

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

1. 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)



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

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 Kusper.

#### 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.

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.

Board Meeting February 13, 2020 Page 3

- 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.

Board Meeting February 13, 2020 Page 4

#### 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 CO	LLEGE BOARD AGENDA	REQUEST	Agenda Item_FY20-VI.A
For Board Information in I	March, 2020.	For Board A	ction in March, 2020.
Board Committee:PolicyXFinanceArchitecturalOther	Funding:College OperatingCollege CapitalProtection, Health and Safety		_Grant Funded _Student Life _Special Levies
	PROPOSAL S	UMMARY	
	ESTIMATED COST	ΓOR BENEFI	т
	JUSTIFICATION	OF ACTION	
packet for the period end	ned Investment Report and ling January 31, 2020. This continue to provide an effic	s action suppo	nmary enclosed in your Board orts Vision Statement Strategic ent, and financially secure
	MOTIC	ON	
Move to accept the Finar	ncial Report as presented.		
*Are funds available in the *Is this related to any prev *Specify above if matching *Is this part of a large projadditional funds? (Explain	rious Board action?g funds are required.	Zin	ovals  oller/Treasurer  area
*Attach supplemental info	rmation as necessary	Vice F	President Walter Control of the Cont

# 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:

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

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

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

On page eight of the Investment Report you will see our investments for the period:

Total Investments	Average Rate	Basis Point Change
	of Return	from Last Month
\$8,035,221.16	2.77%	4

# SOUTH SUBURBAN COLLEGE South Holland, Illinois

	Revenue	Revenue	Monthly
	Educational	O&M	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
	Evenonditures	Eron om dilleren o	Mandala.
	Expenditures	Expenditures	Monthly
Tech .	Educational	O&M	Total
July	<b>Educational</b> \$2,422,603.27	<b>O&amp;M</b> \$293,525.33	<b>Total</b> \$2,716,128.60
August	<b>Educational</b> \$2,422,603.27 \$3,279,917.85	<b>O&amp;M</b> \$293,525.33 \$468,433.02	<b>Total</b> \$2,716,128.60 \$3,748,350.87
August September	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76	<b>O&amp;M</b> \$293,525.33 \$468,433.02 \$316,131.07	<b>Total</b> \$2,716,128.60 \$3,748,350.87 \$2,166,627.83
August September October	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09	<b>O&amp;M</b> \$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95
August September October November	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27
August September October November December	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99
August September October November December January	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27
August September October November December January February	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99
August September October November December January February March	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99
August September October November December January February March April	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99
August September October November December January February March April May	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99
August September October November December January February March April	\$2,422,603.27 \$3,279,917.85 \$1,850,496.76 \$1,863,376.09 \$1,655,702.85 \$2,762,247.50	\$293,525.33 \$468,433.02 \$316,131.07 \$317,442.86 \$310,017.42 \$237,006.49	\$2,716,128.60 \$3,748,350.87 \$2,166,627.83 \$2,180,818.95 \$1,965,720.27 \$2,999,253.99

# SOUTH SUBURBAN COLLEGE South Holland, Illinois

	Revenues	Expenditures	Monthly
	All Funds	All Funds	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	Average Rate	Basis Point Change
	Total	of Return	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
	\$0,033,221.10	2.///0	·
February	\$0,033,221.10	2.77 70	•
March	¥0,033,221.10	2.77 70	·
March April	Ψ0,033,221.10	2.77 70	·
March April May	Ψ0,033,221.10	2.77 70	·
March April	Ψ0,033,221.10	2.77 70	·

		Fund 1	Fund 2	Fund 3	Fund 3
Description	Date	Educational	Opr. & Maint.	O&M Rst(300)	PH&S(379)
MB Financial		0.00			
MB Financial	-	0.00	0.00	0.00	0.00
		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	i i	3,213,587.03	0.00	0.00	0.00
MB Contributory Trust		94.83	0.00	0.00	0.00
IIIT Money Market	i	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
	-/-	3/123/113:10	0.00	0.00	0.00
Transactions:					
Illinois Funds MM deposit	1/2	40 279 00			
		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			1-0-
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					
meerest on it runds MM December	1/31	2,122.84			
				1	
9-31					
4146			***		999
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93.95		İ			, · · · · · · · · · · · · · · · · · · ·
78.0					
					-
		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
1B Financial		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	
MA/I S D L A F + = Fixed Investment Accounts					0.00
		0.00	0.00	0.00	0.00
Ilinois Funds		2,116,538.08	0.00	0.00	0.00
1B Contributory Trust		94.83	0.00	0.00	0.00
IIT 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
-			*		

MB Financial MB Financial MB Financial MB Financial MB Financial PMA/I S D L A F + = ISDMAX PMA/I S D L A F + = Fixed Investment Accounts Illinois Funds MB Contributory Trust IIIT Money Market 53 Financial Money Market Totals  Transactions:  Illinois Funds MM deposit Illinois Funds MM deposit Illinois Funds MM deposit Illinois Funds MM deposit	1/1 1/2 1/8 1/8	Fund 4 Bond & Int.  0.00 0.00 0.00 0.00 0.00 0.00 0.00	Fund 5 Auxiliary  0.00 0.00 0.00 0.00 0.00 0.00 0.00 0	Fund 6 Restricted  0.00 0.00 0.00 0.00 0.00 0.00 0.00 0	Fund 7 Working Cash  0.00 0.00 0.00 0.00 0.00 0.00 0.00 0
MB Financial MB Financial MB Financial MB Financial MB Financial PMA/I S D L A F + = ISDMAX PMA/I S D L A F + = Fixed Investment Accounts Illinois Funds MB Contributory Trust IIIT Money Market 53 Financial Money Market Totals  Transactions:  Illinois Funds MM deposit Illinois Funds MM deposit Illinois Funds MM deposit	1/1	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	0.00 0.00 0.00 0.00 0.00 0.00 0.00
MB Financial  MB Financial  PMA/I S D L A F + = ISDMAX  PMA/I S D L A F + = Fixed Investment Accounts  Illinois Funds  MB Contributory Trust  IIIT Money Market  53 Financial Money Market  Totals  Transactions:  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit	1/2 1/8	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00
MB Financial  PMA/I S D L A F + = ISDMAX  PMA/I S D L A F + = Fixed Investment Accounts  Illinois Funds  MB Contributory Trust  IIIT Money Market  53 Financial Money Market  Totals  Fransactions:  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit	1/2 1/8	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00
MB Financial  PMA/I S D L A F + = ISDMAX  PMA/I S D L A F + = Fixed Investment Accounts  Illinois Funds  MB Contributory Trust  IIIT Money Market  53 Financial Money Market  Totals  Transactions:  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit	1/2 1/8	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00
PMA/I S D L A F + = ISDMAX  PMA/I S D L A F + = Fixed Investment Accounts  Illinois Funds  MB Contributory Trust  IIIT Money Market  53 Financial Money Market  Totals  Transactions:  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit  Illinois Funds MM deposit	1/2 1/8	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00
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MB Contributory Trust  IIIT Money Market 53 Financial Money Market Totals  Transactions:  Illinois Funds MM deposit Illinois Funds MM deposit Illinois Funds MM deposit Illinois Funds MM deposit	1/2 1/8	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00
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1B Financial		0.00	0.00	0.00	0.00
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PMA/I S D L A F + = Fixed Investment Accounts					
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llinois Funds		0.00	0.00	0.00	0.00
1B Contributory Trust		0.00	0.00	0.00	0.00
IIT Money Market		0.00	0.00	0.00	0.00
3 Financial Money Market		0.00	0.00	0.00	0.00
Totals	1/31	0.00	0.00	0.00	0.00
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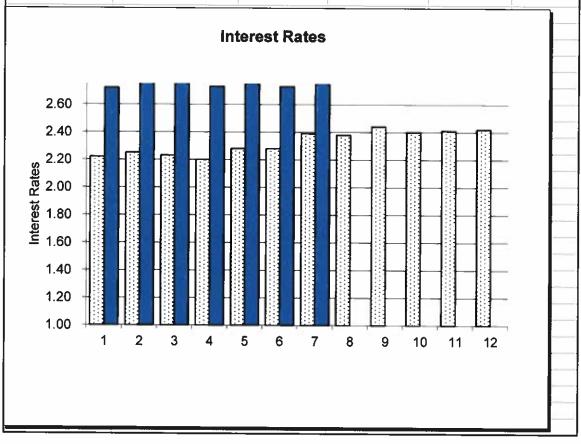
	INVES	TMENT WORKSHE			
		Fund 10	Fund 11	Fund 12	
Description	Date	T & A	Audit	Special Levies	Total
MD Financial					
MB Financial MB Financial		0.00	0.00	0.00	0.00
		0.00	0.00	0.00	4,942,835.14
MB Financial		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	32.79
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	3,213,587.03
MB Contributory Trust		0.00	0.00	0.00	94.83
IIIT Money Market		0.00	0.00	0.00	935,786.00
53 Financial Money Market		7,157.01	0.00	0.00	39,934.32
Totals	1/1	7,157.01	0.00	0.00	9,132,270.11
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Fransactions:					
Illinois Funds MM deposit	1/2				0.00
Illinois Funds MM deposit					49,378.00
Illinois Funds MM deposit	1/8				11,892.00
Illinois Funds MM deposit	1/8				94,041.32
	1/9				323,106.09
Illinois Funds MM deposit	1/14				49,378.00
llinois Funds MM deposit	1/27				11,892.00
llinois Funds MM deposit	1/27				1,499,870.80
Ilinois Funds MM deposit	1/29				49,378.00
Ilinois Funds MM deposit	1/29				11,892.00
Fransfer from IL Funds MM to 53 Cash	1/30				(3,200,000.00)
nterest on IL Funds MM December	1/31			1	2,122.84
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MB Financial		0.00	0.00	0.00	0.00
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MB Financial		0.00	0.00	0.00	0.00
PMA/ISDLAF+=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
llinois Funds		0.00	0.00	0.00	2,116,538.08
MB Contributory Trust		0.00	0.00	0.00	94.83
IIT Money Market		0.00	0.00	0.00	935,786.00
		7,157.01	0.00	0.00	39,934.32
3 Financial Money Market		7,237.01			
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3 Financial Money Market Totals	1/31	7,157.01	0.00	0.00	8,035,221.16 0.00

<u> </u>	INVESTM	ENT SUMMARY	Di mele = -	<b>NA-4</b>	-		
Fund	Interest Rate	Amarint	Purchase	Maturity	Type Code		0-10-1-1
	Rate	Amount	Date	Date	Code		Certificate Number / Institutions
Liquid Accounts:	2.00						
Liquid Series ISDMAX	2.00	0.00		Open	90	ISDLAF+	
ISDMAX	2.00	32.79		Open	90	ISDLAF+	
MBFinancial	3.00	4,982,864.29 2,116,538.08 935,786.00	_	Open	90	MB	
Daily Account IIIT Money Market	2.40	2,116,538.08		Open Open	50	IL Funds	
IIIT Money Market	2.40	935,786.00		Open	50	IIIT	
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Grand Total		8,035,221.16					
verage %	2.77	(Weighted Averag	ie)				

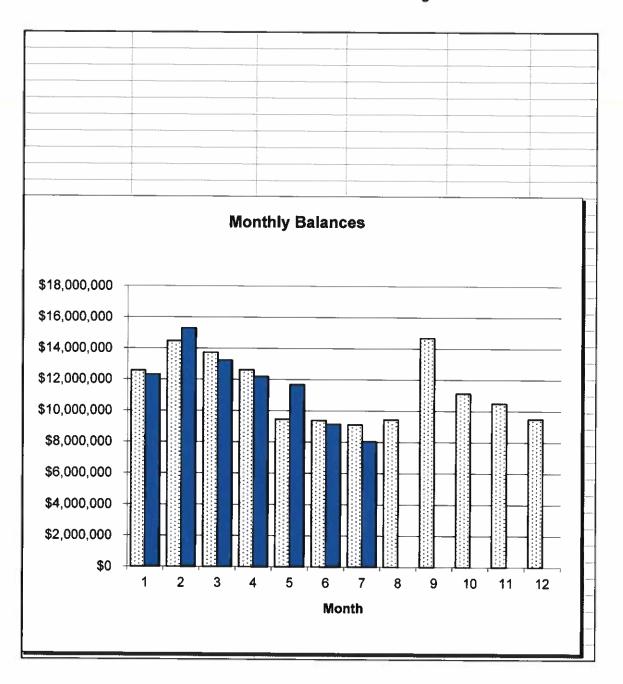
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	Investment				Percent
	arrasonant.	Dogg 4	Dane	70-1-1	rencent
4.0	11.6.6	Page 4	Page 6	Total	to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	0.00	0.00	0.00	0%
30	Time Deposits Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
70	mutudi Fulius	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	4 092 907 09	62%
	Total	4,982,897.08 8,035,221.16	0.00	4,982,897.08 8,035,221.16	1000/
	Total	8,033,221.16	0.00	0,035,221.16	100%
	Average %	2.77			
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# South Suburban College

		Investmen	t Summary	
	F Y 201	3 - 2019	FY	2019 - 2020
	Month End	Percent	Month End	Percent
Month	Balance	Return	Balance	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





Agenda Item FY20-VI.B

For Board Information in March, 2020.	For Board Action in March, 2020.
FinanceX_ Collect	FUNDING: ge OperatingX Grant Funded ge CapitalX Student Life ction, Health, and SafetyX Special Levies
PRO	POSAL SUMMARY
ESTIMAT	ED COST OR BENEFIT
	ICATION OF ACTION
Paying the bills supports (Vision Statement Str provide an efficient, transparent, and financially	ategic Direction 2, SSC.2.17) to continue to y secure institution.
	MOTION
Hereby authorize the Treasurer to pay the follo	wing 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?ves * 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  Marin areque  Vice-President



	ITEM: FY20-VI.C
	Board Meeting Date: March 12, 2020
BOARD COMMITTEE FU	UNDING
Policy Operating X Finance College Capital Architectural Protection, Health and Safety	·
PROPOSAL SUMMARY	<u>(                                    </u>
To accept the bid of the lowest qualified for the purchase of Philips	EPIQ 7 Xmatrix.
ESTIMATED COST OR BEN	VEFIT
\$46,450.00	
JUSTIFICATION OF ACT	TION
To provide the Echocardiography Program with state-of-the-art equipurchase is necessary to develop access, and improve technology	
MOTION	
To accept the bid of Sentinel Imaging Group, Inc., Clarks Summit, purchase of Philips EPIQ 7 Xmatrix.	Pennsylvania in the amount of \$46,450.00 for the
* 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)  Original  Approp	Approvals:    Same Same Same Same Same Same Same Same



# 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



	ITEM: FY20-VI.D
	Board Meeting Date: March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>
Finance Cartestural	Operating Grant Funded College Capital Student Life Protection, Health and Special Levies Safety
	ROPOSAL SUMMARY
Move that the Board of Trustees approve the	2020-2025 Strategic Plan.
ESTIM	ATED COST OR BENEFIT
N/A	
JUST	IFICATION OF ACTION
This action supports the Mission Statement a	and provides strategic direction for the college.
	MOTION
Move that the Board of Trustees approve the	2020-2025 Strategic Plan.
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)	Approvals:  Originator  Date  Appropriate Vice-President  Date  Date  Date  Date



	ITEM: FY20-VI.	<u> </u>
	Board Meeting Date:	March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>	
Other Safety	Capital Student I n, Health and Special L	_ife
	L SUMMARY	
Recommend that the Board of Trustees approimplementation in the fall semester 2020.	ove the new CCNA Network Te	chnician Certificate for
ESTIMATED C	OST OR BENEFIT	
The cost of this program will be paid by the Busines	ss & Technology budget.	
JUSTIFICATI	ON OF ACTION	
This program is an upgrade to a previous Basic cer This action will assist in in providing credit courses prepared student body. (Strategic Direction #2 –	and associate degree programs for	an academically
MC	OTION	
Move the Board of Trustees approve the new CCI fall semester 2020.	NA Network Technician Certificate f	or implementation in the
* Are funds available in the budget?	Approvals:	
* Is this related to any previous Board action? * Is this part of a large project requiring additional funds? (Explain)	Originator	<u>3/4/20</u> 20 Date
	Appropriate Vice President	3/5/2420 Date
	Président Président	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 Sul	ourban Coll	ege	E DES	5-Digi	it Colle	ge #:	51001	
Contact Perso	n: Anna	Anna M. Helwig			Phone:				
Email: Ahel	vig@ssc.edu				a mility	F	ax:		
		Cui	rriculu	m Infor	mation		_	<u> </u>	
AAS Title:	an Muuris II	TEN PER I	1		Credit I	Hours:	- 20 W	CIP Code:	
AAS Title:	The state of the s			T. T. S.	Credit I	Hours:		CIP Code:	
Certificate Title	CCNA N	etwork Tecl	nnician	VIII-III TORE	Credit I	Hours:	33	CIP Code:	11.040
Certificate Title		rejii kartenii			Credit I	Hours:	#111	CIP Code:	
Proposed Class	ification:	District	X	Reg	ional			Statewide	A
Proposed Imple	mentation Da	ate: A	ugust	1, 2020			(Witter)		13 13
Submission Inc	ludes:						(a)		
Part	A: Feasibility,	Curriculum (	Quality	And Co	st Analys	sis			
Part	3: Supportive	Documental	tion And	d Data	-				
This Curriculur	n Was Appro	ved By The	Colleg	e Boar	d Of Trus	stees (	)n:	Date:	
State Approval					Kiii NUK			Date.	184 LL 1
		RequiredCl	hief Ad	minist	rative Of	ficer S	gnatu	e D	ate
	<u>-</u>	•				-			:
CCB USE ONL	Y								
CCB Approval [	ate: AAS:		<	29 ch (	Cert:		3	0+ ch Cert:	
BHE Approval [	ate For AAS			7 300	A TOTAL				

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 (required coursework). Specify Courses.						
Total						
Career and Technical	MIS 110	Intro to Computer Technology	3	2	2	
Education (CTE) Courses	CIS 130	Voice, Data, Video, Fiber Cabling	3	2	2	
(required coursework)		Cisco IT Essentials A+ Certification	4	2	4	
		Net+ Certification	3	2	2	
	MIS 111*	Advanced Operating Systems	3	4		
	MIS 130	DataCommunication& Networking	3	3		
		Cisco CCNA 1	4	3	2	
		Cisco CCNA 2	4	3	2	
		Cisco CCNA 3	4	3	2	
	CIS 225*	CCNA Test Prep	2	1	3	
Total			33	a way		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)						
Total						
CTE Electives						
Total	ika ili wal					
Total Credit Hours Required For Completion			33			



	ITEM: FY20-VI.F
	Board Meeting Date: March 12, 2020
BOARD COMMITTEE	FUNDING
<pre>Policy X Operating Finance College Capital Architectural Protection, Health Other Safety</pre>	Grant Funded Student Life Special Levies
PROPOSAL SUMM/	
Recommend that the Board of Trustees approve the new limplementation in the fall semester 2020.	lospitality Management AAS degree program for l
ESTIMATED COST OR E	BENEFIT
The cost of this program will be paid by the Business & Tech	nology budget.
JUSTIFICATION OF A	CTION
Based on the local economic development in the region this This action will assist in in providing credit courses and asso prepared student body. (Strategic Direction #2 – Student \$	ciate degree programs for an academically
MOTION	
Move the Board of Trustees approve the new program Hosp implementation in the fall semester 2020.	itality Management AAS degree program for
* Are funds available in the budget? * Is this related to any previous Board action?	Approvals:
* Is this part of a large project requiring additional funds? (Explain)	<u> </u>
Apr	William 3/5/2020 propriate Vice President Date
P <sub>P</sub> 6	Storopriate Vice President Date  Storic Date  3/6/2028  Sident 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:	W2=	

# **Curriculum Information**

AAS Title:	Hospitality Management		Credit Hours:	61	CIP Code:	52.0901
AAS Title:		and the second of the second of	Credit Hours:		CIP Code:	(=08 ) (0H
Certificate 1	Title:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate 1	Title:	<b>Hospitality Management Basics</b>	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	District	X	Regional	Statewide		
Proposed Implementation D	ate: A	August 1, 2020				
Submission Includes:						
Part A: Feasibility,	Curriculum	Quality	And Cost Analysis			
Part B: Supportive						

This Curriculum Was Approved By The College Board Of Trustees On: Da	te:
State Approval Is Hereby Requested:	
RequiredChief Administrative Officer Signature	Date

ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
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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	BUS 105*	Business Math	3	3	
(required coursework).	PHL 102	Ethics	3	3	
Specify Courses.	PSY 101	Introduction to Psychology	3	3	
	ENG 101*	Composition & Rhetoric	3	3	
	SPE 108*	Oral Communication	3	3	
Total			15		
Career and Technical	BUS 102	Introduction to Hospitality	3	3	
Education (CTE) Courses		Introduction to Event Planning	3	3	
(required coursework)		Principles of Marketing	3	3	
	The second secon	Principles of Management	3	3	
	to the same to the same to the same to	Legal Environment of Business	3	3	
		Supervisory Management	3	3	
	ACC 120*	Financial Accounting	4	4	
	ACC 121*	Managerial Accounting	3	3	
	BUS 108	Introduction to Business	3	3	
	BUS 221*	Human Relations in Organizations	3	3	
		Human Resources Administration	3	3	
		Operations Management	3	3	
		Computer Literacy & Applications or	(3)	4	
		Business Communication	(3)	2	
		Front Office Operations	3	3	2
Total			43		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.)	BUS 254*	Marketing Management Internship	3	1	
  Total			3		
CTE Electives					
Total					
Total Credit Hours Required For Completion			61		



	ITEM: FY20-	VI.G
	Board Meeting Date	e: March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>	
Policy Finance Architectural Other	X Operating Grant F College Capital Studen Protection, Health and Special Safety	
	PROPOSAL SUMMARY	
Recommend that the Board of Tri implementation in the fall semester	rustees approve the new Hospitality Management 2020.	nt Certificate program for
	ESTIMATED COST OR BENEFIT	_
The cost of this program will be pai	d by the Business & Technology budget.	
	JUSTIFICATION OF ACTION	
This action will assist in in providing	lopment in the region this program will serve emerged credit courses and associate degree programs for Direction #2 – Student Success and Completion	or an academically
	MOTION	
Move the Board of Trustees approin the fall semester 2020.	ve the new Hospitality Management Certificate pr	ogram for implementation
* Are funds available in the budget?	Approvals:	
* Is this related to any previous Board action is this part of a large project requiring additional funds? (Explain)	Originator	<u>3/4/2</u> 020 Date
	Y. Williams Appropriate Vice President	3/5/2020 Date
	President	Date 3/6/2028 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:	Ahelwi	g@ssc.edu	Fax:	

### **Curriculum Information**

AAS Title:	Hos	pitality Management	Credit Hours:	61	CIP Code:	52.0901
AAS Title:	1888		Credit Hours:	Option (	CIP Code:	
Certificate 1	Γitle:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate 1	Γitle:	Hospitality Management Basics	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	District	t X	Regional	Statewide
Proposed Implementation D	ate:	August	1, 2020	
Submission Includes:				
Part A: Feasibility,	Curriculum	Quality	And Cost Analysis	
Part B: Supportive				

This Curriculum Was Approved By The College Board Of Trustees On: D	ate:
State Approval is Hereby Requested:	100 400 100 100
RequiredChief Administrative Officer Signature	Date

ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:
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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	e		
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (required coursework). Specify Courses.	BUS 105* PHL 102 PSY 101	Business Math Ethics Introduction to Psychology	3 3 3	3 3 3	
Total			9		
Career and Technical Education (CTE) Courses ( <i>required</i> coursework)	ACC 120* ACC 121* BUS 108 BUS 221* BUS 227* BUS 285 MIS 101. OAT 172* BUS 160	Financial Accounting Managerial Accounting Introduction to Business Human Relations in Organizations Human Resources Administration Operations Management Computer Literacy & Applications or Business Communication Front Office Operations	4 3 3 3 3 3 (3) (3) (3) 3	4 3 3 3 3 4 2 3	2
Total			2.0		3141
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.) Total					
CTE Electives					
Total Credit Hours Required For Completion			34		



	ITEM:	.n 
	Board Meeting Date:	March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>	
PolicyX	Operating Grant Fun College Capital Student L Protection, Health and Special L Safety	ife
	PROPOSAL SUMMARY	
Recommend that the Board of Trust implementation in the fall semester 202	tees approve the new Hospitality Manageme 20.	nt Basics program for
ES	TIMATED COST OR BENEFIT	
The cost of this program will be paid by	the Business & Technology budget.	
JL	JSTIFICATION OF ACTION	
This action will assist in in providing cre	nent in the region this program will serve emergined to courses and associate degree programs for a section #2 – Student Success and Completion,	an academically
	MOTION	
Move the Board of Trustees approve the fall semester 2020.	he new Hospitality Management Basics program	m for implementation in
* Are funds available in the budget? * Is this related to any previous Board action?	Approvals:	
* Is this part of a large project requiring additional funds? (Explain)	Originator Originator	3/4/2020 Date
	J. William Appropriate Vice President	3/5/2000 Date
	President 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		South Suburban College	5-Digit College #:	51001
Contact	Person:	Anna M. Helwig	Phone:	708-210-5706
Email:	Ahelwi	g@ssc.edu	Fax:	

# **Curriculum Information**

AAS Title:	Hos	pitality Management	Credit Hours:	61	CIP Code:	52.0901
AAS Title:			Credit Hours:	Par Ite	CIP Code:	
Certificate 1	Title:	Hospitality Management Certificate	Credit Hours:	34	CIP Code:	52.0901
Certificate 1	Title:	Hospitality Management Basics	Credit Hours:	18	CIP Code:	52.0901

Proposed Classification:	Distric	t X	Regional	Statewide		
Proposed Implementation D	ate:	August 1, 2020				
Submission Includes:						
Part A: Feasibility,	Curriculum	n Quality	And Cost Analysis			
Part B: Supportive						

This Curriculum Was Approved By The College Board Of Trustees On:	Date:	
State Approval Is Hereby Requested:		NOTE OF
RequiredChief Administrative Officer Signatur	re	Date

ICCB USE ONLY				
ICCB Approval Date:	AAS:	<29 ch Cert:	30+ ch Cert:	
IBHE Approval Date Fo	or 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 (required coursework). Specify Courses.							
Total							
Career and Technical		Introduction to Hospitality	3	3			
Education (CTE) Courses (required coursework)	BUS 110	Introduction to Event Planning	3	3			
(rodanca coarsework)		Principles of Marketing Principles of Management	3	3			
		Legal Environment of Business	3	3			
	BUS 224	Supervisory Management	3	3			
Total			18				
Work-Based Learning	See and						
Courses (internship, practicum, apprenticeship, etc.) Total							
CTE Electives Total							
Total Credit Hours	DOMESTIC OF THE		18				
Required For Completion			10				



	ITEM: _	FY20-VI.I
	Board Me	eeting Date: March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>	
Policy X Finance — Architectural — Other	Operating College Capital Protection, Health and Safety	_ Grant Funded Student Life _ Special Levies
	PROPOSAL SUMMARY	
Recommend that the Board of Trustee program for implementation in the fall se		ensary Operations Basic Certificate
EST	IMATED COST OR BENEFIT	
The cost of this program will be paid by	the Business & Technology budge	l.
JU	STIFICATION OF ACTION	
Based on the local economic development This action will assist in in providing cree prepared student body. (Strategic Direction)	dit courses and associate degree p	rograms for an academically
	MOTION	
Move the Board of Trustees approve the implementation in the fall semester 202		rations Basic Certificate program for
* Are funds available in the budget? * Is this related to any previous Board action?		Approvals:
* Is this part of a large project requiring additional funds? (Explain)	Originator	3/4/2020 Date
	Appropriate Vice P	Date  Date  Cama 3/5/2028  Tresident Date
	President	Date   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

Contact Person: Anna M. Helwig Fax:    Fax:	College N	College Name: South Suburban College					5-Di	igit Colle	ege#:	51001	
Curriculum Information  AAS Title:  Credit Hours: Credit H	Contact F	erson:	Anna N	I. Helwig				F	hone:	708-210-570	6
AAS Title:  Credit Hours:  Credit Hours:  CIP Code:  Certificate Title:  Certificate Title:  Credit Hours:  Credit Hours:  Credit Hours:  CIP Code:  52.01  Certificate Title:  Credit Hours:  Credit Hours:  CIP Code:  CIP Code:  Credit Hours:  CIP Code:  CIP Code:  Cod	Email:	Ahelwig	@ssc.edu				DV& BAR	F	ax:		We will
AAS Title:  Certificate Title:  Cerdit Hours:  CIP Code:  CIP Code:  CIP Code:  Code:  Cerdit Hours:  CIP Code:  Code:  Cerdit Hours:  CIP Code:  Code				<u>Cur</u>	riculur	n Info	rmation				
Certificate Title: Cannabis Dispensary Operations Credit Hours: 18 CIP Code: 52.01  Certificate Title: Credit Hours: CIP Code:	AAS Title						Credi	t Hours	San No	CIP Code:	15 Y 25 4 7 11 1
Certificate Title:  Certificate Title:  Credit Hours:  Credit Hours:  CIP Code:  Credit Hours:  CIP Code:  Credit Hours:  CIP Code:  Co	AAS Title		781		5 YE	PATE 1	Credi	t Hours	NHOS	CIP Code:	112
Proposed Classification:  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:  State Approval Is Hereby Requested:	Certificate	e Title:			у		Credi	t Hours	18	CIP Code:	52.0101
Proposed Implementation Date:  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:  State Approval Is Hereby Requested:	Certificate	e Title:	REGILL WA	I MESSER			Credi	t Hours	33	CIP Code:	
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:  State Approval Is Hereby Requested:	Proposed	Classification: District X Regional						Statewide			
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: State Approval Is Hereby Requested:	Proposed	Implem	entation Da	te: A	ugust 1	1, 2020					
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: State Approval Is Hereby Requested:	Submission	on inclu	des:								
Part B: Supportive Documentation And Data  This Curriculum Was Approved By The College Board Of Trustees On: Date:  State Approval Is Hereby Requested:	17.67			Curriculum (	Quality .	And C	ost Ana	lysis			
State Approval Is Hereby Requested:						_				N 4 - 200	
State Approval Is Hereby Requested:											
RequiredChief Administrative Officer Signature Date			Hereby Red	juested:				Diagram.			
Dute			R	equiredCl	nief Ad	minist	rative (	Officer S	ignatu	re E	ate
	ICCB HEE		<b>=</b> 1								

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

<29 ch Cert:

30+ ch Cert:

**ICCB Approval Date:** 

**IBHE Approval Date For AAS:** 

AAS:

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



FY20-VII.A.1

ITEM:

Board Meeting Date: March 12, 2020 **BOARD COMMITTEE FUNDING** Policy Operating **Grant Funded** College Capital **Finance Student Life** Architectural Protection, Health and **Special Levies** Other Safety 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)  $\frac{3/05/20}{\text{Date}}$ Date  $\frac{3/6/2020}{\text{Date}}$ Date Director of Human Resources ppropriate Vice President



	ITEM:FY20-VII.A.2
	Board Meeting Date: March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>
Finance Architectural	Operating Grant Funded College Capital Student Life Protection, Health and Special Levies Safety
P	ROPOSAL SUMMARY
	esignation of Randy Brown, Trades II Maintenance Worker in the Physical 2020, and grant permission to advertise to fill the vacated position, as
ESTIN	MATED COST OR BENEFIT
N/A	
JUST	TIFICATION OF ACTION
	om Mr. Randy Brown. Replacement of this position aligns with Strategic ealthy, and welcoming learning environment for all students.
	MOTION
	resignation of Randy Brown, Trades II Maintenance Worker in the ry 10, 2020, and grant permission to advertise to fill the vacated
* 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:    Approvals:   3/4/20   3/4
	President Date



ITEM:

FY20-VII.A.3

	Board Meeting Date: March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>
Policy Finance Architectural Other	X Operating Grant Funded College Capital Student Life Protection, Health and Special Levies Safety
	PROPOSAL SUMMARY
Request that the Board of Trustee in the Academic Computing and T advertise to fill the vacated position	s accept the resignation of Mr. Reynaldo Dumas, Microcomputer Lab Coordinator elecommunications Department, effective March 6, 2020, and grant permission to as needed.
	ESTIMATED COST OR BENEFIT
Not Applicable	
	JUSTIFICATION OF ACTION
This position is required to fill the with Strategic Direction 2, SSC 2.2 for all students.	acancy created by the resignation of Mr. Reynaldo Dumas. This position aligns 21, to provide an attractive, safe, healthy, and welcoming learning environment
	MOTION
	ccept the resignation of Mr. Reynaldo Dumas, Microcomputer Lab Coordinator in communications Department, effective March 6, 2020, and grant permission to as needed.
* Are funds available in the budget? Yes * Is this related to any previous Board ac * Is this part of a large project requiring additional funds? (Explain) No	Approvals:  ion? No  Approvals:  Approvals:  A/Ab/A010  Originator  Date  3/6/2020  Date  2/24/2020



1: FY20-VII.B.1
rd Meeting Date: March 12, 2020
<u>3</u>
Grant Funded Student Life Special Levies
to the position of Financial Aid Manager in ssful completion of a criminal background
eek, 52 weeks per year, with an annual
2.2; Provide high quality, accessible, or a diverse academically prepared student ation beyond high school level.
to the position of Financial Aid Manager ssful completion of a criminal background
Approvals:    Sample   3/6/2020     Date   3/6/2020     Ce President   3/6/2020     Colored   3/6/2020     Colored



ITEM: FY20-VII.C.1

Board Meeting Date: March 12, 2020

	Double incoming Date. March 12, 2020
BOARD COMMITTEE	<u>FUNDING</u>
Finance (	Operating Grant Funded College Capital Student Life Protection, Health and Special Levies Safety
PI	ROPOSAL SUMMARY
Move that the Board of Trustees grant perm Social & Behavioral Sciences Department.	ission to advertise to fill the position of Administrative Assistant I in the
ESTIM	ATED COST OR BENEFIT
This is a Grade VII position on the support st	aff salary schedule; 35 hours per week, 52 weeks per year.
JUST	TIFICATION OF ACTION
Replacement of this position is needed to assistudents (Strategic Direction #2; Student Suc	sist in providing credit courses and associate degree programs for cess and Completion, Goal SSC 2.1)
	MOTION
Move that the Board of Trustees grant perm Social & Behavioral Sciences Department.	ission to advertise to fill the position of Administrative Assistant I in the
	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	Matalie Page 3/6/2020 Originator Date  Disperse of Human Page 1976
	Director of Human Resources  Date    Color   Color
	President Date