



**South Suburban College
Regular Meeting of the Board of Trustees**

November 12, 2020



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

VIRTUAL ATTENDANCE VIA ZOOM MEETINGS

<https://zoom.us/j/93917306893>

MEETING ID: 939 1730 6893

POLICY COMMITTEE MEETING AGENDA

ROGERS, CHAIR; PAYNE AND WELLS

THURSDAY, NOVEMBER 12, 2020

7:40 PM

- I. Recommendation to approve the second reading of and to adopt new Board Policy 204.02: Social Media Policy



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

VIRTUAL ATTENDANCE VIA ZOOM MEETINGS

<https://zoom.us/j/93917306893>

MEETING ID: 939 1730 6893

FINANCE COMMITTEE MEETING AGENDA

DEFILIPPO, CHAIR; DALY AND ROGERS

THURSDAY, NOVEMBER 12, 2020

7:50 PM

-
- I. Recommendation to approve the Resource Allocation Management Plan (R.A.M.P), as presented
 - II. Recommendation to approve the estimated amount of taxes to be levied for 2020 as required by law



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

VIRTUAL ATTENDANCE VIA ZOOM MEETINGS

<https://zoom.us/j/93917306893>

MEETING ID: 939 1730 6893

REGULAR BOARD MEETING AGENDA

THURSDAY, NOVEMBER 12, 2020

8:00 PM

I. CALL TO ORDER/ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

<https://zoom.us/j/93917306893>

MEETING ID: 939 1730 6893

IV. PRESENTATIONS/REPORTS

- A. Recognition of the Spring 2020 Men's Bulldog Basketball Team (D. King)
- B. Persevering through the Pandemic (D. King/T. Williams)

V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- A. Policy Committee meeting held October 8, 2020
- B. Regular Board of Trustees meeting held October 8, 2020

VI. NEW BUSINESS

- A. Monthly Financial Report (T. Pollert)
- B. Approval of the payment of bills for November, 2020 (T. Pollert)
- C. Approval to accept the second reading of and to adopt new Board policy 204.02: Social Media Policy (J. Rogers)
- D. Approval of the Resource Allocation Management Plan (R.A.M.P.), as presented (A. DeFilippo)
- E. Approval of the estimated amount of taxes to be levied for 2020 as required by law (A. DeFilippo)

VII. PERSONNEL RECOMMENDATIONS

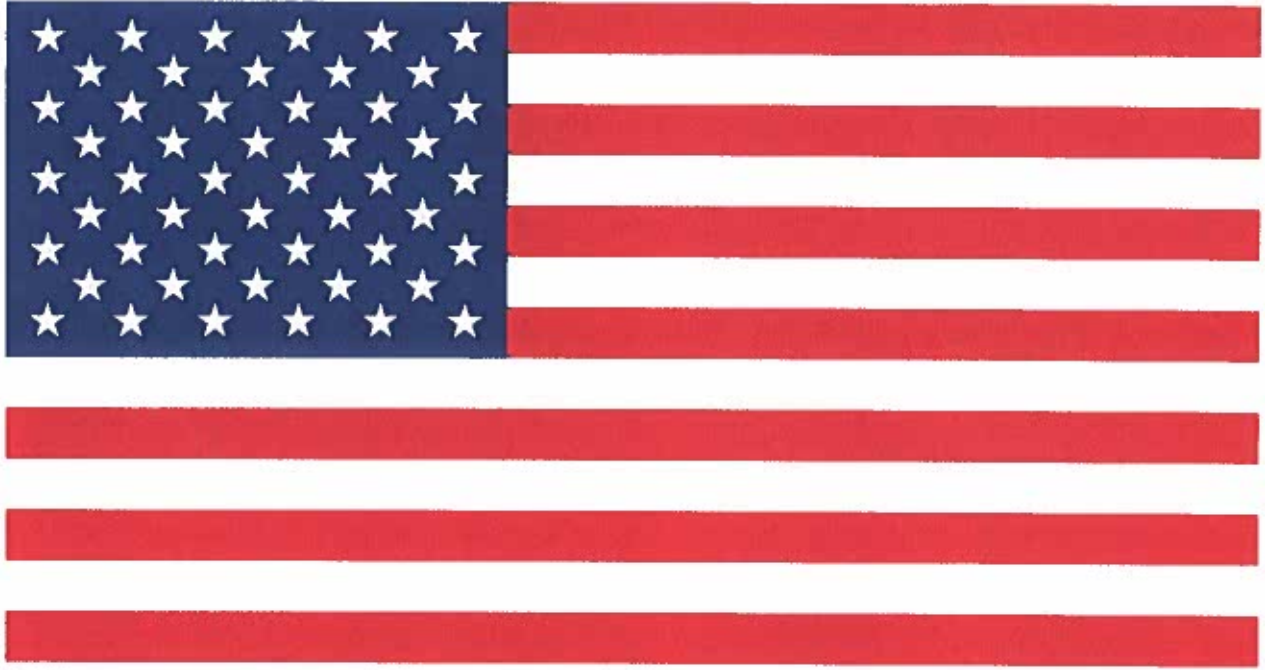
- A. Retirement/Resignations/Terminations
- B. Appointments

VIII. CLOSED SESSION

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.

IX. MISCELLANEOUS

X. ADJOURNMENT



Pledge of Allegiance

Minutes

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

[HTTPS://ZOOM.US/J/93887434549](https://zoom.us/j/93887434549)

MINUTES OF THE POLICY COMMITTEE

THURSDAY, OCTOBER 8, 2020

Trustee Janet Rogers called the Policy Committee meeting to order at 8:01 p.m.

Committee members present: Trustees Vivian Payne, Janet Rogers and Terry Wells.

Committee members absent: None.

Other Board members in attendance: Trustees John Daly, Anthony DeFilippo, Joseph Whittington. Chairman Frank M. Zuccarelli attended in-person at South Suburban College.

Other Board members absent: Student Trustee Babatunde Adamson.

Also present: College President Lynette D. Stokes (attended in-person at South Suburban College); Tasha Williams, Vice President of Academic Services; Deborah King, Vice President of Student and Enrollment Services; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Stanley T. Kusper.

Agenda:

I. Recommendation to approve the first reading of new Board Policy 204.02: Social Media Policy

Trustee Janet Rogers recommended the Board accept the first reading of new Board Policy No. 204.02: Social Media, at the regular Board of Trustees meeting.

II. Recommendation to accept the second reading of and to adopt revised Board Policy No. 410.01: Discrimination and Sexual Harassment

Trustee Janet Rogers recommended the Board accept the second reading of and adopt revised Board Policy No. 410.01: Discrimination and Sexual Harassment, at the regular Board of Trustees meeting.

The meeting was adjourned at 8:14 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

[HTTPS://ZOOM.US/J/93887434549](https://zoom.us/j/93887434549)

REGULAR BOARD MEETING MINUTES

THURSDAY, OCTOBER 8, 2020

I. CALL TO ORDER & ROLL CALL:

At 8:14 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 virtually via Zoom.

Present: Chairman Frank M. Zuccarelli (attended in-person at the College), Vice Chairman John Daly, Trustees Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington.

Absent: Student Trustee Babatunde Adamson.

Also present: Lynette D. Stokes, President (attended in-person at the College); 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:

There was none.

IV. REPORTS/PRESENTATIONS

There were none.

V. PREVIOUS MEETING MINUTES

A. Public Hearing held September 17, 2020

Trustee Whittington moved and Trustee Payne seconded to approve the minutes of the Finance Committee meeting held September 17, 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Terry Wells passed. Nays: None. Motion carried.

B. Policy Committee meeting held September 17, 2020

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Policy Committee meeting held September 17, 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers and Joseph Whittington voted aye. Terry Wells and Frank M. Zuccarelli passed. Nays: None. Motion carried.

C. Finance Committee meeting held September 17, 2020

Trustee DeFilippo moved and Trustee Payne seconded to approve the minutes of the Finance Committee meeting held September 17, 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Terry Wells passed. Nays: None. Motion carried.

D. Regular Board meeting held September 17, 2020

Trustee DeFilippo moved and Trustee Rogers seconded to approve the minutes of the Regular Board meeting held September 17, 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Terry Wells passed. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

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

B. Bills Payable for October 2020

Trustee Payne moved and Trustee Wells seconded to authorize the Treasurer to pay the list of bills payable for October, 2020, in the amount of \$2,450,649.12. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

C. Approval to accept the first reading of new Board Policy 204.02; Social Media Policy

Trustee Rogers moved and Trustee Whittington seconded to approve the first reading of revised Board Policy 204.02: Social Media Policy. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

D. Approval to accept the second reading of and to adopt revised Board Policy 410.01: Discrimination and Sexual Harassment

Trustee Rogers moved and Trustee DeFilippo seconded to approve the second reading of and to adopt revised Board Policy 410.01: Discrimination and Sexual Harassment. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

VIII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Daly moved and Trustee Wells seconded to approve the following resignations:

1. Resignation of Allison Stephan as a full-time Financial Aid Advisor in the Financial Aid Department, effective October 6, 2020, and grant permission to advertise to fill the vacated position, as needed.
2. Resignation of Monika Okitipi as a full-time, grant-funded Manager of the HPOG/Step-Up Grant in the Allied Health Department, effective September 15, 2020, and grant permission to advertise to fill the vacated, grant-funded position, as needed.

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

B. Appointments

Trustee Wells moved and Trustee Daly seconded to approve the appointment of Tangela Burton as a full-time, grant-funded Youth Career Coach in the Job Training Program, effective October 12, 2020. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

C. Grant Permission to Create and Advertise

Trustee Daly moved and Trustee Rogers seconded to create and advertise the position of full-time, grant-funded Manager of the Office of Violence Against Women Grant. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli voted aye. Nays: None. Motion carried.

VII. Closed Session:

There was none.

ADJOURNMENT

At 8:43 p.m., Trustee Payne moved and Trustee Wells seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Joseph Whittington, Terry Wells and Frank M. Zuccarelli 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

ITEM: FY21-VI.A

Board Meeting Date: November 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 to accept the Financial Report, as presented.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

Please refer to the attached Investment Report and Financial Summary enclosed in your board packet for the period ending September 30, 2020. This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to accept the Financial Report, as presented.

Approvals:

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

[Signature] 11/9/20
 Controller/Treasurer Date

[Signature] 11/9/2020
 Appropriate Vice President Date

[Signature] 11/10/2020
 President Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees

From: Tim Pollert

Date: November 4, 2020

Subject: Financial Report For The Period Ending September 30, 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>
\$2,049,050.00	\$7,259,392.98
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$1,812,434.09	\$7,883,796.80

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

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$3,317,578.35	\$11,235,356.62
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,261,125.97	\$12,135,053.45
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$56,452.38	(\$899,696.83)

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

<u>Total Investments</u>	<u>Average Rate of Return</u>	<u>Basis Point Change from Last Month</u>
\$11,306,235.94	2.13%	7

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$2,985,044.00	\$321,851.58	\$3,306,895.58
August	\$1,702,212.98	\$201,234.42	\$1,903,447.40
September	\$1,848,251.85	\$200,798.15	\$2,049,050.00
October			
November			
December			
January			
February			
March			
April			
May			
June			
YTD	\$6,535,508.83	\$723,884.15	\$7,259,392.98

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$3,226,519.42	\$361,596.35	\$3,588,115.77
August	\$2,060,934.60	\$422,312.34	\$2,483,246.94
September	\$1,604,261.52	\$208,172.57	\$1,812,434.09
October			
November			
December			
January			
February			
March			
April			
May			
June			
YTD	\$6,891,715.54	\$992,081.26	\$7,883,796.80

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$4,315,851.15	\$4,915,591.60	(\$599,740.45)
August	\$3,601,927.12	\$3,958,335.88	(\$356,408.76)
September	\$3,317,578.35	\$3,261,125.97	\$56,452.38
October			
November			
December			
January			
February			
March			
April			
May			
June			
YTD	\$11,235,356.62	\$12,135,053.45	(\$899,696.83)

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$10,420,100.73	2.19%	(8)
August	\$10,659,249.00	2.06%	(13)
September	\$11,306,235.94	2.13%	7
October			
November			
December			
January			
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

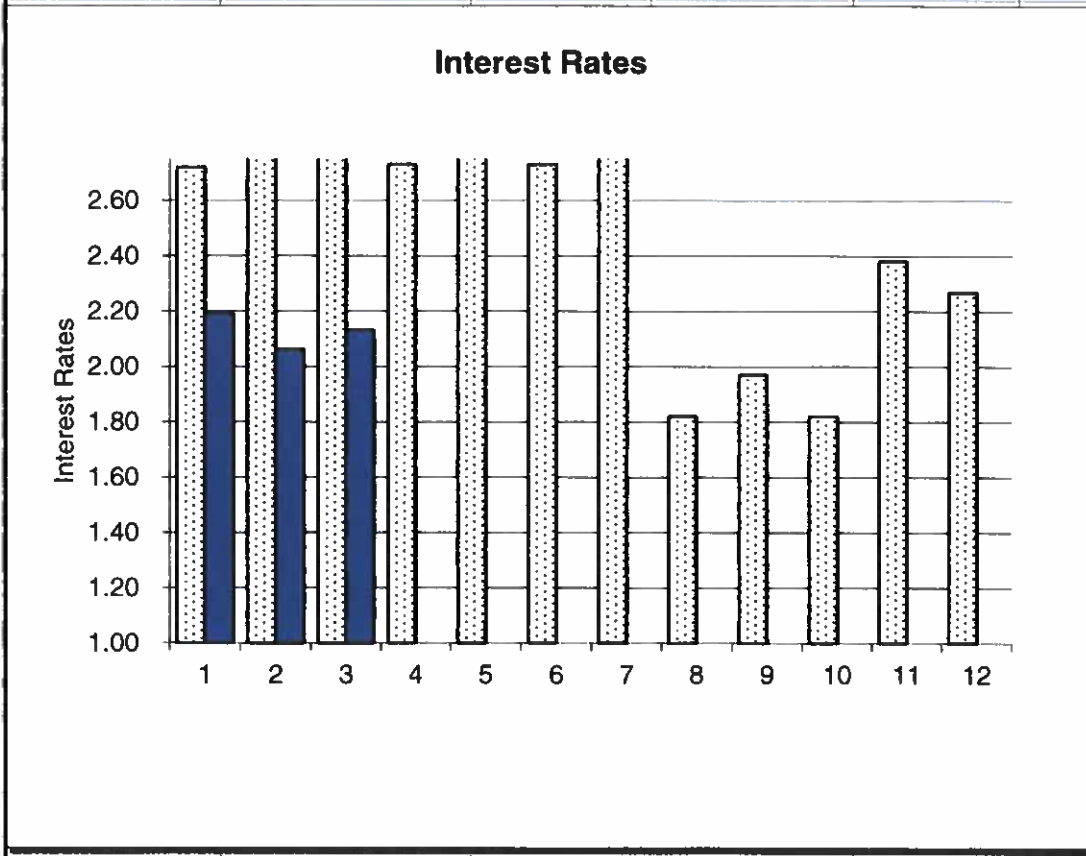
Description	Date	Fund 1 Educational	Fund 2 Opr. & Maint.	Fund 3 O&M Rst(300)	Fund 3 PH&S(379)
53 Money Market Bond		0.00	0.00	0.00	0.00
53 Investment account		5,151,074.25	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
Illinois Funds		3,281,223.83	0.00	0.00	0.00
53 Contributory Trust		152,148.78	0.00	0.00	0.00
IIIT Money Market/UMB		1,994,015.05	0.00	0.00	0.00
53 Financial Money Market		73,597.73	0.00	0.00	0.00
Totals	9/1	10,652,092.43	0.00	0.00	0.00
Transactions:					
Illinois Funds MM deposit	9/3	219,964.07			
Illinois Funds MM deposit	9/3	70,723.23			
Illinois Funds MM deposit	9/15	25,389.00			
Illinois Funds MM deposit	9/29	117,224.00			
Illinois Funds MM deposit	9/29	213,686.20			
		11,299,078.93	0.00	0.00	0.00
Ending Balance:					
53 Money Market Bond		0.00	0.00	0.00	0.00
53 Investment account		5,151,074.25	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
Illinois Funds		3,928,210.33	0.00	0.00	0.00
53 Contributory Trust		152,148.78	0.00	0.00	0.00
IIIT Money Market/UMB		1,994,015.05	0.00	0.00	0.00
53 Financial Money Market		73,597.73	0.00	0.00	0.00
Totals	9/30	11,299,078.93	0.00	0.00	0.00

SOUTH SUBURBAN COLLEGE

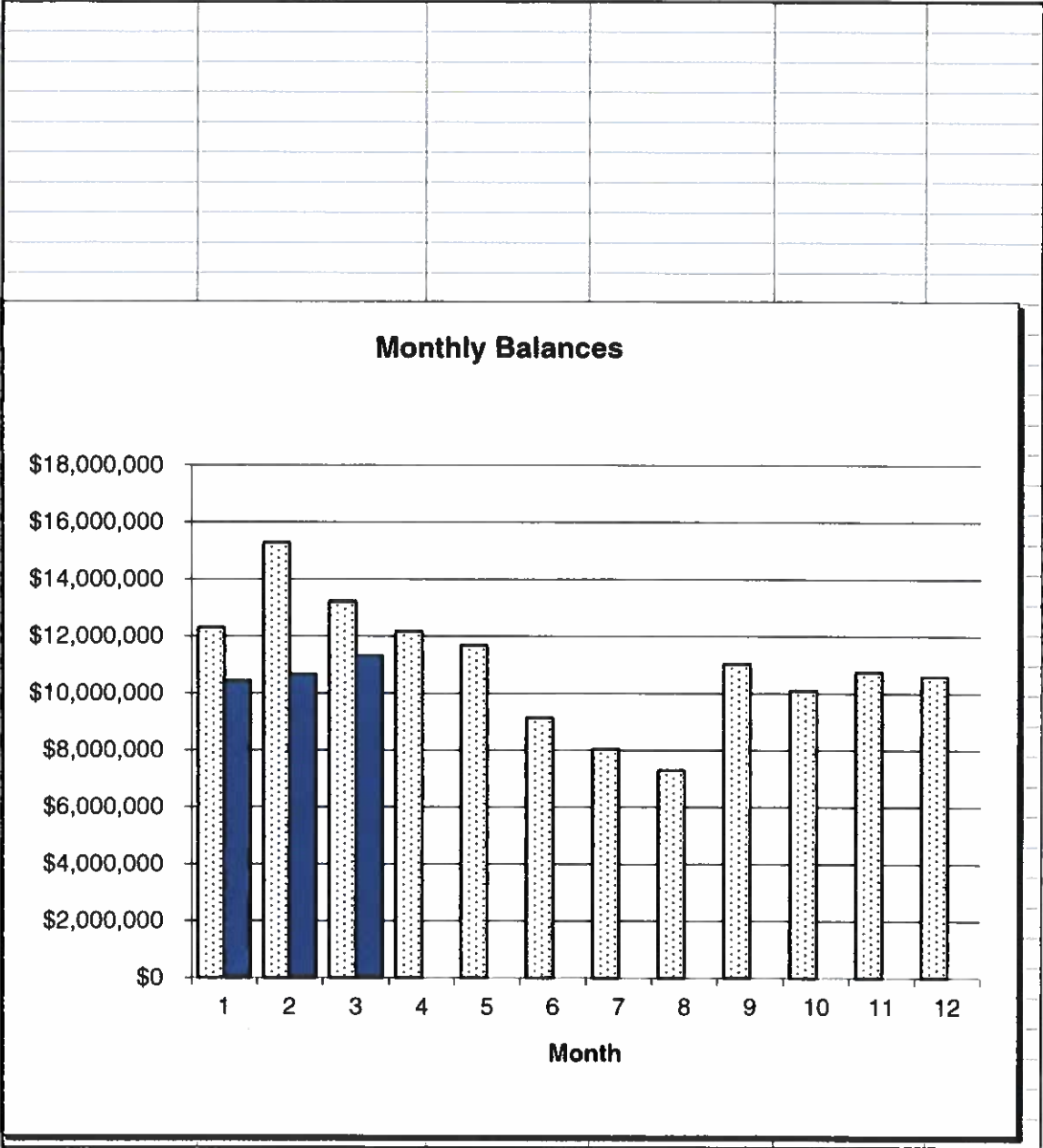
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	0.00	0.00	0.00	0%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	5,922,225.38	0.00	5,922,225.38	52%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	5,384,010.56	0.00	5,384,010.56	48%
	Total	11,306,235.94	0.00	11,306,235.94	100%
	Average %	2.13			

South Suburban College

Investment Summary				
	F Y 2019 - 2020		F Y 2020 - 2021	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	\$12,297,369	2.72	\$10,420,101	2.19
August	15,281,206	2.79	10,659,249	2.06
September	13,216,127	2.82	11,306,236	2.13
October	12,171,590	2.73		
November	11,674,854	2.78		
December	9,132,270	2.73		
January	8,035,221	2.77		
February	7,295,271	1.82		
March	11,031,711	1.97		
April	10,092,240	1.82		
May	10,744,365	2.38		
June	10,587,248	2.27		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.B

Board Meeting Date: November 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

[Empty box for proposal summary]

ESTIMATED COST OR BENEFIT

[Empty box for estimated cost or benefit]

JUSTIFICATION OF ACTION

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

MOTION

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

Education Fund	\$2,901,277.26
Operations & Maintenance Fund	\$302,812.81
Operation and Maintenance Fund Restricted	\$23,764.20
Auxiliary Enterprise Fund	\$57,850.92
Restricted Funds	\$428,045.27
Special Levies Fund	\$97,903.79
Flex Plan Fund	\$5,396.37
Total	\$3,817,050.62

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

[Signature] 11/9/20
 Controller/Treasurer Date

[Signature] 11/9/2020
 Appropriate Vice President Date

[Signature] 11/10/2020
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.C

Board Meeting Date: November 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 approve the second reading of and to adopt new Board Policy 204.02; Social Media Policy.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action is in alignment with Strategic Direction 3.8; Provide learning environments that are safe, welcoming, functional and sustainable.

MOTION

Move that the Board of Trustees approve the second reading of and to adopt new Board Policy 204.02: Social Media Policy.

Approvals:

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

Ron Kaur... 11/9/20
 Appropriate Vice President Date

Stokes 11/10/2020
 President Date

204.02: Social Media Policy

Purpose

Today's emerging communications technologies provide unprecedented opportunities for communication and conversation. Such opportunities must be handled responsibly and in support of South Suburban College institutional values.

This Policy applies to all members of the College community who participate in social media on behalf of South Suburban College on SSC affiliated social media sites. SSC affiliated social media sites must, in all cases, maintain the integrity of the institution.

Policies for Social Media

A. Creating a Social Media Account

All South Suburban College social media accounts must be created and approved by the Department of Communication Services and Media Design. Official South Suburban College social media pages shall remain the property of SSC and may not be deleted or altered without approval from the Department of Communication Services and Media Design. An account not created by the Department of Communication Services and Media Design may not be utilized for official SSC business.

B. Social Media Platforms

This Policy applies to social media platforms including, but are not limited to, Facebook, Twitter, Instagram, YouTube, LinkedIn, Snapchat, Tumblr, Pinterest, blogs, and chat rooms.

C. Social Media Branding

All South Suburban College social media pages shall appropriately reflect the College.

D. Social Media Activity

All applicable laws, regulations and SSC policies shall govern activity on South Suburban College social media platforms. These regulations and policies include, but are not limited to, copyright, confidential and proprietary information, FERPA, HIPAA, Title IX, acceptable use of electronic resources, and anti-harassment and anti-discrimination policies. All members of the South Suburban College community are responsible for knowing these regulations and policies prior to participating on an SSC social media platform.

Content shared on a South Suburban College social media platform, including both language and graphics, shall be appropriate and relevant to its educational goals of the College. Posts shall not include any confidential, personal, or proprietary information. SSC news and announcements relevant to the particular social media site may be posted.

Violation of the Social Media Policy

South Suburban College's existing disciplinary processes will apply in the event of a violation of this Policy.

Misuse of social media accounts or sites that are not college-affiliated shall be governed by other college policies and/or professional responsibilities under existing contractual agreements.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.D

Board Meeting Date: November 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

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

ESTIMATED COST OR BENEFIT

The possible benefit to the College is \$24,880,965. The College is required to match 25% of the total cost of the projects in the amount of \$6,220,241.

JUSTIFICATION OF ACTION


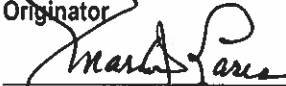
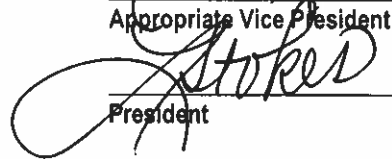
The ICCB requires the Board of Trustees to approve the college's capital RAMP requests for State funding. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources, necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move to accept the Resource Allocation Management Plan (R.A.M.P.), as presented.

Approvals:

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

 Originator	<u>10/16/2020</u> Date
 Appropriate Vice President	<u>11/9/2020</u> Date
 President	<u>11/10/2020</u> Date



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: 510 / SOUTH SUBURBAN COLLEGE

District #: 51001
5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 510-01NC2022-1
District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Site Improvements
(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: PARKING LOT / ROADWAY AND STORM WATER MANAGEMENT

District Project Rank # (1 of 3): 1
(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds: \$3,001,931
(25% minimum)

Estimated State Funds: \$9,005,794

Estimated Total Funds: \$12,007,725

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES: _____

LAND: _____

EQUIPMENT: _____

UTILITIES: _____

REMODELING & REHABILITATION: _____

SITE IMPROVEMENTS: \$12,077,725

PLANNING: _____

Other: _____

TOTAL Funds Requested: \$12,077,725

Project Scope:

Parking Lots and Roadways:

Demolition:

The scope of the project involves but is not limited to the demolition/removal of existing asphalt paving and existing gravel base approximately 831,000 gross square feet, damaged concrete and curbing. The material will be taken off site. If possible, the material will be recycled and used on the project. Upgrade/improve existing subgrade drainage to divert rainwater runoff away from the new surfaces.

Drainage Systems:

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

Base System:

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

Asphalt and Concrete Curbing and Walkways:

Road, Parking lot surfaces and curbs will be installed according to current regulations and recommendations.

Landscaping:

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

Striping and painting:

Heavy-duty weather resistant paint will be applied.

Mechanical Dumping System:

A new mechanical stormwater lift station will be installed to properly divert and discharge parking lot stormwater to two new detention ponds with a total of 79,000 gross square feet. Re-grading may be required. The two new ponds would detain stormwater and control the release of stormwater into the storm water system governed by the MWRDGC and possibly the Army Corp. of Engineers who may have jurisdiction over Schapps Slough (SSC North Creek). The new detention ponds will meet local and state guidelines for storm water management.

Wetland Flood Plain Improvements:

Part of this work will consist of 480,000 gross square feet of new Wetland/flood plain development and expansion Schaaps Slough (North Creek). This will aid in controlled release rates of storm water run-off as well as maintaining the designated wetland to its proper state and area.

Lighting:

Parking lot and roadway lighting will be improved with energy efficient fixtures to provide safe vehicular and pedestrian movement. Signage and emergency call boxes will be provided.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

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

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

Due to age and conditions of the parking lots and roadways and what they have been subjected to, they are in need of constant repair.

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

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

The storm water management cannot be avoided any longer. Inadequate drainage conditions often lead to flooding. Potholes and rough surfaces can damage vehicles and be hazardous for pedestrians.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?

Yes No

Does this project have the approval of your local governing board?

Yes No **Date of Board Meeting** November 12, 2020

District Contact Name: Justin Papp

District Contact Email Address: jpapp@ssc.edu

District Contact Phone Number: (708) 210-5727

Signature  **Date** 10/16/2020



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: 510 / SOUTH SUBURBAN COLLEGE

District #: 51001
5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 510-01R2022-1
District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Remodel
(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: Renovate Labs

District Project Rank # (1 of 3): 2
(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds: \$713,310
(25% minimum)

Estimated State Funds: \$2,139,930

Estimated Total Funds: \$2,853,240

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES: _____

LAND: _____

EQUIPMENT: _____

UTILITIES: _____

REMODELING & REHABILITATION: \$2,853,240

SITE IMPROVEMENTS: _____

PLANNING: _____

Other: _____

TOTAL Funds Requested: \$2,853,240

Project Scope:

The general scope of work entails the renovation of two biology labs and two physics labs. The current labs are outdated and have equipment that is over 20 years old. Their current layout and equipment does not meet today's high-tech standards for learning environments.

Demolition:

Remove existing ceilings, floor finishes, casework, lighting fixtures, workstations, loose furniture, plumbing fixtures, wall mounted boards as required to leave a clean room with just four walls.

New Construction;

The new learning environment in each lab shall consist of four-chair student workstations with center isles for circulation. The new spaces will serve a dual function for lecturing and lab work. New ceilings with new dimmable LED lighting are appropriate for the working environment. Walls will be repaired and painted and a new chemical resistant epoxy floor system will be installed. New electrical power will be provided as required along with new plumbing, air and gas as needed for new student work stations. An ADA work station will be a part of the new student workstations. The existing HVAC system and temperature controls will be upgraded as required to provide comfort in the space. New fixed equipment such as base and wall cabinets with glass doors will be installed. A new teacher work station with the flexibility to lecture and instruct during lab sessions will also be installed. New markerboard(s) and a new smart board will be installed. Existing emergency shower and fume hoods will be upgraded or replaced.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

The success of a student is not only related to the amount of time spent studying outside the classroom but the quality and functionality of the learning environment they spend time in. Having hi-tech instructional environments not only benefits the students' prospects of succeeding, but allows them to be up to par with other learning institutions who invest in their facilities.

The current biology and physics labs have started to show wear and tear after 20+ years of use. Water, gas and air supply to existing workstations no longer work or are in need of replacement. Repairs can be costly and therefore overlooked. The teaching environment is outdated with the layout of the student work stations restricting one-on-one interaction with the instructor. Today's learning environment requires one-on-one interaction between the student and the instructor.

The lighting in the classrooms are less than ideal. Teachers are not able to dim the existing lights when presenting on smartboards or whiteboards using their laptops. The existing light fixtures are not energy efficient and are not LED and require maintenance. Dimmable light fixtures would solve the above problems.

The existing floor is vinyl composition tile and is not chemical resistant. Replacing the existing floor with epoxy flooring provide the chemical resistance should a student drop anything hazardous.

The existing workstations as mentioned are lined up in continuous rows and spaced close together limiting quick interaction with students and instructors. Egress is also hindered by the existing layout.

Some services to existing workstations are no longer operational and costly to fix. But the most important factor is that the exact conditions of piping that is not visible is unknown and can pose a hazard.

Casework is showing its age with the amount of use it gets. In house repairs have to be made due to hardware being difficult to obtain. Surfaces are worn and cannot be refinished. Casework was constructed to fit antiquated equipment and in some cases newer equipment will not fit in existing cabinets.

In order to attract new students and excite existing students, updated labs are a must. Many students base their college attendance on how up to date instructional facilities are. It is very easy for a prospective student to go to another local college just because their facilities are more modern. Updated facilities can also aid in obtaining top notch professors.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?

Yes No

Does this project have the approval of your local governing board?

Yes No **Date of Board Meeting** November 12, 2020

District Contact Name Justin Papp

District Contact Email Address: jpapp@ssc.edu

District Contact Phone Number: (708) 210-5727

Signature



Date

10/16/2020



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: 510 / SOUTH SUBURBAN COLLEGE

District #: 51001

5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 510-01-R2022-1

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Remodel

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: Replace Deteriorated Galvanized Domestic Water Piping

District Project Rank # (1 of 3): 3

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds: \$2,505,000
(25% minimum)

Estimated State Funds: \$7,515,000

Estimated Total Funds: \$10,020,000

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

LAND:

EQUIPMENT:

UTILITIES:

\$10,020,000

REMODELING & REHABILITATION:

SITE IMPROVEMENTS:

PLANNING:

Other:

TOTAL Funds Requested:

\$10,020,000

Project Scope:

Scope:

The scope includes but is not limited to the removal of all existing galvanized piping providing potable water supply to all areas of the building. Install new copper piping throughout the entire building. Copper piping not only is lighter than galvanized pipe which makes it easier to work with, saving on labor cost, but it is also easier to extend over long stretches without supports. It is also more economical. The advantages of replacing the galvanized piping with copper piping far outweigh the continued use of repairing the existing pipes. Copper piping is relatively non-toxic, does not suffer easily from corrosion, is durable making them cost effective over time and have a minimal impact on the environment.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

The health and well being of students, faculty and visitors within a learning institution should be a priority when it comes to the available water sources inside a building. Many unforeseen elements may be lurking in the water supply without the occupants being aware.

South Suburban College was built in 1970. Just like many buildings built during that time period, galvanized piping was used for domestic water supply. As galvanized pipes age, the zinc coating erodes and pipes corrode from the inside out due to the exposure of water. Lead buildup may occur over time as well. The corrosion in the pipes can cause rust buildup inside the pipes leading to low water pressure, uneven distribution of water, discoloration of the water and leaks to name a few. The existing galvanized piping has been leaking and breaking due to the weakness of the pipe walls. The aging pipes have become a burden on the College because the galvanized pipes require constant repairs and replacement. The replacement of the damaged pipes mostly are performed in small sections and seldom are long lengths of pipe replaced due to budget constrains. The most worrisome factor of aging galvanized pipes are the contaminants that can be transmitted from these pipes.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?

Yes No

Does this project have the approval of your local governing board?

Yes No **Date of Board Meeting** November 12, 2020

District Contact Name: Justin Papp

District Contact Email Address: jpapp@ssc.edu

District Contact Phone Number: (708) 210-5727

Signature



Date

10/16/2020



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.E

Board Meeting Date: November 12, 2020

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

On an annual basis, the Board of Trustees must establish the tax levy for the following year. The proposed amount of taxes to be levied by fund is attached. Since this amount is less than 105% of the final levy of the preceding year, the College is not required to hold a public hearing. This levy will be on file not less than 20 days prior to its adoption as required by law.

ESTIMATED COST OR BENEFIT

(see attached)

JUSTIFICATION OF ACTION

These actions are necessary in order to comply with statutory requirements associated with the adoption of our tax levy for 2020 and this action supports Vision Statement, Strategic Direction 2, SSC.2.17 by providing an efficient, transparent and financially secure institution.

MOTION

To accept the estimated amount of taxes to be levied for 2020 as required by law.

Approvals:

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

	11/9/20
Controller/Treasurer	Date
	11/9/2020
Appropriate Vice President	Date
	11/10/2020
President	Date

Levy Worksheet For
Tax Year 2020

Fund	2019 Levy	2019 Rate	2020 Levy	2020 Rate	Maximum Rate
Educational	12,124,230	0.3917	12,485,532	0.3865	0.75
O&M	3,095,366	0.1000	3,187,298	0.0987	0.1
PH&S	0	0.0000	0	0.0000	0.1
Audit	\$116,267	0.0038	119,732	0.0037	0.005
Liability Insurance	1,530,812	0.0495	1,576,430	0.0488	N/A
SS/Medicare	\$304,706	0.0098	313,817	0.0097	N/A
Worker's Comp	0	0.0000	0	0.0000	N/A
Unemployment	0	0.0000	0	0.0000	N/A
Total Operations & Special Purposes:	\$17,171,381	0.5548	17,682,809	0.5473	
Increase/Decrease				\$511,428	
% Increase/Decrease				2.98%	
Bond & Interest	\$2,215,500	0.0712	\$2,215,500	0.0686	N/A
Less: Abatement					
Plus: Uncollectables					
Total Bond & Interest	\$2,215,500	0.0712	\$2,215,500	0.0686	
Increase/Decrease					
% Increase/Decrease					
Adjusted Total	\$19,386,881	0.6260	\$19,898,309	0.6159	
Increase/Decrease				\$511,428	
% Increase/Decrease				2.64%	
Equalized Assessed Valuation					
2016 EAV	\$ 2,985,543,407				
2017 EAV	\$ 2,997,805,050				
2018 EAV	\$ 3,230,750,406				
2019 EAV	\$ 3,120,446,454				
2020 EAV Estimate	\$ 3,078,584,185				

Personnel



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.A.1

Board Meeting Date: November 12, 2020

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request the Board of Trustees accept the resignation of Mr. Olus Smith, full-time grant-funded, ABE/ASE Instructor in the Adult Education Department Effective November 12, 2020, and grant permission to advertise and fill the vacated position as needed.

ESTIMATED COST OR BENEFIT

Not applicable.

JUSTIFICATION OF ACTION

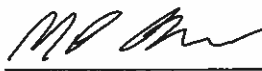

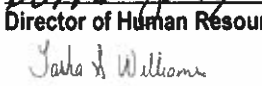
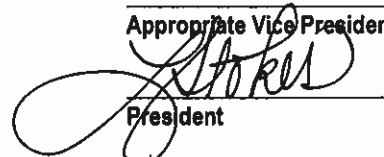
Please see the attached letter from Mr. Smith. Replacement of this position will assist in continuing to provide grant-funded adult education courses and high school equivalency programs for an academically prepared student body. (Strategic Direction #2 – Student Success and Completion, Goal SSC 2.1.

MOTION

Move that the Board of Trustees accept the resignation of Mr. Olus Smith, full-time grant-funded, ABE/ASE Instructor in the Adult Education Department Effective November 12, 2020, and grant permission to advertise and 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)

	11/02/2020
Originator	Date
	11/9/20
Director of Human Resources	Date
	11/04/2020
Appropriate Vice President	Date
	11/10/2020
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.B.1

Board Meeting Date: November 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 accept the appointment of Bobby Mattison to full-time faculty in the Barbering department, effective January 4, 2021, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule.

JUSTIFICATION OF ACTION

Permission to fill this position was granted during a prior Board meeting. This action will assist in providing barbering courses in the Barbering program in support of the College strategic initiatives.

MOTION

Move that the Board of Trustees appoint Bobby Mattison as full-time Barbering instructor in the Barbering Department, pending completion of a criminal background check, effective January 4, 2021.

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

11/03/2020
Date

Director of Human Resources

11/9/20
Date

11/04/2020

Appropriate Vice President
President

11/10/2020
Date