



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
FINANCE COMMITTEE MEETING AGENDA
DEFILIPPO, CHAIR; DALY AND ROGERS
THURSDAY, MARCH 12, 2020
7:50 PM

- i. Recommendation to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$46,450.00 for the purchase of echocardiography equipment (Philips EPIQ 7 XMatrix)



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
REGULAR BOARD MEETING AGENDA
THURSDAY, MARCH 12, 2020
8:00 PM

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC PARTICIPATION**
- IV. **PRESENTATIONS/REPORTS**
2020-2025 South Suburban College Strategic Plan Report (R. Kawanna/D. Baness-King)
- V. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Finance Committee Meeting held February 13, 2020
 - B. Regular Board Meeting held February 13, 2020
 - C. Closed Session Meeting held February 13, 2020
- VI. **NEW BUSINESS**
 - A. Monthly Financial Report (T. Pollert)
 - B. Approval of the payment of bills for March, 2020 (T. Pollert)
 - C. Approval to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$46,450.00 for the purchase of echocardiography equipment (Philips EPIQ 7 XMatrix) (A. DeFilippo)
 - D. Approval of the 2020-2025 South Suburban College Strategic Plan (R. Kawanna)
 - E. Approval of the new CCNA Network Technician Certificate for implementation in the fall 2020 semester (T. Williams)
 - F. Approval of the new Hospitality Management Degree for implementation in the fall 2020 semester (T. Williams)
 - G. Approval of the new Hospitality Management Certificate for implementation in the fall 2020 semester (T. Williams)
 - H. Approval of the new Hospitality Management Basic Certificate for implementation in the fall 2020 semester (T. Williams)
 - I. Approval of the new Cannabis Dispensary Operations Basic Certificate for implementation in the fall 2020 semester (T. Williams)
- VII. **PERSONNEL RECOMMENDATIONS**
 - A. Retirements/Resignations/Terminations
 - B. Appointments
 - C. Permission to Advertise

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
MINUTES OF THE FINANCE COMMITTEE
THURSDAY, FEBRUARY 13, 2020

Trustee Janet Rogers called the meeting of the Finance Committee to order at 8:10 p.m.

Committee members present: Trustees John Daly and Janet Rogers

Committee members absent: Trustee Anthony DeFilippo

Other Board members in attendance: Trustees Vivian Payne, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson. Chairman Frank M. Zuccarelli arrived at 8:16 p.m.

Other Board members absent: None

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

Agenda:

I. Recommendation to reject the bid and rebid the purchase of echocardiography equipment (Philips EPIQ7 XMatrix)

Trustee Rogers recommended the board reject the bid and rebid the purchase of echocardiography equipment (Philips EPIQ7 XMatrix) at the regular Board of Trustees meeting.

II. Recommendation to approve the recommended fee changes beginning with the fall 2020 semester

Trustee Rogers recommended the board approve the recommended fee changes beginning with the fall 2020 semester.

The Meeting adjourned at 8:17 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

REGULAR BOARD MEETING MINUTES

THURSDAY, FEBRUARY 13, 2020

I. CALL TO ORDER & ROLL CALL:

At 8:27 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Board Room of the College, Room 2248.

Present: Chairman Frank M. Zuccarelli, Vice Chairman John Daly, Trustees Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson.

Absent: Trustee Anthony DeFilippo.

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

II. PLEDGE OF ALLEGIANCE

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

III. PUBLIC PARTICIPATION:

Dr. Ramona James requested permission to address the Board of Trustees in Closed Session regarding Agenda Item FY20-VII.A.6.

IV. REPORTS/PRESENTATIONS

Dr. Ronald Kawanna delivered a presentation on the 2014-2019 Strategic Plan to the Board of Trustees.

V. PREVIOUS MEETING MINUTES

A. Policy Committee meeting held January 9, 2020

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Policy Committee meeting held January 9, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Student Trustee Babatunde Adamson voted aye. Chairman Frank M. Zuccarelli passed. Nays: None. Motion carried.

B. Finance Committee meeting held January 9, 2020

Trustee Whittington moved and Trustee Wells seconded to approve the minutes of the Finance Committee meeting held January 9, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Student Trustee Babatunde Adamson voted aye. Chairman Frank M. Zuccarelli passed. Nays: None. Motion carried.

C. Regular Board meeting held January 9, 2020

Trustee Wells moved and Trustee Payne seconded to approve the minutes of the Regular Board meeting held January 9, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Student Trustee Babatunde Adamson voted aye. Chairman Frank M. Zuccarelli passed. Nays: None. Motion carried.

D. Closed Session Meeting held January 9, 2020

Trustee Payne moved and Trustee Whittington seconded to approve the minutes of the Closed Session meeting held January 9, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Student Trustee Babatunde Adamson voted aye. Chairman Frank M. Zuccarelli passed. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

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

B. Bills Payable for February 2020

Trustee Payne moved and Trustee Whittington seconded to authorize the Treasurer to pay the list of bills payable for February, 2020, in the amount of \$3,597,307.43. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

C. Approval to reject the bid and rebid the purchase of echocardiography equipment (Philips EPIQ7 XMatrix)

Trustee Rogers moved and Trustee Whittington seconded to reject the bid and rebid the purchase of echocardiography equipment (Philips EPIQ 7 XMatrix). On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

D. Approval to accept the recommended fee changes beginning with the fall 2020 semester

Trustee Rogers moved and Trustee Wells seconded to accept the recommended fee changes beginning with the fall 2020 semester. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Babatunde Adamson passed. Motion carried.

E. Approval of the new Emergency Medical Service-Paramedic AAS Degree for implementation in the fall 2020 semester

Trustee Daly moved and Trustee Wells seconded to approve the new Emergency Medical Service-Paramedic AAS Degree for implementation in the fall 2020 semester. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

VIII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

1. Trustee Whittington moved and Trustee Daly seconded to approve the retirement of George Blake, full-time Computer Operator in the Information Technology Department, effective June 30, 2020, and grant permission to advertise to fill the vacated position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

2. Trustee Daly moved and Trustee Rogers seconded to approve the retirement of Leonard Chiaro, Chief of Police in the Campus Police Department, effective June 30, 2020, and grant permission to advertise to fill the vacated position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

3. Trustee Payne moved and Trustee Whittington seconded to approve the resignation of Jason Cieslik, Coordinator and Instructor of Paralegal and Criminal Justice Studies effective August 12, 2020, and grant permission to advertise to fill the vacated position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

4. Trustee Rogers moved and Trustee Whittington seconded to approve the resignation of LaDonn Dickens, Instructor in the Nursing Department, effective January 17, 2020, and grant permission to advertise to fill the vacated position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

5. Trustee Payne moved and Trustee Rogers seconded to approve the resignation of Rondell Regan, Adult Career Coach in the Job Training Department, effective January 29, 2020, and grant permission to advertise to fill the vacated grant-funded position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

VII. Closed Session:

At 8:59 p.m., the Board entered into Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, dismissal of specific volunteers, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation on a motion made by Trustee Daly and seconded by Trustee Payne. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

The Board resumed open session at 9:48 p.m. on a motion made by Trustee Daly and seconded by Trustee Whittington. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

A. Retirements/Resignations/Terminations Continued

6. Trustee Daly moved and Trustee Whittington seconded to approve the termination of Ramona James, HPOG Step-Up Project Coordinator, effective February 14, 2020, and grant permission to advertise to fill the vacated grant-funded position, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

B. Permission to Advertise

Trustee Daly moved and Trustee Payne seconded to grant permission to advertise the position of full-time English Instructor, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

C. Reappoint Non-tenured Faculty in Academic Services

Trustee Daly moved and Trustee Wells seconded to reappoint Cynthia Brown as non-tenured faculty for the 2020-2021 Academic Year. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

D. Reappointment of Administrative staff for fiscal year 2021

Trustee Daly moved and Trustee Whittington seconded to reappoint Administrative staff as listed for fiscal year 2021. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

E. Reappointment of Technical Professional Exempt staff for fiscal year 2021

Trustee Daly moved and Trustee Payne seconded to reappoint Technical Professional Exempt staff as listed for fiscal year 2021. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

F. Reappointment of Grant-funded staff for fiscal year 2021

Trustee Daly moved and Trustee Rogers seconded to reappoint Grant-funded staff as listed for fiscal year 2021. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

ADJOURNMENT

At 9:57 p.m., Trustee Payne moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST Agenda Item FY20-VI.A

For Board Information in March, 2020.

For Board Action in March, 2020.

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 January 31, 2020. 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

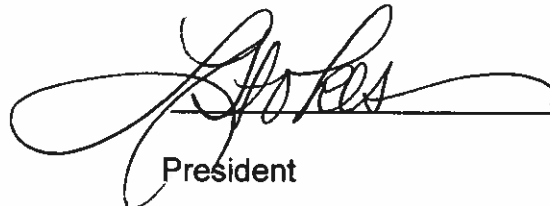
Approvals



Controller/Treasurer



Vice-President



President

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tim Pollert
 Date: March 3, 2020
 Subject: Financial Report For The Period Ending January 31, 2020

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

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$3,125,815.58	\$18,368,821.27
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,282,137.00	\$19,059,037.51

Activity for the month and year to date totals in all funds are as follows:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$4,484,255.48	\$28,794,869.60
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$4,999,528.15	\$29,793,163.98
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$515,272.67)	(\$998,294.38)

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>
\$8,035,221.16	2.77%	4

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$2,648,515.58	\$58,733.20	\$2,707,248.78
August	\$2,660,862.72	\$739,118.05	\$3,399,980.77
September	\$1,985,352.18	\$216,501.67	\$2,201,853.85
October	\$1,997,248.48	\$220,478.58	\$2,217,727.06
November	\$1,401,852.18	\$125,845.84	\$1,527,698.02
December	\$2,488,681.36	\$699,815.85	\$3,188,497.21
January	\$2,601,582.15	\$524,233.43	\$3,125,815.58
February			
March			
April			
May			
June			
YTD	\$15,784,094.65	\$2,584,726.62	\$18,368,821.27

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,422,603.27	\$293,525.33	\$2,716,128.60
August	\$3,279,917.85	\$468,433.02	\$3,748,350.87
September	\$1,850,496.76	\$316,131.07	\$2,166,627.83
October	\$1,863,376.09	\$317,442.86	\$2,180,818.95
November	\$1,655,702.85	\$310,017.42	\$1,965,720.27
December	\$2,762,247.50	\$237,006.49	\$2,999,253.99
January	\$2,868,791.86	\$413,345.14	\$3,282,137.00
February			
March			
April			
May			
June			
YTD	\$16,703,136.18	\$2,355,901.33	\$19,059,037.51

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$4,218,584.58	\$4,361,834.24	(\$143,249.66)
August	\$5,818,258.15	\$5,938,120.09	(\$119,861.94)
September	\$3,318,279.58	\$3,401,283.07	(\$83,003.49)
October	\$3,169,485.18	\$3,311,036.53	(\$141,551.35)
November	\$3,385,158.48	\$3,697,169.85	(\$312,011.37)
December	\$4,400,848.15	\$4,084,192.05	\$316,656.10
January	\$4,484,255.48	\$4,999,528.15	(\$515,272.67)
February			
March			
April			
May			
June			
YTD	\$28,794,869.60	\$29,793,163.98	(\$998,294.38)

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$10,297,369.08	2.65%	23
August	\$15,281,205.77	2.79%	14
September	\$13,513,538.78	2.82%	3
October	\$12,165,813.93	2.73%	(9)
November	\$11,665,813.93	2.78%	5
December	\$9,118,969.11	2.73%	(5)
January	\$8,035,221.16	2.77%	4
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

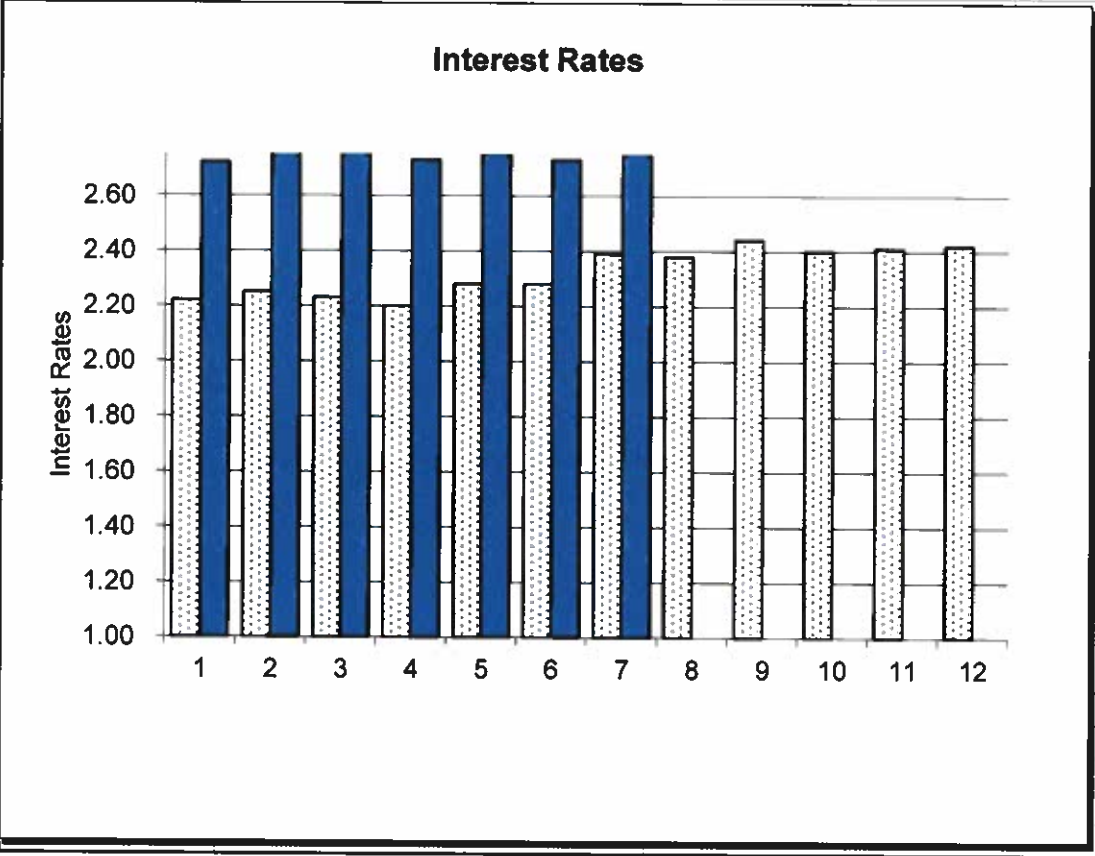
Description	Date	Fund 1 Educational	Fund 2 Opr. & Maint.	Fund 3 O&M Rst(300)	Fund 3 PH&S(379)
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,942,835.14	0.00	0.00	0.00
MB Financial		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		3,213,587.03	0.00	0.00	0.00
MB Contributory Trust		94.83	0.00	0.00	0.00
IIIT Money Market		935,786.00	0.00	0.00	0.00
53 Financial Money Market		32,777.31	0.00	0.00	0.00
Totals	1/1	9,125,113.10	0.00	0.00	0.00
Transactions:					
Illinois Funds MM deposit	1/2	49,378.00			
Illinois Funds MM deposit	1/8	11,892.00			
Illinois Funds MM deposit	1/8	94,041.32			
Illinois Funds MM deposit	1/9	323,106.09			
Illinois Funds MM deposit	1/14	49,378.00			
Illinois Funds MM deposit	1/27	11,892.00			
Illinois Funds MM deposit	1/27	1,499,870.80			
Illinois Funds MM deposit	1/29	49,378.00			
Illinois Funds MM deposit	1/29	11,892.00			
Transfer from IL Funds MM to 53 Cash	1/30	(3,200,000.00)			
Interest on IL Funds MM December	1/31	2,122.84			
		8,028,064.15	0.00	0.00	0.00
Ending Balance:					
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,942,835.14	0.00	0.00	0.00
MB Financial		0.00	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		2,116,538.08	0.00	0.00	0.00
MB Contributory Trust		94.83	0.00	0.00	0.00
IIIT Money Market		935,786.00	0.00	0.00	0.00
53 Financial Money Market		32,777.31	0.00	0.00	0.00
Totals	1/31	8,028,064.15	0.00	0.00	0.00

SOUTH SUBURBAN COLLEGE

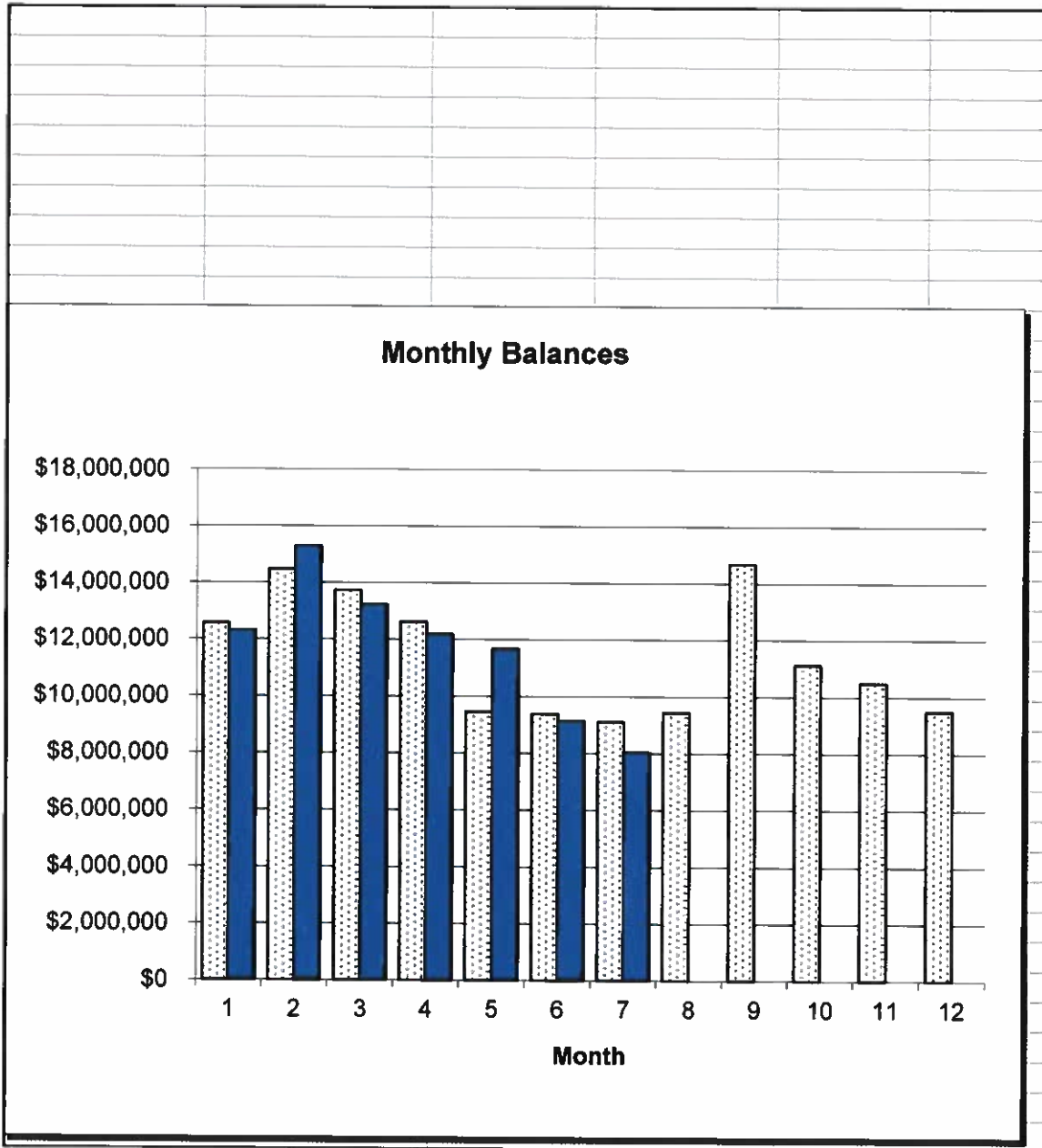
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	0.00	0.00	0.00	0%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	3,052,324.08	0.00	3,052,324.08	38%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	4,982,897.08	0.00	4,982,897.08	62%
	Total	8,035,221.16	0.00	8,035,221.16	100%
	Average %	2.77			

South Suburban College

Investment Summary				
	F Y 2018 - 2019		F Y 2019 - 2020	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	\$12,559,976	2.22	\$12,297,369	2.72
August	14,471,282	2.25	15,281,206	2.79
September	13,723,095	2.23	13,216,127	2.82
October	12,616,990	2.20	12,171,590	2.73
November	9,460,594	2.28	11,674,854	2.78
December	9,380,459	2.28	9,132,270	2.73
January	9,107,201	2.39	8,035,221	2.77
February	9,439,578	2.38		
March	14,680,437	2.44		
April	11,116,177	2.40		
May	10,483,322	2.41		
June	9,500,530	2.42		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY20-VI.B

For Board Information in March, 2020.

For Board Action in March, 2020.

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

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

PROPOSAL SUMMARY

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

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


MOTION


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

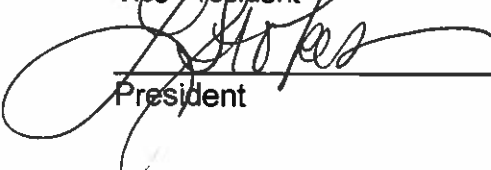
Education Fund	\$1,805,492.21
Operation & Maintenance Fund	291,698.15
Operation & Maintenance Restricted Fund	388,989.51
Auxiliary Enterprise Fund	95,678.98
Restricted Funds	395,264.20
Special Levies Fund	55,925.44
Flex Plan Fund	<u>9,283.82</u>
Total	\$3,042,332.31

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

APPROVALS



 Controller/Treasurer


 Vice-President


 President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.C

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

To accept the bid of the lowest qualified for the purchase of Philips EPIQ 7 Xmatrix.

ESTIMATED COST OR BENEFIT

\$46,450.00

JUSTIFICATION OF ACTION

To provide the Echocardiography Program with state-of-the-art equipment. (Strategic Direction, 2 SSC 2.20) This purchase is necessary to develop access, and improve technology support systems that advance student learning.

MOTION

To accept the bid of Sentinel Imaging Group, Inc., Clarks Summit, Pennsylvania in the amount of \$46,450.00 for the purchase of Philips EPIQ 7 Xmatrix.

Approvals:

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

Jeff Waddell 3/6/20
 Originator Date

Maria Garcia 3/6/2020
 Appropriate Vice President Date

John Stokes 3/6/2020
 President Date



South Suburban College

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

MEMORANDUM

To: Lynette Stokes
From: Martin Lareau
Date: March 4, 2020
Subject: Philips EPIQ 7

On February 14, 2020 we mailed requests for bids for Philips EPIQ 7 to three (3) vendors. Our legal requirement to advertise was satisfied through notices placed in *The Chicago Tribune*. We had one (1) response and a public opening was held on March 4, 2020 at 9:30 AM with the results being read aloud. A breakdown of the bids follows.

The College has done business with the successful vendor and found all experiences to be satisfactory. We therefore, recommend acceptance of the bid from Sentinel Imaging Group, Inc., Clarks Summit, Pennsylvania in the amount of \$46,450.00 for the purchase of the Philips EPIQ 7.

Vendor	Bid Amount
Sentinel Imaging Clarks Summit, PA	\$46,450.00



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.D

Board Meeting Date: **March 12, 2020**

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the 2020-2025 Strategic Plan.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

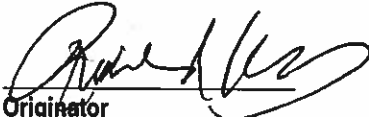
This action supports the Mission Statement and provides strategic direction for the college.


MOTION

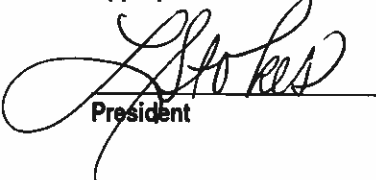
Move that the Board of Trustees approve the 2020-2025 Strategic Plan.

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)


 Originator 3-6-2020
Date


 Appropriate Vice-President 3-6-2020
Date


 President 3/6/2020
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.E

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Recommend that the Board of Trustees approve the new CCNA Network Technician Certificate for implementation in the fall semester 2020.

ESTIMATED COST OR BENEFIT

The cost of this program will be paid by the Business & Technology budget.

JUSTIFICATION OF ACTION

This program is an upgrade to a previous Basic certificate incorporating additional necessary technical skills. 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 the Board of Trustees approve the new CCNA Network Technician Certificate for implementation in the fall semester 2020.

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)

	3/4/2020
Originator	Date
	3/5/2020
Appropriate Vice President	Date
	3/6/2020
President	Date

Form 20: Application for *Permanent Approval Career & Technical Education Curriculum*

**Illinois Community College Board
Application for *Permanent Approval Career & Technical Education Curriculum***

Submit One Hard Copy & One Electronic Copy

College Name:	South Suburban College	5-Digit College #:	51001
Contact Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwig@ssc.edu	Fax:	

Curriculum Information

AAS Title:		Credit Hours:		CIP Code:	
AAS Title:		Credit Hours:		CIP Code:	
Certificate Title:	CCNA Network Technician	Credit Hours:	33	CIP Code:	11.0401
Certificate Title:		Credit Hours:		CIP Code:	

Proposed Classification:	District	<input checked="" type="checkbox"/>	Regional	<input type="checkbox"/>	Statewide	<input type="checkbox"/>
Proposed Implementation Date:	August 1, 2020					

Submission Includes:	
	Part A: Feasibility, Curriculum Quality And Cost Analysis
	Part B: Supportive Documentation And Data

This Curriculum Was Approved By The College Board Of Trustees On:	Date:	
State Approval Is Hereby Requested:		
Required--Chief Administrative Officer Signature	Date	

ICCB USE ONLY			
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE Approval Date For AAS:			

Please Note: ICCB Use Only Box Must Remain On Front Page Of Application Form.

CURRICULUM STRUCTURE.

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

BOLD new courses.

Program Title: CCNA Network Technician					
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (<i>required</i> coursework). Specify Courses.					
Total					
Career and Technical Education (CTE) Courses (<i>required</i> coursework)	<i>MIS 110</i>	<i>Intro to Computer Technology</i>	3	2	2
	<i>CIS 130</i>	<i>Voice, Data, Video, Fiber Cabling</i>	3	2	2
	<i>CIS 132*</i>	<i>Cisco IT Essentials A+ Certification</i>	4	2	4
	<i>CIS 180*</i>	<i>Net+ Certification</i>	3	2	2
	<i>MIS 111*</i>	<i>Advanced Operating Systems</i>	3	4	
	MIS 130	DataCommunication& Networking	3	3	
	<i>CIS 120*</i>	<i>Cisco CCNA 1</i>	4	3	2
	<i>CIS 125*</i>	<i>Cisco CCNA 2</i>	4	3	2
	<i>CIS 220*</i>	<i>Cisco CCNA 3</i>	4	3	2
	<i>CIS 225*</i>	<i>CCNA Test Prep</i>	2	1	3
Total			33		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)					
Total					
CTE Electives					
Total					
Total Credit Hours Required For Completion			33		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.F

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Recommend that the Board of Trustees approve the new Hospitality Management AAS degree program for implementation in the fall semester 2020.

ESTIMATED COST OR BENEFIT

The cost of this program will be paid by the Business & Technology budget.

JUSTIFICATION OF ACTION

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

MOTION

Move the Board of Trustees approve the new program Hospitality Management AAS degree program for implementation in the fall semester 2020.

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)

	<u>3/4/2020</u>
Originator	Date
	<u>3/5/2020</u>
Appropriate Vice President	Date
	<u>3/6/2020</u>
President	Date

Form 20: Application for *Permanent Approval Career & Technical Education Curriculum*

**Illinois Community College Board
Application for *Permanent Approval Career & Technical Education Curriculum***

Submit One Hard Copy & One Electronic Copy

College Name:	South Suburban College	5-Digit College #:	51001
Contact Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwig@ssc.edu	Fax:	

Curriculum Information

AAS Title:	Hospitality Management	Credit Hours:	61	CIP Code:	52.0901
AAS Title:		Credit Hours:		CIP Code:	
Certificate Title:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate Title:	Hospitality Management Basics	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	District	<input checked="" type="checkbox"/>	Regional	<input type="checkbox"/>	Statewide	<input type="checkbox"/>
Proposed Implementation Date:	August 1, 2020					

Submission Includes:	
	Part A: Feasibility, Curriculum Quality And Cost Analysis
	Part B: Supportive Documentation And Data

<i>This Curriculum Was Approved By The College Board Of Trustees On:</i>	Date:	
State Approval Is Hereby Requested:		
<i>Required--Chief Administrative Officer Signature</i>	<i>Date</i>	

ICCB USE ONLY			
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE Approval Date For AAS:			

Please Note: ICCB Use Only Box Must Remain On Front Page Of Application Form.

CURRICULUM STRUCTURE.

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

BOLD new courses.

Program Title: Hospitality Management (AAS)					
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (required coursework). Specify Courses.	<i>BUS 105*</i>	<i>Business Math</i>	3	3	
	<i>PHL 102</i>	<i>Ethics</i>	3	3	
	<i>PSY 101</i>	<i>Introduction to Psychology</i>	3	3	
	<i>ENG 101*</i>	<i>Composition & Rhetoric</i>	3	3	
	<i>SPE 108*</i>	<i>Oral Communication</i>	3	3	
	Total			15	
Career and Technical Education (CTE) Courses (required coursework)	BUS 102	Introduction to Hospitality	3	3	
	BUS 110	Introduction to Event Planning	3	3	
	<i>BUS 203</i>	<i>Principles of Marketing</i>	3	3	
	<i>BUS 220*</i>	<i>Principles of Management</i>	3	3	
	<i>BLW 203</i>	<i>Legal Environment of Business</i>	3	3	
	<i>BUS 224</i>	<i>Supervisory Management</i>	3	3	
	<i>ACC 120*</i>	<i>Financial Accounting</i>	4	4	
	<i>ACC 121*</i>	<i>Managerial Accounting</i>	3	3	
	<i>BUS 108</i>	<i>Introduction to Business</i>	3	3	
	<i>BUS 221*</i>	<i>Human Relations in Organizations</i>	3	3	
	<i>BUS 227*</i>	<i>Human Resources Administration</i>	3	3	
	<i>BUS 285</i>	<i>Operations Management</i>	3	3	
	<i>MIS 101/</i>	<i>Computer Literacy & Applications or</i>	(3)	4	
	<i>OAT 172*</i>	<i>Business Communication</i>	(3)	2	
BUS 160	Front Office Operations	3	3	2	
Total			43		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)	<i>BUS 254*</i>	<i>Marketing Management Internship</i>	3	1	
	Total		3		
CTE Electives					
Total					
Total Credit Hours Required For Completion			61		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.G

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Recommend that the Board of Trustees approve the new Hospitality Management Certificate program for implementation in the fall semester 2020.

ESTIMATED COST OR BENEFIT

The cost of this program will be paid by the Business & Technology budget.

JUSTIFICATION OF ACTION

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

MOTION

Move the Board of Trustees approve the new Hospitality Management Certificate program for implementation in the fall semester 2020.

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)

Originator

3/4/2020
Date

Appropriate Vice President

3/5/2020
Date

President

3/6/2020
Date

Form 20: Application for *Permanent* Approval Career & Technical Education Curriculum

**Illinois Community College Board
Application for *Permanent* Approval Career & Technical Education Curriculum**

Submit One Hard Copy & One Electronic Copy

College Name:	South Suburban College	5-Digit College #:	51001
Contact Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwig@ssc.edu	Fax:	

Curriculum Information

AAS Title:	Hospitality Management	Credit Hours:	61	CIP Code:	52.0901
AAS Title:		Credit Hours:		CIP Code:	
Certificate Title:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate Title:	Hospitality Management Basics	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	District	<input checked="" type="checkbox"/>	Regional	<input type="checkbox"/>	Statewide	<input type="checkbox"/>
Proposed Implementation Date:	August 1, 2020					

Submission Includes:	
	Part A: Feasibility, Curriculum Quality And Cost Analysis
	Part B: Supportive Documentation And Data

<i>This Curriculum Was Approved By The College Board Of Trustees On:</i>	Date:	
State Approval Is Hereby Requested:		
Required--Chief Administrative Officer Signature		Date

ICCB USE ONLY			
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE Approval Date For AAS:			

Please Note: ICCB Use Only Box Must Remain On Front Page Of Application Form.

CURRICULUM STRUCTURE.

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

BOLD new courses.

Program Title: Hospitality Management Certificate					
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (required coursework). Specify Courses.	<i>BUS 105*</i>	<i>Business Math</i>	3	3	
	<i>PHL 102</i>	<i>Ethics</i>	3	3	
	<i>PSY 101</i>	<i>Introduction to Psychology</i>	3	3	
	Total		9		
Career and Technical Education (CTE) Courses (required coursework)	<i>ACC 120*</i>	<i>Financial Accounting</i>	4	4	
	<i>ACC 121*</i>	<i>Managerial Accounting</i>	3	3	
	<i>BUS 108</i>	<i>Introduction to Business</i>	3	3	
	<i>BUS 221*</i>	<i>Human Relations in Organizations</i>	3	3	
	<i>BUS 227*</i>	<i>Human Resources Administration</i>	3	3	
	<i>BUS 285</i>	<i>Operations Management</i>	3	3	
	<i>MIS 101</i>	<i>Computer Literacy & Applications of</i>	(3)	4	
	<i>OAT 172*</i>	<i>Business Communication</i>	(3)	2	2
BUS 160	Front Office Operations	3	3		
Total		25			
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.) Total					
CTE Electives Total					
Total Credit Hours Required For Completion			34		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.H

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Recommend that the Board of Trustees approve the new Hospitality Management Basics program for implementation in the fall semester 2020.

ESTIMATED COST OR BENEFIT

The cost of this program will be paid by the Business & Technology budget.

JUSTIFICATION OF ACTION

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

MOTION

Move the Board of Trustees approve the new Hospitality Management Basics program for implementation in the fall semester 2020.

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)

[Signature]
Originator

3/4/2020
Date

J. Williams
Appropriate Vice President

3/5/2020
Date

[Signature]
President

3/6/2020
Date

Form 20: Application for *Permanent* Approval Career & Technical Education Curriculum

**Illinois Community College Board
Application for *Permanent* Approval Career & Technical Education Curriculum**

Submit One Hard Copy & One Electronic Copy

College Name:	South Suburban College	5-Digit College #:	51001
Contact Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwig@ssc.edu	Fax:	

Curriculum Information

AAS Title:	Hospitality Management	Credit Hours:	61	CIP Code:	52.0901
AAS Title:		Credit Hours:		CIP Code:	
Certificate Title:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate Title:	Hospitality Management Basics	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	District	<input checked="" type="checkbox"/>	Regional	<input type="checkbox"/>	Statewide	<input type="checkbox"/>
Proposed Implementation Date:	August 1, 2020					

Submission Includes:	
	Part A: Feasibility, Curriculum Quality And Cost Analysis
	Part B: Supportive Documentation And Data

This Curriculum Was Approved By The College Board Of Trustees On:	Date:	
State Approval Is Hereby Requested:		
Required--Chief Administrative Officer Signature	Date	

ICCB USE ONLY			
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE Approval Date For AAS:			

Please Note: ICCB Use Only Box Must Remain On Front Page Of Application Form.

CURRICULUM STRUCTURE.

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

BOLD new courses.

Program Title: Hospitality Management Basics					
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (<i>required</i> coursework). Specify Courses.					
Total					
Career and Technical Education (CTE) Courses (<i>required</i> coursework)	BUS 102	Introduction to Hospitality	3	3	
	BUS 110	Introduction to Event Planning	3	3	
	<i>BUS 203</i>	<i>Principles of Marketing</i>	3	3	
	<i>BUS 220*</i>	<i>Principles of Management</i>	3	3	
	<i>BLW 203</i>	<i>Legal Environment of Business</i>	3	3	
	<i>BUS 224</i>	<i>Supervisory Management</i>	3	3	
Total			18		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)					
Total					
CTE Electives					
Total					
Total Credit Hours Required For Completion			18		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VI.I

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Recommend that the Board of Trustees approve the new Cannabis Dispensary Operations Basic Certificate program for implementation in the fall semester 2020.

ESTIMATED COST OR BENEFIT

The cost of this program will be paid by the Business & Technology budget.

JUSTIFICATION OF ACTION

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

MOTION

Move the Board of Trustees approve the new Cannabis Dispensary Operations Basic Certificate program for implementation in the fall semester 2020.

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)

[Signature]
Originator

3/4/2020
Date

J. Williams
Appropriate Vice President

3/5/2020
Date

[Signature]
President

3/6/2020
Date

Form 20: Application for *Permanent Approval Career & Technical Education Curriculum*

**Illinois Community College Board
Application for *Permanent Approval Career & Technical Education Curriculum***

Submit One Hard Copy & One Electronic Copy

College Name:	South Suburban College	5-Digit College #:	51001
Contact Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwig@ssc.edu	Fax:	

Curriculum Information

AAS Title:		Credit Hours:		CIP Code:	
AAS Title:		Credit Hours:		CIP Code:	
Certificate Title:	Cannabis Dispensary Operations	Credit Hours:	18	CIP Code:	52.0101
Certificate Title:		Credit Hours:		CIP Code:	

Proposed Classification:	District	X	Regional		Statewide	
Proposed Implementation Date:	August 1, 2020					

Submission Includes:	
	Part A: Feasibility, Curriculum Quality And Cost Analysis
	Part B: Supportive Documentation And Data

<i>This Curriculum Was Approved By The College Board Of Trustees On:</i>		Date:	
State Approval Is Hereby Requested:			
<i>Required--Chief Administrative Officer Signature</i>			<i>Date</i>

ICCB USE ONLY			
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE Approval Date For AAS:			

Please Note: ICCB Use Only Box Must Remain On Front Page Of Application Form.

CURRICULUM STRUCTURE.

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

BOLD new courses.

Program Title: Hospitality Management (AAS)					
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (<i>required</i> coursework). Specify Courses.					
Total					
Career and Technical Education (CTE) Courses (<i>required</i> coursework)	CNB 101	Introduction to Cannabis	2	2	
	CNB 102	Dispensary Operations	2	2	
	CNB 103	Cannabis Law	2	2	
	<i>BUS 108*</i>	<i>Introduction to Business</i>	3	3	
	<i>ACC 130</i>	<i>Computerized Accounting</i>	3	3	
	CNB 110	Science of Cannabis	3	2	2
	<i>MIS 101</i>	<i>Computer Literacy & Applications</i>	3	4	
Total			18		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)					
Total					
CTE Electives					
Total					
Total Credit Hours Required For Completion			18		



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VII.A.1

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees accept the retirement of Gregory Soczyk, Police Officer in the Campus Police Department, effective May 31, 2020, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Please see the attached retirement letter from Mr. Soczyk. Replacement of this position aligns with Strategic Direction 2.21; Provide an attractive, safe, healthy, and welcoming learning environment for all students.

MOTION

Move that the Board of Trustees accept the retirement of Gregory Soczyk, Police Officer in the Campus Police Department, effective May 31, 2020, and grant permission to advertise to fill the vacated position, as needed.

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)

J. Clivona
Originator

3/05/20
Date

[Signature]
Director of Human Resources

3/6/2020
Date

[Signature]
Appropriate Vice President

3/6/2020
Date

[Signature]
President

3/6/2020
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VII.A.2

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees accept the resignation of Randy Brown, Trades II Maintenance Worker in the Physical Plant Department, effective February 10, 2020, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

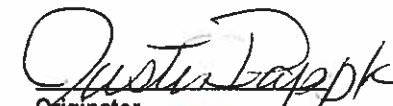

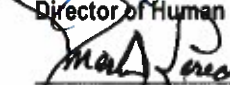

Please see the attached resignation letter from Mr. Randy Brown. Replacement of this position aligns with Strategic Direction 2.21; Provide an attractive, safe, healthy, and welcoming learning environment for all students.

MOTION

Move that the Board of Trustees accept the resignation of Randy Brown, Trades II Maintenance Worker in the Physical Plant Department, effective February 10, 2020, 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?
- * Is this part of a large project requiring additional funds? (Explain)

 3/4/20
 Originator Date
 3/6/2020
 Director of Human Resources Date
 3/6/2020
 Appropriate Vice President Date
 3/6/2020
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VII.A.3

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the resignation of Mr. Reynaldo Dumas, Microcomputer Lab Coordinator in the Academic Computing and Telecommunications Department, effective March 6, 2020, and grant permission to advertise to fill the vacated position as needed.

ESTIMATED COST OR BENEFIT

Not Applicable

JUSTIFICATION OF ACTION

This position is required to fill the vacancy created by the resignation of Mr. Reynaldo Dumas. This position aligns with Strategic Direction 2, SSC 2.221, to provide an attractive, safe, healthy, and welcoming learning environment for all students.

MOTION

Move that the Board of Trustees accept the resignation of Mr. Reynaldo Dumas, Microcomputer Lab Coordinator in the Academic Computing and Telecommunications Department, effective March 6, 2020, 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

	2/26/2020
Originator	Date
	3/6/2020
Director of Human Resources	Date
	2/24/2020
Appropriate Vice President	Date
	3/6/2020
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VII.B.1

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees accept the appointment of Jordan Hickey to the position of Financial Aid Manager in the Financial Aid Department, effective March 16, 2020, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time Technical Professional Exempt position; 40 hours per week, 52 weeks per year, with an annual salary of \$50,975 plus benefits.

JUSTIFICATION OF ACTION


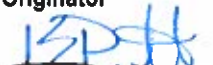
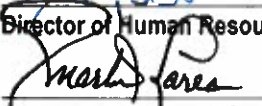

Replacement of this position is in alignment with SSC Direction #2, SSC 2.2; Provide high quality, accessible, affordable credit courses and associate degree and certificate programs for a diverse academically prepared student body to assist them in preparing for occupations that require career education beyond high school level.

MOTION

Move that the Board of Trustees accept the appointment of Jordan Hickey to the position of Financial Aid Manager in the Financial Aid Department, effective March 16, 2020, pending successful completion of a criminal background investigation.

Approvals:

- * 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)

 Originator	3/6/20 Date
 Director of Human Resources	3/6/2020 Date
 Appropriate Vice President	3/6/2020 Date
 President	3/6/2020 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY20-VII.C.1

Board Meeting Date: March 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to advertise to fill the position of Administrative Assistant I in the Social & Behavioral Sciences Department.

ESTIMATED COST OR BENEFIT

This is a Grade VII position on the support staff salary schedule; 35 hours per week, 52 weeks per year.

JUSTIFICATION OF ACTION

Replacement of this position is needed to assist in providing credit courses and associate degree programs for students (Strategic Direction #2; Student Success and Completion, Goal SSC 2.1)

MOTION

Move that the Board of Trustees grant permission to advertise to fill the position of Administrative Assistant I in the Social & Behavioral Sciences Department.

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

<i>Natalie Page</i> Originator	<i>3/6/2020</i> Date
<i>Kim Pyatt</i> Director of Human Resources	<i>3/6/20</i> Date
<i>John S. Williams</i> Appropriate Vice President	<i>3/6/2020</i> Date
<i>[Signature]</i> President	<i>3/6/2020</i> Date