
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,036,446.25	\$25,852,147.18

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>
\$3,153,421.38	\$41,380,867.96
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,293,722.05	\$42,636,805.79
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$140,300.67)	(\$1,255,937.83)

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>
\$13,815,534.47	2.17%	-8

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	\$2,315,853.48	\$45,859.15	\$2,361,712.63
September	\$2,638,531.62	\$899,522.81	\$3,538,054.43
October	\$1,632,158.52	\$360,582.15	\$1,992,740.67
November	\$1,936,852.48	\$62,786.96	\$1,999,639.44
December	\$1,501,620.28	\$401,582.50	\$1,903,202.78
January	\$2,352,872.25	\$351,552.85	\$2,704,425.10
February	\$2,873,658.67	\$270,245.93	\$3,143,904.60
March	\$2,134,534.64	\$91,238.31	\$2,225,772.95
April	\$1,356,067.86	\$389,924.05	\$1,745,991.91
May			\$0.00
June			\$0.00
YTD	\$21,902,311.94	\$2,928,417.72	\$24,830,729.66

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,729,720.02	\$286,831.50	\$3,016,551.52
August	\$2,211,546.62	\$313,050.44	\$2,524,597.06
September	\$3,106,952.27	\$450,541.43	\$3,557,493.70
October	\$1,763,955.65	\$309,693.45	\$2,073,649.10
November	\$1,683,893.90	\$320,330.48	\$2,004,224.38
December	\$1,765,156.24	\$312,723.52	\$2,077,879.76
January	\$2,581,320.08	\$326,650.65	\$2,907,970.73
February	\$2,357,354.98	\$319,943.78	\$2,677,298.76
March	\$2,533,969.17	\$442,066.75	\$2,976,035.92
April	\$1,746,230.76	\$290,215.49	\$2,036,446.25
May			\$0.00
June			\$0.00
YTD	\$22,480,099.69	\$3,372,047.49	\$25,852,147.18

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	\$6,799,812.50	\$6,765,747.72	\$34,064.78
September	\$4,575,258.04	\$4,768,838.24	(\$193,580.20)
October	\$2,948,129.37	\$2,663,977.15	\$284,152.22
November	\$3,193,159.56	\$4,055,083.37	(\$861,923.81)
December	\$3,887,183.85	\$3,292,182.56	\$595,001.29
January	\$3,901,855.89	\$4,628,300.77	(\$726,444.88)
February	\$4,910,200.57	\$4,046,107.00	\$864,093.57
March	\$4,359,661.23	\$5,360,150.12	(\$1,000,488.89)
April	\$3,153,421.38	\$3,293,722.05	(\$140,300.67)
May			\$0.00
June			\$0.00
YTD	\$41,380,867.96	\$42,636,805.79	(\$1,255,937.83)

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$13,317,248.51	2.10%	(15)
August	\$16,227,947.39	2.09%	(1)
September	\$14,124,023.56	2.01%	(8)
October	\$14,347,403.77	2.26%	25
November	\$9,895,292.95	2.21%	(5)
December	\$11,923,377.40	2.14%	(7)
January	\$9,444,725.59	2.24%	10
February	\$9,703,649.77	2.23%	(1)
March	\$16,507,052.64	2.25%	2
April	\$13,815,534.47	2.17%	(8)
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)
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,711,306.86	0.00	0.00	0.00
MB Financial Bond Interest		9,005.04	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		1,023,875.86	38,923.76	0.00	0.00
MB Contributory Trust		91.88	0.00	0.00	0.00
IIIT Money Market		4,299,594.12	0.00	0.00	0.00
MB Financial Money Market		6,424,222.33	0.00	0.00	0.00
Totals	4/1	16,468,128.88	38,923.76	0.00	0.00
Transactions:					
Transfer from MB MM to MB Cash	4/6	(1,500,000.00)			
Illinois Funds MM Deposit from Comptroller	4/6	107,213.00			
Transfer from MB MM to MB Cash	4/11	(1,000,000.00)			
Illinois Funds MM Deposit from Comptroller	4/12	13,425.82			
Illinois Funds MM Deposit from Comptroller	4/12	42,751.85			
Illinois Funds MM Deposit from Comptroller	4/12	2,744.00			
Illinois Funds MM Deposit from Comptroller	4/12	116,331.10			
Illinois Funds MM Deposit from Comptroller	4/12	118,582.80			
Illinois Funds MM Deposit from Comptroller	4/12	238,210.01			
Illinois Funds MM Deposit from Comptroller	4/12	3,430.00			
Illinois Funds MM Deposit from Comptroller	4/12	9,973.80			
Illinois Funds MM Deposit from Comptroller	4/12	26,278.70			
Illinois Funds MM Deposit from Comptroller	4/12	90.60			
Illinois Funds MM Deposit from Comptroller	4/12	470.40			
Illinois Funds MM Deposit from Comptroller	4/13	369,917.25			
Illinois Funds MM Deposit from Comptroller	4/13	47,545.00			
Illinois Funds MM Deposit from Comptroller	4/26	107,035.00			
Illinois Funds MM Deposit from Comptroller	4/26	82,894.17			
Illinois Funds MM Deposit from Comptroller	4/26	21,588.33			
Transfer from MB MM to MB Cash	4/26	(1,500,000.00)			
		13,776,610.71	38,923.76	0.00	0.00
Ending Balance:					
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,711,306.86	0.00	0.00	0.00
MB Financial Bond Interest		9,005.04	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		2,332,357.69	38,923.76	0.00	0.00
MB Contributory Trust		91.88	0.00	0.00	0.00
IIIT Money Market		4,299,594.12	0.00	0.00	0.00
MB Financial Money Market		2,424,222.33	0.00	0.00	0.00
Totals	4/30	13,776,610.71	38,923.76	0.00	0.00

SOUTH SUBURBAN COLLEGE

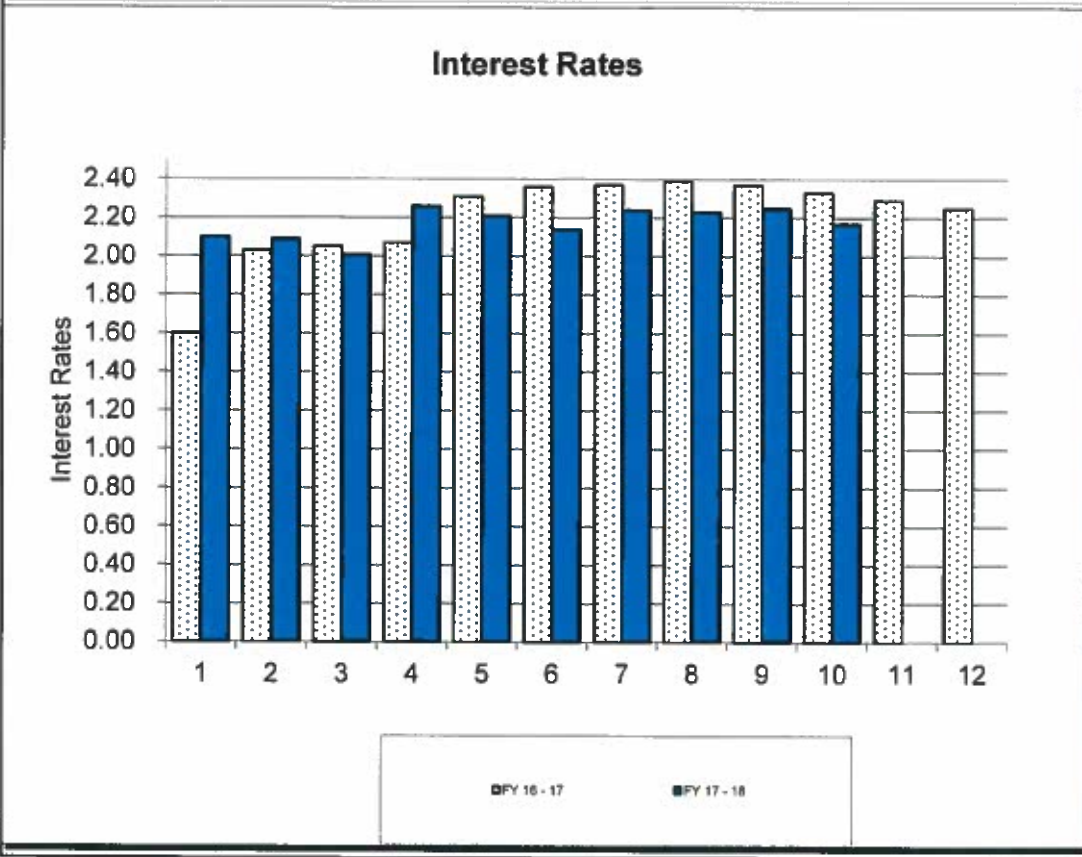
INVESTMENT WORKSHEET					
Description	Date	Fund 10 T & A	Fund 11 Audit	Fund 12 Special Levies	Total
MB Financial		0.00	0.00	0.00	0.00
MB Financial		0.00	0.00	0.00	4,711,306.86
MB Financial Bond Interest		0.00	0.00	0.00	9,005.04
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	32.79
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	1,062,799.62
MB Contributory Trust		0.00	0.00	0.00	91.88
IIIT Money Market		0.00	0.00	0.00	4,299,594.12
MB Financial Money Market		0.00	0.00	0.00	6,424,222.33
Totals	4/1	0.00	0.00	0.00	16,507,052.64
Transactions:					
					0.00
					0.00
					0.00
					(1,500,000.00)
Illinois Funds MM Deposit from Comptroller	0.00				107,213.00
Illinois Funds MM Deposit from Comptroller	0.00				(1,000,000.00)
Illinois Funds MM Deposit from Comptroller	0.00				13,425.82
Illinois Funds MM Deposit from Comptroller	0.00				42,751.85
Illinois Funds MM Deposit from Comptroller	0.00				2,744.00
Illinois Funds MM Deposit from Comptroller	0.00				116,331.10
0.00	0.00				118,582.80
					238,210.01
					3,430.00
					9,973.80
					26,278.70
					90.60
					470.40
					369,917.25
					47,545.00
					107,035.00
					82,894.17
					21,588.33
					(1,500,000.00)
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
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					0.00
					0.00
					0.00
					0.00
					0.00
		0.00	0.00	0.00	13,815,534.47
MB Financial		0.00	0.00	0.00	0.00
MB Financial		0.00	0.00	0.00	4,711,306.86
MB Financial Bond Interest		0.00	0.00	0.00	9,005.04
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	32.79
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	2,371,281.45
MB Contributory Trust		0.00	0.00	0.00	91.88
IIIT Money Market		0.00	0.00	0.00	4,299,594.12
MB Financial Money Market		0.00	0.00	0.00	2,424,222.33
Totals	4/30	0.00	0.00	0.00	13,815,534.47
					0.00

SOUTH SUBURBAN COLLEGE

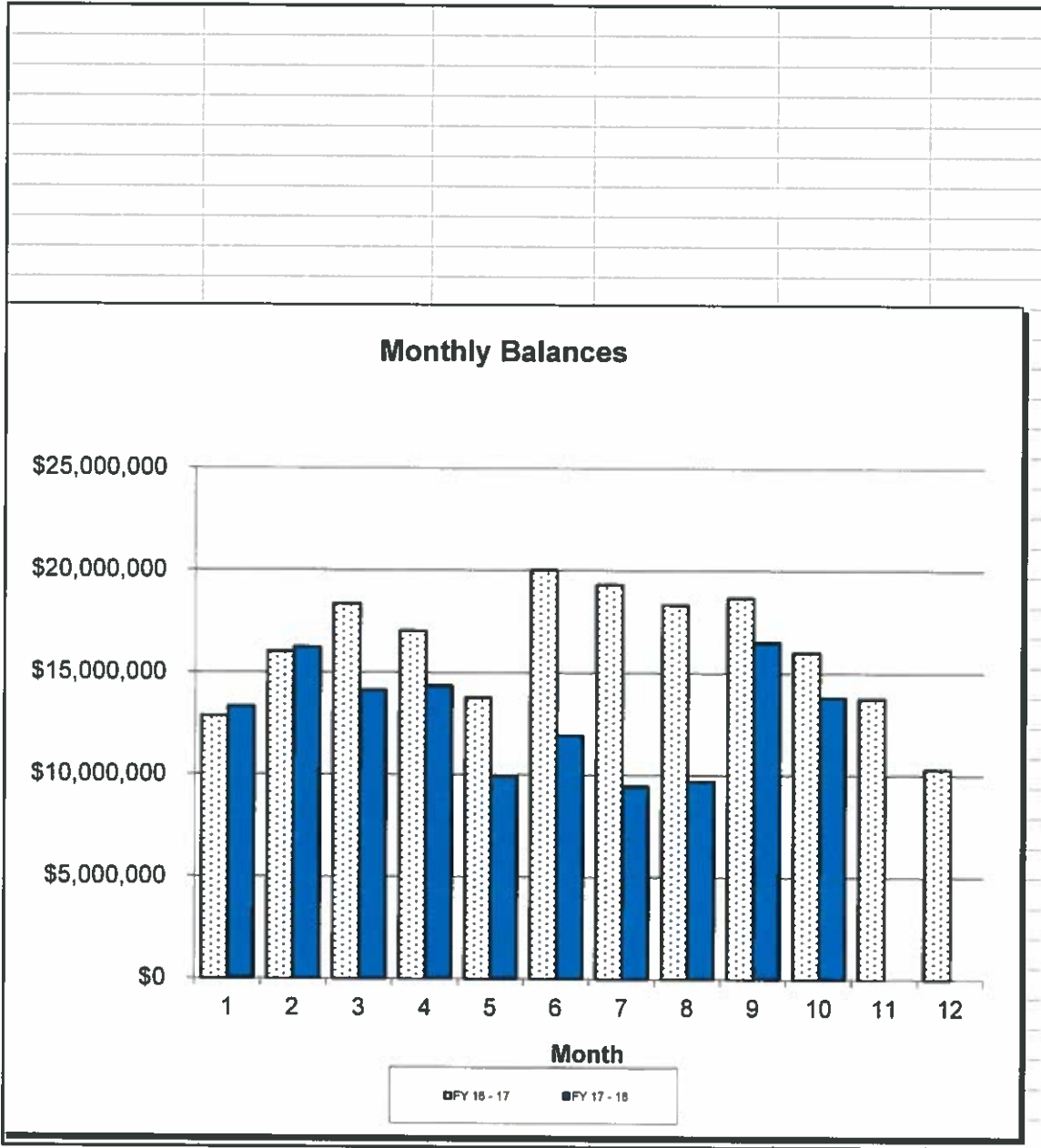
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	14%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	4,685,772.67	0.00	4,685,772.67	34%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	7,144,658.90	0.00	7,144,658.90	52%
	Total	13,815,534.47	0.00	13,815,534.47	100%
	Average %	2.17			

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	16,227,947	2.09
September	18,366,749	2.05	14,124,024	2.01
October	17,018,830	2.07	14,347,404	2.26
November	13,780,694	2.31	9,895,293	2.21
December	20,017,795	2.36	11,923,377	2.14
January	19,304,224	2.37	9,444,726	2.24
February	18,331,621	2.39	9,703,650	2.23
March	18,664,543	2.37	16,507,053	2.25
April	16,006,391	2.33	13,815,534	2.17
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 June, 2018.

For Board Action in June, 2018.

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

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

PROPOSAL SUMMARY

[Empty box for Proposal Summary]

ESTIMATED COST OR BENEFIT

[Empty box for Estimated Cost or Benefit]

JUSTIFICATION OF ACTION

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

MOTION

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

Education Fund	\$2,318,774.49
Operation & Maintenance Fund	378,444.63
Operation & Maintenance Restricted Fund	59,800.20
Auxiliary Enterprise Fund	149,202.68
Restricted Funds	309,353.42
Audit	10,000.00
Special Levies Fund	109,131.90
Flex Plan Fund	<u>5,539.35</u>
Total	\$3,340,246.67

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

APPROVALS

Jim Kellert 6/7/18
 Controller/Treasurer

Maria Garcia 6/7/18
 Vice President

Don Manning 6/7/18
 President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VI.C

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

To accept the bids of the lowest vendors for the purchase of athletic uniforms and supplies.

ESTIMATED COST OR BENEFIT

\$63,186.86

JUSTIFICATION OF ACTION

The uniforms and supplies are needed for the 2018-2019 athletic season. (Strategic Direction, 2 SSC2.6: Engage students in all aspects of their college experience.)

MOTION

To accept the bids of BSN Sports, Dallas, Texas, \$20,091.11; Eastbay, Wausau, Wisconsin, \$1,711.93; Lansing Sports, Lansing, Illinois, \$40,538.38 and Riddell, Elyria, Ohio, \$845.44 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)

Originator

5/15/18
Date

Appropriate Dean/Vice President

5/16/18
Date

President

6/6/18
Date

Athletic Uniform and Supply Bid
Bid Opening May 17, 2017

	QTY	ITEM	BSN		Eastbay		Lansing Sports		Riddell
		BASEBALL							
1	36 Dz	Baseballs					\$ 2,336.04	L	
2	1	Aluminum Bat	\$ 307.24				\$ 219.90	L	
3	36	Baseball Hats	\$ 720.00		\$ 683.64		\$ 556.20	L	
4	36	Baseball hats	\$ 720.00		\$ 683.64		\$ 556.20	L	
5	36	Knit Hats					\$ 462.60	L	
6	2	Catching helmets	\$ 228.44		\$ 251.98		\$ 107.98	L	
7	1	Catchers Equipment					\$ 259.98	L	
8	1	Catchers masks					\$ 109.88	L	
9	1	Bat Bag					\$ 99.90	L	\$ 16.57 S
10	36	Belts					\$ 467.64	L	\$ 494.64 S
11	3 Dz	Rag Balls	\$ 130.71				\$ 119.70	L	
12	1	Equipment Bag					\$ 99.89	L	\$ 19.00 S
13	12	Travel Bags			\$ 239.88	S	\$ 654.00	L	
14	4	Coaches Sweatshirts	\$ 160.00	L			\$ 199.56		
15	36	Fleeces					\$ 1,436.04	L	\$ 253.44 S
16	24	Under Armour Pants					\$ 1,797.36	L	
17	24	Under Armour Pants					\$ 1,797.36	L	
18	36	Batting Practice Tops					\$ 1,760.04	L	
19	12	Tag custom pinstripe pants					\$ 779.76	L	
20	36	Baseball Pants					\$ 1,436.04	L	
21	36	Baseball Pants					\$ 1,436.04	L	
22	36 pair	Gym shorts	\$ 1,080.00				\$ 891.00	L	\$ 260.28 S
23	36 Pr	Gym Shorts	\$ 1,080.00				\$ 891.00	L	\$ 314.28 S
24	36	Dri Fit Short Sleeve	\$ 504.00		\$ 395.64		\$ 359.64	L	\$ 336.60 S
25	36	Dri-Fit Shirts Short sleeve	\$ 504.00		\$ 395.64		\$ 359.64	L	\$ 336.60 S
26	36	Dri-Fit Long Sleeve	\$ 648.00		\$ 575.64		\$ 431.64	L	\$ 325.44 S
27	36	Dri-Fit Long Sleeve	\$ 648.00		\$ 575.64		\$ 431.64	L	\$ 325.44 S
28	40 bgs	Chalk	\$ 549.98	L					
29	12	Book bags	\$ 600.00				\$ 597.00	L	
30	1	Steel mat mop	\$ 104.32	L					
31	36 Pr	Solid Sock			\$ 81.00	L	\$ 117.00		\$ 161.28
32	18	Batting Helmets	\$ 544.14		\$ 629.82	S	\$ 520.02	L	
33	1	Set Bases	\$ 217.84	L			\$ 219.49		\$ 123.38 S
34	40 Bgs	Hill topper Clay							
35	1	Dig out tool	\$ 3.16	L			\$ 8.95		\$ 4.83
36	50 Bgs	Turface Dry	\$ 744.00	L					

Athletic Uniform and Supply Bid
Bid Opening May 17, 2017

	QTY	ITEM	BSN		Eastbay	Lansing Sports		Riddell	
37	1	Drag Mat	\$ 68.92	L				\$ 296.10	
38	1	Hand nail drag	\$ 262.46	L					
39	1	Base Screen	\$ 354.82			\$ 179.79	L	\$ 347.60	
40	1	Pro L Screen	\$ 368.08			\$ 179.79	L	\$ 630.01	
41	1	Set Stickers							
		SOFTBALL							
42	10 Dz	Softballs	\$ 700.40			\$ 694.90	L		
43	20	Pants	\$ 700.00			\$ 695.00	L		
44	17	Pants	\$ 595.00			\$ 590.75	L		
45	25	Sweat shirts	\$ 1,000.00	L		\$ 1,118.75			
46	25	Short Sleeve T shirts	\$ 200.00	L/C		\$ 249.75		\$ 137.50	S
47	25	Long Sleeve T shirts	\$ 300.00	L/C		\$ 299.75		\$ 176.00	S
48	25	Cold Gear	\$ 800.00	L	\$ 999.75	\$ 818.75			
49	25	Stocking Caps	\$ 375.00			\$ 324.75		\$ 318.75	L
50	25	Ear Warmers	\$ 375.00			\$ 247.25	L		
51	8	Hats	\$ 160.00			\$ 111.92	L		
52	1	Louisville Slugger Bat	\$ 275.36	L		\$ 329.95			
53	1	DeMarini Bat	\$ 311.59	L		\$ 369.95			
54	20	Visors	\$ 300.00			\$ 199.80	L		
55	15	Stir ups			\$ 56.25	L \$ 112.35		\$ 61.95	
56	2 pks	Softball Scoresheets	\$ 26.96					\$ 24.94	L
57	75 Ct	Line-up Cards						\$ 501.75	L
58	10	Holloway Jackets	\$ 450.00	L	\$ 599.90	\$ 588.90		\$ 487.20	
59	60	Socks			\$ 195.00	\$ 195.00	L	\$ 154.20	S
60	24	Tops	\$ 840.00	L	\$ 959.76	\$ 852.00			
61	24	Pants	\$ 720.00	L	\$ 911.76	\$ 852.00			
62	8	Allyson Tops/Pants				\$ 998.00	L	\$ 842.40	S
63	6	Under Armour Tops				\$ 448.50	L		
		VOLLEYBALL							
64	38	Asics Spandex shorts	\$ 684.00	L					
65	40	Asics Socks	\$ 240.00	L					
66	22	Asics Pants	\$ 770.00	L					
67	20	Asics Knee Pads	\$ 360.00	L					
68	26	Warm up shirts	\$ 312.00	L		\$ 350.74			
69	22	Warm up jackets	\$ 990.00	L					
70	3	Asics Coach shirts							



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: May 10, 2018
Subject: Athletic Uniforms and Supplies

On April 5, 2018 we mailed requests for bids for athletic uniforms and supplies to eleven (11) vendors. Our legal requirement to advertise was satisfied through notices placed in *The Chicago Tribune*. We had four (4) responses and a public opening was held on April 18, 2018 at 10:00 AM with the results being read aloud. A breakdown of the bids is attached.

The College has either done business with or checked the references of the successful vendors and found all experiences and references to be satisfactory. We therefore, recommend acceptance of the bids in the amount of \$63,186.86 for the purchase of athletic uniforms and supplies.

Athletic Uniform and Supply Bid
 Bid Opening May 17, 2017

	QTY	ITEM	BSN		Eastbay	Lansing Sports		Riddell	
71	3	Asics Coach jackets	\$ 135.00	L					
72	3	Asics Coach Packable jacket							
73	15	Tachikara volleyballs	\$ 725.70			\$ 697.35	L	\$ 613.35	S
WOMEN'S BASKETBALL									
74	25	Russell T-Shirts	\$ 200.00			\$ 169.75	L	\$ 100.75	S
75	20	Russell Practice Shorts	\$ 400.00			\$ 337.80	L	\$ 137.40	S
76	20	Russell Reversible Jerseys	\$ 600.00			\$ 575.80	L	\$ 343.00	S
77	12	Coaching Game Shirts				\$ 443.88	L		
78	4	Jackets				\$ 319.56	L		
79	20	Uniform Jerseys & Shorts	\$ 1,800.00			\$ 1,497.80	L		
80	20	Fleece Colorblock Hood and Pant	\$ 800.00	L		\$ 975.80			
81	32	Ankle Braces	\$ 1,082.88			\$ 1,048.00	L		
82	20	Back Packs	\$ 700.00	L		\$ 717.80			
83	8	Quarter Zip Pullover	\$ 320.00	L		\$ 358.00			
84	2	Scorebooks	\$ 5.72	L		\$ 11.50		\$ 9.88	
85	10	Basketballs	\$ 514.80	L		\$ 557.50		\$ 588.00	S
86	20	Jump Ropes	\$ 18.40	L		\$ 97.80			
87	1	Dry Erase Board	\$ 5.22	L		\$ 10.88		\$ 7.00	
MEN'S BASKETBALL									
88	6	Basketballs	\$ 308.88	L		\$ 334.50		\$ 378.00	S
89	40	Reversible Jerseys	\$ 1,200.00		\$ 759.60	S	\$ 1,070.00	L	\$ 550.00 S
90	40	Practice Shorts	\$ 800.00		\$ 439.60	S	\$ 739.60	L	\$ 348.00 S
91	32	T-Shirts	\$ 256.00			\$ 191.36	L	\$ 128.96	S
92	2	Scorebooks	\$ 5.72	L	\$ 13.98	\$ 11.50		\$ 9.88	
93	7	Coaching Shirts	\$ 245.00		\$ 251.93	\$ 236.25	L		
94	7	Short Sleeve Coaching Shirts	\$ 245.00		\$ 237.93	\$ 236.25	L		
95	7	Winter Jackets				\$ 559.23	L		
96	7	Coaching Shorts	\$ 210.00			\$ 202.16	L		
97	20	Jerseys	\$ 1,000.00		\$ 699.80	S	\$ 795.00	L	
98	20	Shorts	\$ 800.00		\$ 519.80	S	\$ 595.00	L	
99	20	Jerseys	\$ 1,000.00		\$ 699.80	S	\$ 795.00	L	
100	20	Shorts	\$ 800.00		\$ 519.80	S	\$ 595.00	L	

Athletic Uniform and Supply Bid
Bid Opening May 17, 2017

	QTY	ITEM	BSN		Eastbay	Lansing Sports	Riddell		
101	25	Warm-up Jackets/Pants	\$ 1,625.00	L	\$ 1,999.75	S \$ 1,694.75			
102	25	Fleece Sweat Suits	\$ 1,500.00			\$ 1,247.50	L		
103	40	Ankle Braces	\$ 1,353.60			\$ 1,339.60	L		
104	32	Long Sleeve T-Shirts	\$ 576.00		\$ 511.68	\$ 479.68	L	\$ 225.28	S
105	2	Dry Erase Boards	\$ 10.44	L		\$ 21.76		\$ 14.00	
106	20	Large Back Packs	\$ 700.00	L	\$ 1,259.80	\$ 775.80			
107	20	Shooting shirts	\$ 800.00		\$ 699.80	L \$ 715.00			
108	25	Winter hats	\$ 375.00		\$ 374.75	\$ 293.75	L	\$ 318.75	
109	1	Agility Ladder	\$ 89.04	S				\$ 60.48	S
		MEN'S SOCCER							
110	26	T-Shirts	\$ 182.00		\$ 181.74	\$ 129.74	L	\$ 104.78	S
111	26	Sweatshirts	\$ 520.00	L		\$ 572.00			
112	26	Knit Hats	\$ 390.00		\$ 389.74	\$ 259.74	L	\$ 331.50	
113	26	Compression Mock	\$ 832.00	L	\$ 1,091.74				
114	48 Pr	Socks	\$ 432.00		\$ 383.52	L			
115	3	Goalkeeper Jersey	\$ 180.00	L	\$ 149.97	S			
116	3Pr	Socks	\$ 27.00	L	\$ 23.97	S			
116	29	Warm-up Pants	\$ 1,160.00	L	\$ 840.71	S			
117	2	Goals							
118	8	Polo's	\$ 360.00	L	\$ 335.92	S			
119	4	Jackets	\$ 360.00	L	\$ 227.96	S			
120	6	Soccer Balls							
121	10	Practice Balls							
		WOMEN'S SOCCER							
122	22	Russell Sweatshirts	\$ 440.00	L		\$ 522.50			
123	25	Russell T-Shirts	\$ 200.00			\$ 168.75	L	\$ 100.75	S
124	6	Nike Polo Shirts	\$ 270.00	L	\$ 251.94	S			
125	44 Pr	Nike Soccer Socks	\$ 396.00		\$ 351.56	L			
126	3	Jackets	\$ 270.00	L	\$ 170.97	S			
127	22	Nike Jerseys	\$ 858.00	L	\$ 703.78	S			
128	22	Nike Shorts	\$ 440.00	L	\$ 307.78	S			
129	10	Practice Balls	\$ 278.80	L					
130	20	Nike Scrimmage Vest	\$ 200.00		\$ 139.80	L			
131	40	Assorted Color Disks							
132	2	Ball Bags							
133	4	Pugg Goals	\$ 250.76	L					

Athletic Uniform and Supply Bid
 Bid Opening May 17, 2017

	QTY	ITEM	BSN		Eastbay	Lansing Sports	Riddell
134	32	Agility Poles					
		General Sports					
135	12	No Whip Nets	\$ 22.32	L		\$ 77.88	\$ 37.08
136	10 Dz	Towels	\$ 200.80	L			
		Vendor Total	\$ 20,091.11		\$ 1,711.93	\$ 40,538.38	\$ 845.44
		L=low vendor meeting specifications					
		S= substitution					
		C= Combined as set					



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VI.D

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

To accept the bid of the lowest qualified contractor for the Roof Coating and Related Work, Phase I project, utilizing bond funds.

ESTIMATED COST OR BENEFIT

\$391,706.00

JUSTIFICATION OF ACTION

This action supports Strategic Direction SSC.2.21, to provide an attractive, safe, healthy, and welcoming learning environment for all students.

MOTION

To accept the bid of DCG Roofing Solutions, Melrose Park, Illinois in the base bid amount of \$391,706.00 for the Roof Coating and Related Work, Phase I project, utilizing bond funds.

Approvals:

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

	<u>5/24/18</u>
Originator	Date
	<u>5/24/18</u>
Appropriate Vice President	Date
	<u>6/6/18</u>
President	Date



South Suburban College

"Our Mission is to Serve our Students and the Community through lifelong learning."

MEMORANDUM

To: Don Manning
From: Martin Lareau
Date: May 22, 2018
Subject: Roof Coating and Related Work, Phase I

On May 7, 2018, Mr. Planera made available requests for the Roof Coating and Related Work, Phase I project. Our legal requirement to advertise was satisfied through notices placed in *The Chicago Tribune*. We had five (5) responses and a public opening was held on May 22, 2018 at 10:00 A.M. with the results being read aloud. A breakdown of the bids follows.

After consulting with the college architect (see letter attached), it is our recommendation to accept the bid of DCG Roofing Solutions, Melrose Park, Illinois, for the base bid in the amount of \$391,706.00 for the Roof Coating and Related Work, Phase I utilizing bond funds.

Vendor	Base Bid	
All American Exterior Solutions Lake Zurich, Illinois	\$661,000.00	
DCG Roofing Solutions Melrose Park, Illinois	\$391,706.00	L
J.L. Adler Roofing & Sheet Metal Joliet, Illinois	\$504,800.00	
Knickerbocker Roofing & Paving Harvey, Illinois	\$486,000.00	
R.B. Crowther Morris, Illinois	\$490,850.00	

L= low vendor meeting specifications

Planera Architects

18225 Morris Ave, Homewood, IL 60430
P 708-747-3600 F 708-747-3650
www.planeraarchitects.com

May 23, 2018

Mr. Justin Papp, Director of the Physical Plant
South Suburban College
15800 S. State St.
South Holland, IL 60473

Re: Roof coating and Related Work – Phase 1
Job No. 18-510-04

Dear Mr. Papp:

We recommend the project be awarded to the lowest responsible bidder, DCG Roofing Solutions Inc.,
Des Plaines, IL 60016, in the Base Bid amount of \$391,706.00

Please do not hesitate to call should you have any questions.

Respectfully,

Planera Architects



Michael Ilko, Architect

Enclosure: Bid Tally Sheet

cc: Laurie Czulno, SSC



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VI.E

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Annually we are required to submit the College Capital Resource Allocation Management Plan (RAMP) for capital requests for the ICCB funding.

ESTIMATED COST OR BENEFIT

The possible benefit to the College is \$76,297,900. The College is required to match 25% of the total cost of the projects in the amount of \$19,074,475.

JUSTIFICATION OF ACTION



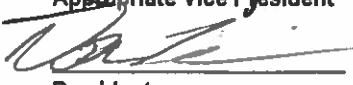
The ICCB requires the Board of Trustees to approve the College's capital RAMP requests for State funding. This action supports Strategic Direction SSC.2.17, to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move to accept the RAMP Proposal as presented.

- * 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

Approvals:

	<u>5/30/18</u>
Originator	Date
	<u>6/7/18</u>
Appropriate Vice President	Date
	<u>6/16/18</u>
President	Date

COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual(s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested project(s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB contacts to answer questions concerning the Capital RAMP requests.

Community College District 510/South Suburban College

Budget Year Request FY 2020

Capital RAMP Contact Person Justin Papp, Director of Physical Plant

Telephone Number 708-210-5727

ONE FORM ONLY

Fiscal Year 2020 Ramp

Community College Capital Requests

Programmatic Justification Narrative

District / College: 510 / South Suburban College

Project Name: Allied Health Addition

South Suburban College is requesting capital funds to build an addition to the current main campus structure as an allied health, child care, and education facility. This facility will service the district's constituents.

With more than 500,000 jobs added since the start of the recession, it's no surprise that allied health fields are forecasted to remain a key source of job growth. Jobs in inpatient and outpatient settings and nursing care facilities will be in high demand and the healthcare support industry (such as medical assistants, nursing and physical therapist assistants) are slated to experience 48% growth.

Involved with the delivery of health or related services, workers in allied health care fields include a cluster of health professions encompassing as many as 200 health careers. There are 5 million allied health care providers in the United States who work in more than 80 different professions representing approximately 60% of all health care providers. Yet, that number is no match to the number of allied health care workers that are needed to meet current and future needs in America .

Our current enrollment trends display a dramatic increase in allied health and nursing with over 25% of our total student population choosing career pathways in these fields. Allied Health and nursing positions in the area are in high demand and the health professional industries are requesting more assistance in staffing these positions. The shortage in this field requires an immediate response with increased educational programming and scheduling. We are developing new certifications in Health Information Technology, Speech Language Pathology Assistants and Community Health Worker Programs to expand health field opportunities for our students. But more needs to be done to address this problem.

With student enrollment in allied health education programs gaining momentum, major advancements in technology coupled with shifts in education audiences, learner profiles, campus

cultures, campus design and faculty development have spawned a new wave of trends that are dramatically affecting where and how allied health students learn. Understanding the dynamics of allied health trends begins by taking a brief look at a few of the societal and economic factors that have affected the educational landscape as a whole.

Economic Trends:

- * With the economy in a recession, the nations' workforce is being challenged to learn new skills or explore advanced training options.
- * The U.S. Labor Department estimates that with the current economic climate, nearly 40% of the workforce will change jobs every year. As a result, the demand for short, accelerated educational programs is on the rise.
- * With retirement being delayed until later in life, a "new age" of workers has emerged into the job market creating an older generation of students.

Societal Trends:

- * Adult learners are the fastest growing segment in higher education. Approximately 42% of all students in both private and public institutions are age 25 or older.
- * This highly competitive learning market allows educational institutions to specialize in meeting particular niches in the market.
- * The number of minority learners is increasing.
- * More women continue to enter the workforce – (57% of students are women).

Student / Enrollment Trends:

- * Students are seeking educational programs that meet their individual demographics, schedule and learning style.
- * More students are requiring flexibility in the educational structure to allow more time for other areas of responsibility.

Academic Trends:

- * According to the Chronicle of High Education, traditional college campuses are declining as for-profit institutions grow and public and private institutions continue to emerge.
- * Instruction is moving more toward diversified learner-centered versus self-directed, traditional classroom instruction.

* Educational partnerships are increasing as institutions share technology and information with other colleges, universities and companies to deliver cooperative educational programs.

* Emphasis is shifting from degrees to competency as employers place more importance on knowledge, performance and skills.

Technology Trends:

* Technology competency is becoming a requirement.

* Immense growth in Internet and technological devices.

* Institutional instruction will involve more computerized programs and simulations.

* Colleges will be required to offer the best technological equipment to remain competitive.

Classroom Environment Trends:

* Classroom environments are being designed to mirror real-life career settings.

* Flexible classroom settings geared for multi-instructional learning.

* Color, lighting, acoustics, furniture and design capitalize on comfortable learner-centered environments .

Even with the addition of many classes and creative scheduling strategies for optimal room utilization, we are still far from meeting the demand for courses in these fields. For example, last year we had over 200 students in the fall semester on a waiting list for additional nursing assistant slots, 50 students on waiting list for the radiologic technology program, etc. for a total of over 1000 students on waiting lists for additional classes. Feverish attempts were made to schedule and staff as many sections as possible to meet student needs; however, space restrictions for both classrooms and laboratories prevented us from significantly impacting this lengthy waiting list.

In addition to the allied health and nursing career fields, recent changes in the field of teacher education in Illinois and throughout the nation have opened up new responsibilities for community colleges. This has happened in several ways: 1) In Illinois, community colleges are playing a larger role in providing the education coursework which formerly was done only at four-year institutions. A new Associate of Arts degree in Teaching (ATT) is being formulated by ICCB for this purpose, and 2) The "No Child Left Behind" legislation has inundated our education program with requests from districts for coursework and training of their classroom paraprofessionals. South Suburban College is playing a significant role in providing teacher education opportunities. Curricular changes are being made for a new AAT degree and

affiliations with four-year institutions are underway for seamless educational programming for a Bachelors Degree in Education on our campus. Governors State University is working with South Suburban College so that students could complete the Bachelors Degree in Education on our main campus. All of these changes have created a need for additional classes, instructors and classroom space.

We are in dire need of additional classroom and laboratory space to accomplish our goal of providing more courses for allied health and education majors who will have immediate job placement opportunities within our district. But some students within our district will not be able to benefit from this proposal without child care assistance. Many talented individuals within the district are limiting their educational goals solely due to a lack of affordable child care facilities. Our affordable child care facility has seen a surge in enrollments consistent with our tremendous growth in students over the past few years. The facility no longer has enough space to accommodate this need. The proposed building addition attempts to address this problem with a new child care facility built in to manage a larger number of children.

The proposed child care facility also adds a new dimension to our teacher education program as it builds in a teaching space and observation space for our students to experience classroom techniques being utilized within the child care facility. So we envision the space to be an educational enhancement for our teacher education program as well as a service facility for district students. This dual purpose provides even more justification for the necessity, importance, and creative programming involved in the proposed building addition.

Fiscal Year 2020 Ramp
Community College Capital Requests

Scope of Work Narrative

District / College: 510 /South Suburban College
Project Name: Allied Health Addition

The general scope of this project entails building an additional 130,000 square foot facility on to the south end of the main building of South Suburban College. The new addition will accommodate our Allied Health Programs, such as, Nursing, License Practical Nursing, Radiology, Occupational Therapy, Pharmacy Technician, Medical Transcription, Phlebotomy, Medical Assistant, Medical Records, and Coding Specialist. The new addition will also accommodate an expanded Child Care facility.

The new addition will require classrooms, laboratories, offices for faculty, study areas and support facilities. Since this is new construction, this project will require all basic infrastructure needs for a new building. The college architects have drafted a preliminary proposal that includes breakdowns for general construction, mechanical systems, lighting, site grading, storm water retention, sewers, paving for additional parking and landscaping, that will meet the needs of our students, faculty and staff needs.

All construction will meet ADA state and federal requirements, as well as local and state construction code requirements.

**TABLE 1
FISCAL YEAR 2020 CAPITAL PROJECT REQUEST**

DISTRICT/COLLEGE:	510/SOUTH SUBURBAN COLLEGE	DISTRICT PRIORITY NUMBER	1	OUT OF	2
PROJECT NAME AND/OR DESCRIPTION	ALLIED HEALTH ADDITION	Check one:			
NEW FACILITIES CONSTRUCTION/ACQUISITION	<input checked="" type="checkbox"/> (Complete Table 2)	NEW REQUEST			
REMODELING/REHABILITATION PROJECT	<input type="checkbox"/> (Complete Table 2)	REQUESTED PREVIOUSLY	<input checked="" type="checkbox"/>		
OTHER	<input type="checkbox"/> (Complete Table 2 or provide additional information per instructions)				

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
LAND	14,190.0	4,730.0	18,920.0	33,556.1	11,185.4	44,741.4				47,746.1	15,915.4	63,661.4
EQUIPMENT												
UTILITIES												
REMODELING & REHABILITATION	810.0	270.0	1,080.0							810.0	270.0	1,080.0
SITE IMPROVEMENTS	15,000.0	5,000.0	20,000.0	33,556.1	11,185.4	44,741.4				40,556.1	16,185.4	56,741.4
PLANNING												
TOTAL												

* Describe prior year funding and/or future year funding in the scope statement section using the requested format. State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	44,741	MATCHING CONTRIBUTION	\$	
TOTAL COMPLETED PROJECT COST	\$	64,741	(See Item 10 in Section I of this Manual)		
DESIRED PROJECT START DATE		Aug-21	LOCAL FINANCING SOURCE		
ESTIMATED COMPLETION DATE		Aug-23	AVAILABLE FUND BALANCE	\$	
ESTIMATED OCCUPANCY DATE		Aug-23	ICCB CONSTRUCTION CREDIT \$		2,220
ESTIMATED ANNUAL OPERATING COST	\$		DEBT ISSUE (if any)	\$	13,965
			DATE OF APPROVAL		
			OTHER (please specify)	\$	
			TOTAL	\$	16,185

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 2
FY 2020 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

Space Type	FICM Codes	PART A			PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY			ACREAGE SUMMARY	
		REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE	(Land Acquisition)	Number of Acres Requested in Budget Year	
		Net Assignable Square Feet (NASE)	Space Prior to Remodeling	Space After Remodeling	1 Landscaped Ground	2 Physical Education and Athletic Fields
Classrooms	110 thru 115	46,920				
Laboratory	210 thru 255	21,480				
Office	310 thru 355	3,800				
Study	410 thru 455					
Special Use	510 thru 590					
General Use: Assembly and Exhibition Other General Use	610 thru 625 630 thru 685	9,100				
Support Facilities	710 thru 765					
Health Care	810 thru 895					
Unclassified						
TOTAL NASF #		81,300				
TOTAL GSF* #						

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION—ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 3
FY 2020 BUILDING BUDGET ESTIMATION FORM**

District/College 510/SOUTH SUBURBAN COLLEGE
Location 15800 SOUTH STATE STREET, SOUTH HOLLAND ILLINOIS 60473
Project Name ALLIED HEALTH ADDITION

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
Classrooms	46,920	1.5	70380	342.14	\$24,079.8
Laboratory	21,480	1.64	35227.2	405.32	\$14,278.3
Office	3,800	1.7	6460	354.19	\$2,288.1
General Use	9,100	1.9	17290	408.97	\$7,071.1
1. Base Total	81300		129357.2		\$47,717.3
2. Added Costs (sum of added cost components identified separately below)					\$2,863.0
LEED design cost up to 6% of line 1					\$2,863.0
Green Building Design/LEED Certification Level _____ (Silver, Gold, Platinum)					
Other added costs:					
3. Base Cost	81300		129357.2		\$50,580.3

4. Escalation (estimate of cost increase from the time of appropriation to the bid date --assumes appropriation is received at July 1, 2018) 1,315.1

Expected Bid Date: July 1, 2019 Number of Months to Bid Date: 12
 Annual Percentage (Allowable per annum inflation) from regional rate tables 0.026
 (Enter annual rate as a decimal in cell J35; i.e. 2.9% as .029)

(inflation rate and number of months to bid are estimates and for purposes of calculating estimated costs will be standardized at 12 months to bid)

5. Escalated Building Budget (Line 3 plus Line 4) \$51,895.4

6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10) \$57,084.9

7. Adds:

a. A/E Fees 0.08 % (use rate in E45 unless justification for another rate) \$4,566.8

b. On-Site Observation Number of Month 18 \$1,121.7

c. Reimbursable Expenses _____

d. Art in Architecture one-half of one percent (Multiply Line 6 by .005) \$285.4

e. Other Adds CDB 3% ADMIN Fee \$1,682.6

f. Sub-total Adds (Lines 7a through 7e) \$7,656.5

8. Total Building Budget (Line 6 plus Line 7f) \$64,741.4

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense _____

Source of Cost Estimate: _____

Date of Cost Estimate: _____

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of South Suburban Community College, District # 510, meeting in their regular session on June 14th, 2018, with a quorum present, officially authorized the submission of the attached Fiscal Year 2020 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: Allied Health Addition

Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	\$
2. Protection, Health, and Safety Tax Levy	\$
3. Protection, Health, and Safety Bond Proceeds	\$
4. Other Debt Issue	<u>\$16,185,400</u>
5. State Certified Construction Credits (remaining from 1987)	\$
6. Other (Please specify) _____	\$
TOTAL LOCAL MATCH	<u>\$16,185,400</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

Fiscal Year 2020 Ramp
Community College Capital Requests

Programmatic Justification Narrative

District / College: 510 / South Suburban College
Project Name: Parking Lot / Roadway and Storm Water
Management Improvements

The functional relationship between the project and instruction is the level of customer service provided to the students. Studies indicate that the physical environment impacts, not only the institution's ability to market itself, but also, the comfort level of students who chose to attend the institution.

The majority of the parking lots and roadways are approximately 20+ years old. The soil beneath the lots and roadways is relatively unstable because of the fact that South Suburban College is located in an area of very high water table. Obviously this is not a good condition for developing asphalt paving systems. In addition, drainage systems for the area are inadequate to compensate for the storm water management required for this relatively impervious site. These surfaces have been subjected to extreme freeze / thaw cycles, plowing, salting, ultra violet radiation exposure and heavy traffic. Due to age and conditions of the parking lots and roadways and what they have been subjected to, they are in need of repair.

Another related concern to developing the aforementioned parking lots is resolving the storm water management and detention requirements by law. These items need to be addressed and resolved in accordance with the ordinances of the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC).

Many students and staff members have complained about the conditions of the road and parking lot conditions. Not only are the surfaces unsightly, they present dangerous conditions. Pedestrian traffic has to navigate uneven surfaces and potholes. Even though remedial action to patch these adverse conditions is continually being applied, the deterioration is verging on or has attained failure.

The storm water management – detention cannot be avoided any longer. Inadequate drainage conditions often lead to flooding. Potholes and rough surfaces can damage vehicles as well as having the pedestrian liabilities.

Fiscal Year 2020 Ramp
Community College Capital Requests

Scope of Work Narrative

District / College: 510 / South Suburban College
Project Name: Parking Lot / Roadway and Storm Water Management
Improvements

Full Name of Building (If remodeling): N/A
Exact Location (Including Address and City):
15800 South State Street, South Holland, Illinois 60473 (Main Campus)

This Project will be the culmination of updating and developing of the Storm water management – detention most recently developed and applied for permitting in 1995 with MWRDGC. Using the historical storm water and flood control submittals to the MWRDGC for Thornton Community College, currently South Suburban College, the following scope has been developed.

Planning and development will be refined as originally intended when the ICCB recommended and CDB approved ICCB project no. C-0021-0700 (CBD no. 810-094-18) funds are obligated. This may or may not cause some adjustment to the following scope.

Storm Water Management:

Wetland flood plain improvements and expansion Schaaps Slough (North Creek):

This is to aid in controlled release rates of storm water run-off as well as maintaining the designated wetland to its proper state and area.

Drainage Systems:

This would involve the installation of piping systems to divert rainwater away from flood prone areas.

Detention Ponds:

Addition of at least two more ponds to detain stormwater and control the release of stormwater into the storm water systems governed by the MWRDGC and possibly the Army Corp of Engineers who may have jurisdiction over Schaaps Slough (SSC North Creek)

Mechanical Dumping Systems

Lift stations may require re-grading to divert excess water into drainage systems and detention ponds.

Originally Designed Main Building Roof Detention: (to be re-investigated).

Parking Lots and Roadways:**Demolition:**

Demolish and remove damaged concrete, asphalt and curbing, The material will be taken off site. If possible, the material will be recycled and used on the project.

Drainage Systems:

Rainwater runoff systems will be installed to divert water away from the new surfaces. Detention ponds will be built, as needed, to meet local and state guidelines for stormwater management.

Base System:

Re- contouring of the paving bases to permit proper run-off and some storm water release control.

Asphalt and Concrete Curbing and Walkways:

Road, parking lot surfaces and curbs will be installed according to architect recommendations.

Landscaping:

Areas incorporated within the parking lots for aesthetic as well as functional parts of the storm water management.

Striping and Painting:

Heavy-duty weather resistant paint will be applied.

Lighting Upgrades and Additions:

Upgrading of aged existing lighting fixtures and the addition of new fixtures to provide additional safety will be accomplished.

**TABLE 1
FISCAL YEAR 2020 CAPITAL PROJECT REQUEST**

DISTRICT/COLLEGE: 510 / SOUTH SUBURBAN COLLEGE

PROJECT NAME AND/OR DESCRIPTION: PARKING LOT / ROADWAY AND STORM WATER MANAGEMENT IMPROVEMENTS

Check one:
 (Complete Table 2) NEW REQUEST
 (Complete Table 2 or provide additional information per instructions) REQUESTED PREVIOUSLY

2 OUT OF 2

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES* BLDGs, ADDITIONS, AND/OR STRUCTURES LAND EQUIPMENT UTILITIES REMODELING & REHABILITATION SITE IMPROVEMENTS PLANNING TOTAL	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
				8,667.4	2,889.1	11,556.5				8,667.4	2,889.1	11,556.5
TOTAL				8,667.4	2,889.1	11,556.5				8,667.4	2,889.1	11,556.5

**Describe prior year funding and/or future year funding in the scope statement section using the requested format. State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits*

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	11,557	MATCHING CONTRIBUTION	\$	2,889
TOTAL COMPLETED PROJECT COST	\$	11,557	(See item 10 in Section I of this Manual)		
DESIRED PROJECT START DATE		June, 2021	LOCAL FINANCING SOURCE		
ESTIMATED COMPLETION DATE		June, 2024	AVAILABLE FUND BALANCE	\$	
ESTIMATED OCCUPANCY DATE		August, 2024	ICCB CONSTRUCTION CREDIT \$		
ESTIMATED ANNUAL OPERATING COST	\$		DEBT ISSUE (if any)	\$	
			DATE OF APPROVAL		
			OTHER (please specify)	\$	
			TOTAL	\$	2,889

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 2
FY 2020 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

PART A		PART B	
NET ASSIGNABLE SQUARE FOOTAGE SUMMARY		ACREAGE SUMMARY (Land Acquisition)	
REQUEST FOR NEW FACILITIES		Number of Acres Requested in Budget Year	
Space Type	FICM Codes	Request for New Facilities	Acres
Classrooms	110 thru 115	Net Assignable Square Feet (NASF)	
Laboratory	210 thru 255	Space Prior to Remodeling	
Office	310 thru 355	Space After Remodeling	
Study	410 thru 455		
Special Use	510 thru 590		
General Use: Assembly and Exhibition Other General Use	610 thru 625 630 thru 665		
Support Facilities	710 thru 765		
Health Care	810 thru 895		
Unclassified			
TOTAL NASF #			
TOTAL GSF* #			

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

PARKING LOT AND STORM WATER MANAGEMENT REQUIRED IMPROVEMENTS	
Wetland/Flood Plain Development	480000 GSF
Rebuilding Parking Lots-Demo, Base, Paving	831000 GSF
Rebuilding Parking Lots-subgrade drainage	831000 GSF
Rebuilding Parking Lots-stabilization fabric	12254 LF
Rebuilding Parking Lots-concrete work per LF	30 EACH
Rebuilding Parking Lots-Lighting per Each	21000 GSF
Mechanical Stormwater Lift Stations	1 EACH
Ponds 3 and 4	79000 GSF

**TABLE 3
FY 2020 BUILDING BUDGET ESTIMATION FORM**

District/College: SOUTH SUBURBAN COLLEGE
 Location: 15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS 60473
 Project Name: PARKING LOT / ROADWAY AND STORM WATER MANAGEMENT IMPROVEMENTS

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
<i>input field</i>	<i>input field</i>	<i>input field</i>	<i>formula field</i>	<i>input field</i>	
1.9*1.1173	480000	1	480000	1.9874	\$954.0
Rebuilding Parking Lots-Demo, Base, Paving	831000	1	831000	5.1254	\$4,259.2
Rebuilding Parking Lots-subgrade drainage	831000	1	831000	0.569024	\$472.9
Rebuilding Parking Lots-stabilization fabric	831000	1	831000	1.135956	\$944.0
Rebuilding Parking Lots-concrete work per LF	12254	1	12254	39.8526	\$488.4
Rebuilding Parking Lots-Lighting per Each	30	1	30	9107.522	\$273.2
Rebuilding Parking Lots-Landscaping	21000	1	21000	4.5501	\$95.6
Mechanical Stormwater Lift Stations	1	1	1	853625.956	\$853.6
Ponds 3 and 4	79000	1	79000	1.991584	\$157.3
1. Base Total	3085285		3085285		\$8,498.1
2. Added Costs (sum of added cost components identified separately below)					\$509.9
LEED design cost up to 6% of line 1					\$509.9
Green Building Design/LEED Certification Level _____ (Silver, Gold, Platinum)					
Other added costs:					
3. Base Cost	3085285		3085285		\$9,008.0

4. Escalation (estimate of cost increase from the time of appropriation to the bid date) _____ 414.4
 --assumes appropriation is received at July 1, 2018).

Expected Bid Date: July 1, 2019 Number of Months to Bid Date: 12
 Annual Percentage (Allowable per annum inflation) from regional rate tables 0.046
 (Enter annual rate as a decimal in cell J35; i.e. 2.9% as .029)
 (inflation rate and number of months to bid are estimates and for purposes of calculating estimated costs will be standardized at 12 months to bid)

5. Escalated Building Budget (Line 3 plus Line 4) _____ \$9,422.3

6. Escalated Building Budget
 Plus 10% Contingency (Line 5 multiplied by 1.10) _____ \$10,364.6

7. Adds:

a. A/E Fees 0.08 % (use rate in E45 unless justification for another rate) _____ \$829.2

b. On-Site Observation
 Number of Months _____ Days per Week _____

c. Reimbursable Expenses _____

d. Art in Architecture
 one-half of one percent (Multiply Line 6 by .005) _____ \$51.8

e. Other Adds CDB 3% Admin Fee _____ \$310.9

f. Sub-total Adds (Lines 7a through 7e) _____ \$1,191.9

8. Total Building Budget (Line 6 plus Line 7f) _____ \$11,556.5

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense _____

Source of Cost Estimate: A/E - Planera Architects
 Date of Cost Estimate: 29-May-18

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of South Suburban Community College , District # 510 , meeting in their regular session on June 14th, 2018 , with a quorum present, officially authorized the submission of the attached Fiscal Year 2020 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: Parking Lot/Roadway and Storm Water Management Improvements

Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	\$
2. Protection, Health, and Safety Tax Levy	\$
3. Protection, Health, and Safety Bond Proceeds	\$
4. Other Debt Issue	<u>\$2,889,000</u>
5. State Certified Construction Credits (remaining from 1987)	\$
6. Other (Please specify)_____	\$
TOTAL LOCAL MATCH	<u>\$2,889,000</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District



0 SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VI.F

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Each year, the Board of Trustees must adopt a resolution setting forth the prevailing wage rates compiled by the Illinois Department of Labor. Once adopted, this resolution will be filed with the Illinois Secretary of State.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Officers, representatives or agents of a public body who willfully fail to comply with this requirement will be assessed penalties. This action supports Strategic Direction SSC.2.17, to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move that the Board of Trustees adopt the attached resolution setting forth the prevailing wage rates for laborers, workers and mechanics employed on public works of Community College District No. 510.

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

6/7/18
Date


President

6/14/18
Date

RESOLUTION

A RESOLUTION ADOPTING THE PREVAILING WAGE RATES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF COMMUNITY COLLEGE DISTRICT NO. 510 SOUTH SUBURBAN COLLEGE, COUNTY OF COOK, STATE OF ILLINOIS

WHEREAS the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, being 820 ILCS 130/1 et seq. (1993); formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq.; and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Community College District 510 investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Community College District employed in performing construction of public works for said Community College District;

WHEREAS, Section 4 of the Act provides that the Board may rely upon determinations made by the Illinois Department of Labor as to such prevailing wage rates.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 510, COUNTY OF COOK, STATE OF ILLINOIS,
AS FOLLOWS:**

Section 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or

any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general current prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under jurisdiction of this District is hereby ascertained to be the same as the prevailing rate of wages for construction work in Cook County area and as may be determined by the Department of Labor of the State of Illinois as of September 2017, copies of such determinations being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's September 2017 determination and apply to any and all public works construction undertaken by Community College District 510. The definition of any terms appearing in this Resolution which are also used in the aforesaid Act shall be the same as in said Act.

Section 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of this District to the extent required by the aforesaid Act.

Section 3: The Secretary of the Board of Trustees shall publicly post or keep available, for inspection by any interested party in the main office of this District, this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

Section 4: The Secretary of the Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination, state the particular rates and the particular class of workmen whose wages will be affected by such rates.

Section 5: The Secretary of the Board of Trustees shall promptly file a certified copy of this Resolution with both the Secretary of State, Index Division and the Department of Labor of the State of Illinois.

Section 6: Within thirty (30) days after the filing of a certified copy of this Resolution with the Secretary of State, the Secretary of the Board of Trustees shall cause to be published in a newspaper of general circulation within the area, a copy of this Resolution and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Section 7: This Resolution shall be in full force and effect upon its passage and approval as required by law.

**Passed by the Board of Trustees of South Suburban College, this 14th day of June, 2018 on
the Motion of Trustee _____ and seconded by Trustee _____ and the following roll call vote:**

AYES:

NAYS:

ABSENT:

APPROVED BY ME THIS 14th DAY OF JUNE, 2018.

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

ATTEST:

**Martin Lareau
Secretary to the Board**

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATE

I, _____, do hereby certify that I am the Secretary to the Board of Trustees, Community College District 510, (South Suburban College) County of Cook, State of Illinois; that the foregoing is a true and correct copy of a Resolution duly passed by the Board of Trustees of Community College District No. 510 entitled: **"A RESOLUTION ADOPTING THE PREVAILING WAGE RATES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF COMMUNITY COLLEGE DISTRICT NO. 510, SOUTH SUBURBAN COLLEGE, COUNTY OF COOK, STATE OF ILLINOIS,"** at a regular meeting held on the 14th day of June, 2017, the Resolution being a part of the official records of said Community College District No. 510.

DATE: This 14th Day of June, 2018.

Martin Lareau
Secretary to the Board of Trustees
Community College District No. 510,
South Suburban College, County of Cook,
State of Illinois

Prevailing Wage rates for Cook County effective Sept. 1, 2017												
Trade Title	Region	Type	Class	Base Wage	Fore- man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	14.65	12.32	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		37.46	39.96	1.5	1.5	2	11.62	11.06	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
CEMENT MASON	ALL	ALL		44.25	46.25	2	1.5	2	14.00	17.16	0.00	0.92
CERAMIC TILE FINISHER	ALL	BLD		38.56	38.56	1.5	1.5	2	10.65	11.18	0.00	0.68
COMM. ELECT.	ALL	BLD		43.10	45.90	1.5	1.5	2	8.88	13.22	1.00	0.85
ELECTRIC PWR EQMT OP	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRIC PWR GRNDMAN	ALL	ALL		39.39	55.50	1.5	1.5	2	9.12	13.02	0.00	2.43
ELECTRIC PWR LINEMAN	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRICIAN	ALL	ALL		47.40	50.40	1.5	1.5	2	14.33	16.10	1.00	1.18
ELEVATOR CONSTRUCTOR	ALL	BLD		51.94	58.43	2	2	2	14.43	14.96	4.16	0.90
FENCE ERECTOR	ALL	ALL		39.58	41.58	1.5	1.5	2	13.40	13.90	0.00	0.40
GLAZIER	ALL	BLD		42.45	43.95	1.5	1.5	2	14.04	20.14	0.00	0.94
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	ALL	ALL		47.33	49.33	2	2	2	14.15	22.39	0.00	0.35
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	14.65	12.32	0.00	0.50
LATHER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
MACHINIST	ALL	BLD		46.35	48.85	1.5	1.5	2	7.05	8.95	1.85	1.32
MARBLE FINISHERS	ALL	ALL		33.95	33.95	1.5	1.5	2	10.45	15.52	0.00	0.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MILLWRIGHT	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63

OPERATING ENGINEER	ALL	BLD	1	50.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	2	48.80	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	3	46.25	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	4	44.50	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	5	53.85	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	6	51.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	7	53.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	FLT	1	55.90	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	2	54.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	3	48.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	4	40.25	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	5	57.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	6	38.00	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	48.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	2	47.75	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	3	45.70	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	4	44.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	5	43.10	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	6	51.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	7	49.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
ORNAMNTL IRON WORKER	ALL	ALL		46.75	49.25	2	2	2	13.90	19.79	0.00	0.75
PAINTER	ALL	ALL		45.55	51.24	1.5	1.5	1.5	11.56	11.44	0.00	1.87
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIVER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2	10.05	17.85	0.00	2.12
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28
ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		43.50	46.98	1.5	1.5	2	11.03	23.43	0.00	0.78
SIGN HANGER	ALL	BLD		31.31	33.81	1.5	1.5	2	4.85	3.28	0.00	0.00

SPRINKLER FITTER	ALL	BLD		47.20	49.20	1.5	1.5	2	12.25	11.55	0.00	0.55
STEEL ERECTOR	ALL	ALL		42.07	44.07	2	2	2	13.45	19.59	0.00	0.35
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE MASON	ALL	BLD		45.49	49.49	1.5	1.5	2	10.65	13.88	0.00	0.86
TRAFFIC SAFETY WRKR	ALL	HWY		33.50	35.85	1.5	1.5	2	6.00	7.25	0.00	0.50
TRUCK DRIVER	E	ALL	1	35.60	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	2	35.85	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	3	36.05	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	4	36.25	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	W	ALL	1	35.98	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	2	36.13	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	3	36.33	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	4	36.53	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TUCKPOINTER	ALL	BLD		45.42	46.42	1.5	1.5	2	8.32	15.42	0.00	0.80

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. **ASBESTOS - MECHANICAL** - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scuffing equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, santonyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under: Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum;

Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types; Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.;

Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

TERRAZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.A.1

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the resignation of Geralyn Raimbault, Administrative Assistant II in the Allied Health/Career Programs area, effective June 28, 2018, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

Not applicable.

JUSTIFICATION OF ACTION

Please see the attached letter from Ms. Raimbault. 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 Geralyn Raimbault, Administrative Assistant II in the Allied Health/Career Programs area, effective June 28, 2018, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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

	5/17/18
Originator	Date
	6/11/18
Director of Human Resources	Date
	5/21/18
Appropriate Vice President	Date
	6/11/18
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.A.2

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees grant approval to remove the recommendation to terminate the employment of Solara Nicholson from the table, and to refer the recommendation back to Administration for further action.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action supports the SSC Core Values.

MOTION

Move that the Board of Trustees grant approval to remove the recommendation to terminate the employment of Solara Nicholson from the table, and to refer the recommendation back to Administration for further action.

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

[Signature] 6/7/18
 Originator Date

[Signature] 6/11/18
 Director of Human Resources Date

[Signature] 6/7/18
 Appropriate Vice President Date

[Signature] 6/7/18
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.1

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees appoint Ms. Amy Babinec as a full-time Art & Design instructor, effective August 16, 2018.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule.

JUSTIFICATION OF ACTION

Permission to fill this position was granted during a prior Board meeting. 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 appoint Ms. Amy Babinec as a full-time Art & Design instructor, effective August 16, 2018.

Approvals:

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

	<u>5/23/18</u>
Originator	Date
	<u>6/11/18</u>
Director of Human Resources	Date
	<u>5/24/18</u>
Appropriate Vice President	Date
	<u>6/16/18</u>
President	Date



SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.2

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

The proposal to hire Dr. Anissa Jones, Dean of Student Development effective June 18, 2018.

ESTIMATED COST OR BENEFIT

The annual salary is \$80,000, plus benefits.

JUSTIFICATION OF ACTION

The Board granted permission to advertise and fill this position as a result of resignation. (Strategic Direction 2, Student Success and Completion, SSC 2.3).

MOTION

Move that the Board of Trustees approve the hiring of Dr. Anissa Jones as the Dean of Student Development, effective June 18, 2018, pending a satisfactory criminal background investigation.

Approvals:

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


Director of Human Resources

6/11/18
Date


Appropriate Vice President

6/11/18
Date


President

6/11/18
Date

SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY18-VII.B.3

For Board Action in June 2018

Date: May 31, 2018

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

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

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request the Board of Trustees approve the hiring of Clarenica McCormack, Grant Funded, Highway Construction Careers Training Program Assistant, Business & Career Institute, effective June 18, 2018,

ESTIMATED COST OR BENEFIT

This is a full-time 100% grant-funded position with the annual salary of \$28,000, plus benefits, 40 hours per week for, 52 weeks per year.

JUSTIFICATION OF ACTION

Due to the resignation of Loral Monson, which is effective June 15, 2018, filling this position is necessary to continue to provide the customer service and support to the Highway Construction Careers Training Program. This position is 100% Grant-Funded. (Strategic Direction 4, PD 4.1, PD 4.3, PD 4.5, PD 4.6).

MOTION

Request the Board of Trustees approve the hiring of Clarenica McCormack, Grant Funded, Highway Construction Careers Training Program Assistant, Business & Career Institute, effective June 18, 2018,

- * 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) _____
- * Attach supplemental information as necessary

APPROVALS

R Westberg 5/31/2018
Originator

Kim Pyattik 6/11/18
Director of Human Resources

J Stokes 6/6/18
Vice President

Don Manning 6/7/18
President



OSOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.4

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

The proposal to hire Devon Powell, Dean of Student Services effective June 25, 2018.

ESTIMATED COST OR BENEFIT

The annual salary is \$80,000, plus benefits.

JUSTIFICATION OF ACTION

The Board granted permission to advertise and fill this position as a result of retirement. (Strategic Direction 2, Student Success and Completion, SSC 2.3).

MOTION

Move that the Board of Trustees approve the hiring of Devon Powell as the Dean of Student Services, effective June 25, 2018, pending a satisfactory criminal background investigation.

Approvals:

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


 Director of Human Resources 6/11/18
 Date


 Appropriate Vice President 6/11/18
 Date


 President 6/11/18
 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.B.5

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

- x
-
-

- Operating
- College Capital
- Protection, Health and Safety

FUNDING

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Anthony Smith as a Microcomputer Analyst in the Academic Computing and Telecommunications Department, effective June 18, 2018, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

This is a full-time position, 35 hours per week, 52 weeks per year, grade XI on the Support Staff Salary Schedule.

JUSTIFICATION OF ACTION

This action supports the SSC Core Values. This appointment is needed to fill the vacated position due to the previous Microcomputer Analyst filling the manager position in the same department.

MOTION

Move that the Board of Trustees approve the appointment of Anthony Smith as a Microcomputer Analyst in the Academic Computing and Telecommunications Department, effective June 18, 2018, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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


Originator

5/29/18
Date


Director of Human Resources

6/11/18
Date


Appropriate Vice President

6/7/18
Date


President

6/14/18
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.C.1

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to create and advertise the grant-funded position of Client Solutions Support Specialist, as per attached.

ESTIMATED COST OR BENEFIT

Grant-funded salary of \$30,000 plus benefits; 40 hours per week, 52 weeks per year.

JUSTIFICATION OF ACTION

Reorganization of the Business & Career Institute is necessary to continue to provide customer service and support to our company clients. (SD 4: Partnership Development, PD 4.5, Foster relationships with our business partners to facilitate employment opportunities for our students; PD 4.6 Coordinate partnerships between career programs and community employers to bridge skill gaps.).

MOTION

Move that the Board of Trustees grant permission to create and advertise the grant-funded position of Client Solutions Support Specialist.

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

Rullstberg
Originator

6/7/18
Date

[Signature]
Director of Human Resources

6/11/18
Date

[Signature]
Appropriate Vice President

6/7/18
Date

[Signature]
President

6/17/18
Date

SOUTH SUBURBAN COLLEGE

Job Description

POSITION: CLIENT SOLUTIONS SUPPORT SPECIALIST
DEPARTMENT: BUSINESS AND CAREER INSTITUTE (BCI)

DESCRIPTION OF POSITION:

The Specialist shall be responsible for carrying out all of the objectives, duties, and responsibilities for the day-to-day coordination and delivery of contract training activities. The Specialist will report to the Director of Extension Services.

RESPONSIBILITIES:

- Assist in generating sales leads, sell contract training, and deliver contract training
- Assist with all tasks as part Business & Career Institute support
- Answer telephones and greet visitors in person and handle inquiries.
- Complete and process registrations and payments
- Train and use the Colleague system in order to assist with registrations and other BCI functions.
- Assist in providing customized training on-campus or at various locations.
- Assist with other BCI partnerships, conferences, meetings and events as needed by the department.
- Process all required paperwork for contracts generated by contract training staff, including but not limited to company agreements, instructor agreements, facility requests, registration forms, and invoices.
- Order instructional supplies and materials, as needed.
- Input data into Colleague to create sections and enter registrations
- Ensure all invoices are processed in a timely manner
- Process instructor payroll
- Maintain and promote cooperation with other South Suburban College departments.
- Assume other duties as may be assigned by the Director of Extension Services.

MINIMUM QUALIFICATIONS:

- Any combination of education and experience that demonstrates possession of the essential job responsibilities.
- Demonstrated ability to organize multiple projects and meet multiple deadlines
- Demonstrated computer proficiency using MS Office.
- Experience working in or with business and industry
- Experience using Colleague operating System
- Experience in adult education or corporate training

STATUS/SALARY: This is a regular full-time Grant-funded position for 40 hours per week, 52 weeks per year through the duration of the grant. The beginning minimum annual salary is \$30,000 plus benefits.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.D.1

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to change the title of grant-funded Client Solutions Specialist, currently held by Gervaise Edwards, to grant-funded Client Solutions Employer Liaison Coordinator, effective June 18, 2018.

ESTIMATED COST OR BENEFIT

Grant-funded salary of \$42,850, plus benefits.

JUSTIFICATION OF ACTION

Based on the needs of the BCI program, position responsibilities have been customized to address the workflow deficiencies and improve services to the college's business partners. The restructured role and responsibilities as defined in the updated job description accurately reflect the needs of the college. (Strategic Direction 4, Partnership Development: PD 4.1, Engage in community and business partnerships to develop programs and enhance existing programs in career areas; PD 4.5, Foster relationships with our business partners to facilitate employment opportunities for our students; PD 4.6, Coordinate partnerships between career programs and community employers to bridge skill gaps).

MOTION

Move that the Board of Trustees grant permission to change the title of grant-funded Client Solutions Specialist, currently held by Gervaise Edwards, to grant-funded Client Solutions Employer Liaison Coordinator, effective June 18, 2018.

Approvals:

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

Rebecca Garcia 6/13/18
 Originator Date
Tim Pynth 6/13/18
 Director of Human Resources Date
[Signature] 6/13/18
 President Date

Job Description

POSITION: Client Solutions Employer Liaison Coordinator
DEPARTMENT: Business & Career Institute (BCI)

DESCRIPTION OF POSITION:

Under the direct supervision of the Director of Extension Services, the Client Solutions Employer Liaison Coordinator will be responsible to assist in the development, implementation and management of job development and placement; As well as daily support for Client Solutions in the Business & Career Institute.

RESPONSIBILITIES:

- Act as a liaison with companies to obtain job orders.
- Connect job orders and clients seeking employment working extensively with key South Suburban College departments.
- Analyze data collected to evaluate and ensure effectiveness and quality of the program; make improvements as needed.
- Generate sales leads, sell contract training, deliver contract training and supervise ongoing training programs.
- Work with support staff to see that all contractual documents are generated and delivered to clients and instructors.
- Work closely with support staff to assure timely and accurate registration of all contract-training participants.
- Schedule Organize and Promote Business & Career Institute public offering classes.
- Generate sales leads, sell contract training, deliver contract training and supervise ongoing training programs.
- Maintain and promote cooperation with other South Suburban College departments.
- Work in collaboration with Student Services on all Career Fair events hosted by the college
- Provide assistance with screening and interviewing candidates for training grants
- Assume other duties as may be assigned by the Director of Extension Services.
- Assist with business contracts related to the Adult Literacy Grants
- Assist with testing needs related to Grants and Business & Career Institute contracts
- Assume other duties as may be assigned by the Director of Extension Services.

MINIMUM QUALIFICATIONS:

- Experience in job placement, preferable in a manufacturing environment.
- Any combination of education and experience that demonstrates possession of the essential job responsibilities.
- Strong organizational and project managements skills, with the ability to coordinate multi-dimensional activities simultaneously; self-motivated and able to exercise good judgment in establishing effective priorities amongst competing task demands.
- Strong oral, written and interpersonal skills.
- Strong knowledge of MS Office: Word, Excel, PowerPoint to produce high quality reports, presentations or other documents.

STATUS/SALARY: This is a full-time Grant-funded position for 40 hours per week, 52 weeks per year. The beginning minimum annual salary is \$42,850 plus benefits.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.D.2

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to change the title of Director of Enrollment Services, currently held by Robin Rihacek, to Executive Director of Enrollment & Retention Services, effective June 18, 2018.

ESTIMATED COST OR BENEFIT

Salary of \$90,000, plus benefits.

JUSTIFICATION OF ACTION

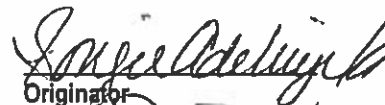
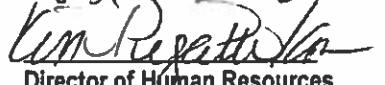
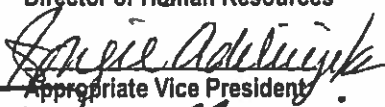

Based on the needs of the Division of Student & Enrollment Services, position responsibilities have been customized to improve services to our current and prospective students. The restructured role and responsibilities as defined in the updated job description accurately reflect the needs of the college. (Strategic Direction 2, Student Success and Completion: 2.16, Develop and implement a plan to review and examine internal processes that may improve or impede student completion and success; 2.17, Develop a process to allocate and/or reallocate resources based on the college's strategic plan directives and goals).

MOTION

Move that the Board of Trustees grant permission to change the title of Director of Enrollment Services, currently held by Robin Rihacek, to Executive Director of Enrollment & Retention Services, effective June 18, 2018.

Approvals:

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

 6/13/18
 Originator Date
 6/13/18
 Director of Human Resources Date
 6/13/18
 Appropriate Vice President Date
 6/13/18
 President Date

SOUTH SUBURBAN COLLEGE
Job Description

JOB TITLE: Executive Director of Enrollment & Retention Services
DEPARTMENT: Student Services
REPORTS TO: Vice President of Student Development
ADMINISTRATOR/TPE/CLASSIFIED: Administrator
SALARY LEVEL: 90,000
PREPARED DATE: 5/29/18

SUMMARY

The Executive Director will provide overall leadership for strategic short & long range planning and implementation for enrollment services. Administratively responsible for oversight of the College's Enrollment & Retention Services to through directing and coordinating the responsibilities of the Director of Registration & Records and Director of Recruitment & Retention Services.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Responsibilities include accountability for all regulatory, compliance, and policy considerations stemming from the operations of the Admissions and Registrar's offices. This position serves on committees, prepares reports, manages budgets and performs other related duties.

In fulfilling the responsibilities of this office, the Executive Director of Enrollment Retention Services shall be responsible for the overall management of the combined functions of the offices of Admissions, Recruitment, Multicultural Center, Registration, Records, Registrar and Veterans Center.

Supervises the selection, evaluation, promotion, and termination procedures for all administrative personnel in the Enrollment & Retention Services division and makes appropriate recommendations to the Vice President of Student Development.

Work closely with vice presidents, academic deans, faculty, and staff to develop, implement, and coordinate policies and services which enhance the success of students.

Assist in leading strategic efforts to address issues related to student success, equity, and retention, as well as addresses issues related to the review, implementation, improvement and enhancement of policies and procedures in accordance with the mission, goals, and objectives of the college.

Fosters strong relationships with on and off campus constituents to enhance student outreach, enrollment, retention, and completion.

Provides leadership and management to the enrollment team to ensure compliance with federal, state and college policies.

Oversees the implementation, upgrades, and compliance with the student information system.

Assures compliance with regulations governing federal, state, institutional, and private programs; participates in audits and prepares reports and statistics regarding enrollment and or retention when appropriate.

The Director will participate in admissions/recruiting & retention policy-making and shared governance committees of the college.

Performs other duties as assigned by the Vice President of Student Development.

SUPERVISORY RESPONSIBILITIES

Ability to manage, direct, control, implement and monitor all aspects of college operations; excellent interpersonal and communications skills; excellent organizational; strong work ethic and proven leadership abilities.

QUALIFICATIONS: To execute this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor's Degree preferred or minimum of 10+ years required equivalent experience working in educational environment with enrollment management and/or student services.

10+ years administrative experience in one or more areas of student services.

Strong leadership and managerial skills

Excellent oral and written communication skills

Ability to work effectively in a diverse environment

Ability to work under minimal supervision and manage multiple priorities



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY18-VII.D.3

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to change the title of Manager of Admissions & College Recruitment, currently held by Tiffane Jones, to Director of Recruitment and Retention Services, effective June 18, 2018.

ESTIMATED COST OR BENEFIT

Salary of \$67,900, plus benefits.

JUSTIFICATION OF ACTION

Based on the needs of the Division of Student & Enrollment Services, position responsibilities have been customized to improve services to our current and prospective students. The restructured role and responsibilities as defined in the updated job description accurately reflect the needs of the college. (Strategic Direction 2, Student Success and Completion: 2.16, Develop and implement a plan to review and examine internal processes that may improve or impede student completion and success; 2.17, Develop a process to allocate and/or reallocate resources based on the college's strategic plan directives and goals).

MOTION

Move that the Board of Trustees grant permission to change the title of Manager of Admissions & College Recruitment, currently held by Tiffane Jones, to Director of Recruitment and Retention Services, effective June 18, 2018.

Approvals:

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

Janice Adewuyi 6/13/18
 Originator Date

Kim Poyette 6/13/18
 Director of Human Resources Date

Janice Adewuyi 6/13/18
 Appropriate Vice President Date

Don Manning 6/13/18
 President Date

SOUTH SUBURBAN COLLEGE
Job Description

JOB TITLE: Director of Recruitment & Retention Services
DEPARTMENT: Student Services
REPORTS TO: Executive Director of Enrollment & Retention Services
ADMINISTRATOR/TPE/CLASSIFIED: Administrator
SALARY LEVEL: 67,900
PREPARED DATE: 5/29/18

SUMMARY

Under the direct supervision of the Executive Director of Enrollment & Retention Services, the Director of Recruitment & Retention Services plans, organizes and manages the college's Admissions, Recruitment and Multicultural Center. Provides leadership in a student-centered admissions process to include SSC Circle along with the promotion of programs and services to high school students, returning adult students, business and industry, social service agencies and current students to increase enrollment and retention. Serves as the liaison to special high school programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

The position creates and maintains efficient processes that ensure timely processing of applications, communications with students, and measurable results.

Provide overall leadership, direction, supervision and vision for the delivery of the highest level of customer service and communication of college related processes and procedures to prospective students, current students, high school counselors and other community members.

Facilitates the review and enforcement of state residency requirements; partners with academic departments, faculty, students, other staff offices, alumni, and community members to carry out recruitment related activities.

Ensures consistent operation of the departments in accordance with all college policies, processes, all applicable state and federal regulations and all accreditation standards.

Plans and implements mailings, ads and literature to increase enrollment of prospective students by effectively working with the Public Relations and/or Marketing Group.

The position includes managing processes of responses to Retention Alerts and implementation and oversight of a staff mentoring process for at-risk students to better increase retention.

Conducts in-service training relevant to the recruitment process, College programs and procedures, especially highlighting customer service.

Monitor operations of the upcoming Multicultural Center including budgeting, coordinating volunteer and/or paid staff, and implementing center initiatives.

Lead efforts to engage communities of difference in ways that support student learning, advance multicultural understanding, and enhance students' collegiate experience.

The Director will participate in admissions/recruiting & retention policy-making and shared governance committees of the college.

Prepare, monitor, and manage the annual budget for assigned departments.

Performs other duties as assigned by the Executive Director of Enrollment & Retention Services.

SUPERVISORY RESPONSIBILITIES

Supervises established procedures for major activities of the Admissions, Recruitment and Multicultural Center and Welcome Center.

Supervises student workers, part-time workers, support staff in all responsible areas and performs both direct and indirect supervision through subordinates. Hires, evaluates, trains, disciplines and discharges staff as necessary.

QUALIFICATIONS: To execute this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor's Degree preferred or minimum of 7+ years required equivalent experience working in educational environment with enrollment management and/or student services.

7+ years supervisory experience in one or more areas of student services.

Strong leadership and managerial skills.

Excellent oral and written communication skills.

Ability to work independently and within a team, to work efficiently and meet deadlines in a fast-paced, multi-task environment with minimal supervision.

Strong ability to exercise reasonable judgement and maintain confidentiality.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

AGENDA ITEM: FY18-VII.D.4

Board Meeting Date: June 14, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees grant permission to change the title of Manager of Registration and Records held by Terial Whitted to Director of Registration and Records effective June 18, 2018.

ESTIMATED COST OR BENEFIT

Salary of \$67,900, plus benefits.

JUSTIFICATION OF ACTION

Based on the needs of the Division of Student & Enrollment Services, position responsibilities have been customized to address to improve services to our current and prospective students. The restructured role and responsibilities as defined in the updated job description accurately reflects the needs of the college. (Strategic Direction #2, Student Success and Completion, 2,16 Develop and implement a plan to review and examine internal processes that may improve to impede student completion and success; 2.17 Develop a process to allocate and/or reallocate resources based on the college's strategic plan directives and goals).

MOTION

Move that the Board of Trustees grant permission to change the title of, Manager of Registration and Records held by Terial Whitted to Director of Registration and Records effective June 18, 2018.

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

Approvals:

<i>Soupe Adelyi</i>	6/14/18
Originator	Date
<i>[Signature]</i>	6/11/18
Director of Human Resources	Date
<i>Soupe Adelyi</i>	6/14/18
Appropriate Vice President	Date
<i>Don Manning</i>	6/11/18
President	Date

SOUTH SUBURBAN COLLEGE
Job Description

Job Title: DIRECTOR OF REGISTRATION & RECORDS

Department: Student Services

Reports To: Executive Director of Enrollment & Retention Services

FLSA Status: Administrator

SALARY LEVEL: 67,900

Date: 5/29/2018

SUMMARY

The Director of Registration/Records reports to the Executive Director of Enrollment & Retention Services. The Director Registration/Records plans, organizes and manages the college's registration, records and veterans student process. Interprets and applies federal and state guidelines where applicable. Provides supervision for an efficient, student-centered registration process to include SSC Circle; while overseeing Registration/Records, Veteran's Center and the college wide annual commencement. Serves as the liaison to special high school programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Responsible for maintaining all student records, including compliance with federal, state regulations and local policies, and recommending revisions as appropriate. Develops and implements processes that support the Registration/Records and Veterans Office; consults with and advises college/district administration, and faculty regarding state regulations and district policies including records access policy and procedures, etc. while ensuring alignment with College mission, values, and goals. Collect, analyze and assist with the preparation of state and other reports as required.

The Director will participate in registration/records policy-making and shared governance committees of the college.

Plans commencement activities including maintenance of graduation files, preparation of graduation list, degree mailings, and coordination of commencement ceremonies logistics.

Update students on new and changing registration, records and veterans policies and procedures in a timely manner using multiple methods.

Maintenance of accurate state and federal statistical reports including student permanent records, faculty grades and attendance records; registration and enrollment statistics and other records as assigned; assists with internal and external audits.

Review the college catalog and academic calendar dates and make necessary revisions; develop and update publications in assigned areas.

Prepare, monitor, and manage the annual budget for assigned departments.

Performs other duties as assigned by the Executive Director of Enrollment & Retention Services.

SOUTH SUBURBAN COLLEGE
Job Description

SUPERVISORY RESPONSIBILITIES

Supervises the implementation of established procedures for major activities of the Registration/Records and Veterans Offices.

Supervises student workers, part-time workers, support staff in Registration/Records and Veterans Center and performs both direct and indirect supervision through subordinates. Hires, evaluates, trains, disciplines and discharges staff as necessary.

The duties listed are not set forth for purposes of limiting the assignment of work. They are not to be construed as a complete list of the many duties normally to be performed under a job title or those to be performed temporarily outside an employee's normal line of work

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor's Degree preferred or minimum of 7+ years required equivalent experience working in educational environment with enrollment management and/or student services.

7+ years supervisory experience in one or more areas of student services.

Strong leadership and managerial skills.

Excellent oral and written communication skills.

Ability to work independently and within a team, to work efficiently and meet deadlines in a fast-paced, multi-task environment with minimal supervision.

Strong ability to exercise reasonable judgement and maintain confidentiality.