



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

January 14, 2021



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

VIRTUAL ATTENDANCE VIA ZOOM MEETINGS

<https://zoom.us/j/93517293635>

MEETING ID: 935 1729 3635

REGULAR BOARD MEETING AGENDA

THURSDAY, JANUARY 14, 2021

8:00 PM

-
- I. **CALL TO ORDER/ROLL CALL**
 - II. **PLEDGE OF ALLEGIANCE**
 - III. **PUBLIC PARTICIPATION**
<https://zoom.us/j/93517293635>
MEETING ID: 935 1729 3635
 - IV. **PRESENTATIONS/REPORTS**
There are none.
 - V. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Finance Committee meeting held December 10, 2020
 - B. Regular Board of Trustees meeting held December 10, 2020
 - C. Closed Session meeting held December 10, 2020
 - D. Previously tabled minutes of the Closed Session meeting held November 12, 2020
 - VI. **NEW BUSINESS**
 - A. Monthly Financial Report (T. Pollert)
 - B. Approval of the payment of bills for January, 2021 (T. Pollert)
 - C. Approval to adopt the proposed academic calendars for the Fall 2022, Spring 2023 and Summer 2023 semesters (T. Williams)
 - D. Approval to release closed session minutes and dispose of closed session audio tapes in accordance with the Open Meetings Act. The written minutes of December 10, 2020 are authorized to be released. The written minutes of November 12, 2020 shall remain closed. The audio recordings of January 10, 2019, February 14, 2019, March 14, 2019 and April 11, 2019 are authorized to be destroyed (M. Lareau)
 - VII. **PERSONNEL RECOMMENDATIONS**
 - A. Memorandum of Understanding – Extension of SSCFA Early Retirement Incentive
 - B. Memorandum of Understanding – Extension of SSCSSA Early Retirement Incentive
 - C. Retirement/Resignations/Terminations
 - D. 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/97113918319](https://zoom.us/j/97113918319)

MINUTES OF THE FINANCE COMMITTEE

THURSDAY, DECEMBER 10, 2020

Trustee Janet Rogers called the meeting of the Finance Committee to order at 7:59 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.

Other Board members absent: Chairman Frank M. Zuccarelli

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. Kuser.

Agenda:

I. Recommendation to adopt the resolution concerning the proposed 2020 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy, as attached.

Trustee Rogers recommended the Board adopt the resolution concerning the proposed 2020 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy, as attached, at the regular Board of Trustees meeting.

II. Recommendation to adopt the resolution directing the Cook County Clerk to reduce the 2020 levy should it be capped under the Property Tax Extension Limitation Law.

Trustee Rogers recommended the Board adopt the resolution directing the Cook County Clerk to reduce the 2020 levy should it be capped under the Property Tax Extension Limitation Law at the regular Board of Trustees meeting.

The Meeting adjourned at 8:05 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS

[HTTPS://ZOOM.US/J/97113918319](https://zoom.us/j/97113918319)

REGULAR BOARD MEETING MINUTES

THURSDAY, DECEMBER 10, 2020

I. CALL TO ORDER & ROLL CALL:

At 8:05 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Vice Chairman John Daly. The meeting was held virtually via Zoom.

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

Absent: Trustee Anthony DeFilippo and Chairman Frank M. Zuccarelli.

Also present: Lynette D. Stokes, President 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 of Trustees and College Attorney Stanley Kuser.

II. PLEDGE OF ALLEGIANCE

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

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

There were none.

V. PREVIOUS MEETING MINUTES

A. Policy Committee meeting held November 12, 2020

Trustee Rogers moved and Trustee Payne seconded to approve the minutes of the Policy Committee meeting held November 12, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

B. Finance Committee meeting held November 12, 2020

Trustee Whittington moved and Trustee Wells seconded to approve the minutes of the Finance Committee meeting held November 12, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

C. Regular Board meeting held November 12, 2020

Trustee Wells moved and Trustee Whittington seconded to approve the minutes of the Regular Board meeting held November 12, 2020. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

D. Closed Session meeting held November 12, 2020

The minutes of the Closed Session meeting held November 12, 2020 were tabled by Vice Chairman John Daly.

VI. NEW BUSINESS

A. Monthly Financial Report

Trustee Whittington moved and Student Trustee Adamson 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 and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

B. Bills Payable for December, 2020

Trustee Rogers moved and Trustee Wells seconded to authorize the Treasurer to pay the list of bills payable for December, 2020, in the amount of \$2,821,330.14. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

C. Approval to adopt the resolution concerning the proposed 2020 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy, as attached

Trustee Rogers moved and Trustee Wells seconded to adopt the resolution concerning the proposed 2020 tax levy of Community College District No. 510, South Suburban College of Cook County and certificate of tax levy, as attached. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

D. Approval to adopt the resolution directing the Cook County Clerk to reduce the 2020 levy should it be capped under the Property Tax Extension Limitation Law

Trustee Rogers moved and Trustee Payne seconded to adopt the resolution directing the Cook County Clerk to reduce the 2020 levy should it be capped under the Property Tax Extension Limitation Law. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

E. Approval of the new Visual Communication Advanced Certificate Program for implementation in the fall, 2021 semester

Trustee Whittington moved and Trustee Payne seconded to approve the new Visual Communication Advanced Certificate Program for implementation in the fall, 2021 semester. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

F. Approval of the new Visual Communication Basic Certificate Program for implementation in the fall, 2021 semester

Trustee Rogers moved and Student Trustee Adamson seconded to approve the new Visual Communication Basic Certificate Program for implementation in the fall, 2021 semester. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

G. Approval to appoint Vice President Martin Lareau to act as local election official in place of Janet Rogers in order to receive petitions for the April 6, 2021 consolidated election of two members of the Board of Trustees

Trustee Payne moved and Student Trustee Adamson seconded to appoint Vice President Martin Lareau to act as local election official in place of Janet Rogers in order to receive petitions for the April 6, 2021 consolidated election of two members of the Board of Trustees. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

H. Approval of the Board of Trustees meeting dates for 2021

Trustee Whittington moved and Trustee Payne seconded to approve the Board of Trustees meeting dates for 2021. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

VIII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

There were none.

B. Appointments

There were none.

C. Approval to Create and Advertise

1. Trustee Wells moved and Trustee Rogers seconded to create and advertise the full-time, grant-funded position of Project Manager for the Workforce Equity Initiative Grant. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

2. Trustee Payne moved and Trustee Rogers seconded to create and advertise the full-time, grant-funded position of Workforce Partnership Coordinator for the Workforce Equity Initiative Grant. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

D. Approval to Advertise

Trustee Rogers moved and Trustee Wells seconded to grant approval to advertise the full-time position of Trades II Maintenance Worker in the Physical Plant Department, as needed. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

E. Approval of the South Suburban College Faculty Association Contract

Trustee Rogers moved and Trustee Wells seconded to approve the South Suburban College Faculty Association Contract, effective 2020-2024. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

VII. CLOSED SESSION

At 8:37 p.m. Trustee Payne moved and Trustee Whittington seconded that the Board enter into Closed Session to discuss 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. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

The Board of Trustees resumed open session at 9:38 p.m. on a motion made by Trustee DeFilippo and seconded by Trustee Wells. On roll call, John Daly, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Student Trustee Babatunde Adamson voted aye. Nays: None. Motion carried.

Board Meeting
December 10, 2020
Page 4

X. ADJOURNMENT

At 9:39 p.m., Trustee Rogers moved and Trustee Payne seconded that the Board Meeting be adjourned. On roll call, Trustees John Daly, Anthony DeFilippo, 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

John Daly, Vice Chairman of the Board

New Business



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.A

Board Meeting Date: January 14, 2021

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


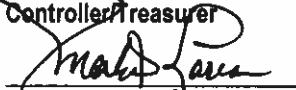
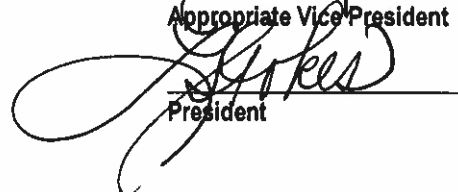
Please refer to the attached Investment Report and Financial Summary enclosed in your board packet for the period ending November 30, 2020. This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational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

	<u>1-11-21</u>
Controller/Treasurer	Date
	<u>1/11/21</u>
Appropriate Vice President	Date
	<u>1/11/2021</u>
President	Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tim Pollert
 Date: January 7, 2021
 Subject: Financial Report For The Period Ending November 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>
\$2,296,037.95	\$11,753,487.23
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,172,198.70	\$12,387,333.87

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>
\$3,309,815.85	\$17,691,887.57
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,303,577.40	\$18,485,292.76
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$6,238.45	(\$793,405.19)

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>
\$11,250,177.98	2.33%	-14

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	\$1,978,528.15	\$219,528.15	\$2,198,056.30
November	\$2,085,185.80	\$210,852.15	\$2,296,037.95
December			
January			
February			
March			
April			
May			
June			
YTD	\$10,599,222.78	\$1,154,264.45	\$11,753,487.23

	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	\$2,029,649.56	\$301,688.81	\$2,331,338.37
November	\$1,798,270.30	\$373,928.40	\$2,172,198.70
December			
January			
February			
March			
April			
May			
June			
YTD	\$10,719,635.40	\$1,667,698.47	\$12,387,333.87

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	\$3,146,715.10	\$3,046,661.91	\$100,053.19
November	\$3,309,815.85	\$3,303,577.40	\$6,238.45
December			
January			
February			
March			
April			
May			
June			
YTD	\$17,691,887.57	\$18,485,292.76	(\$793,405.19)

	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	\$11,722,381.96	2.47%	34
November	\$11,250,177.98	2.33%	(14)
December			
January			
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

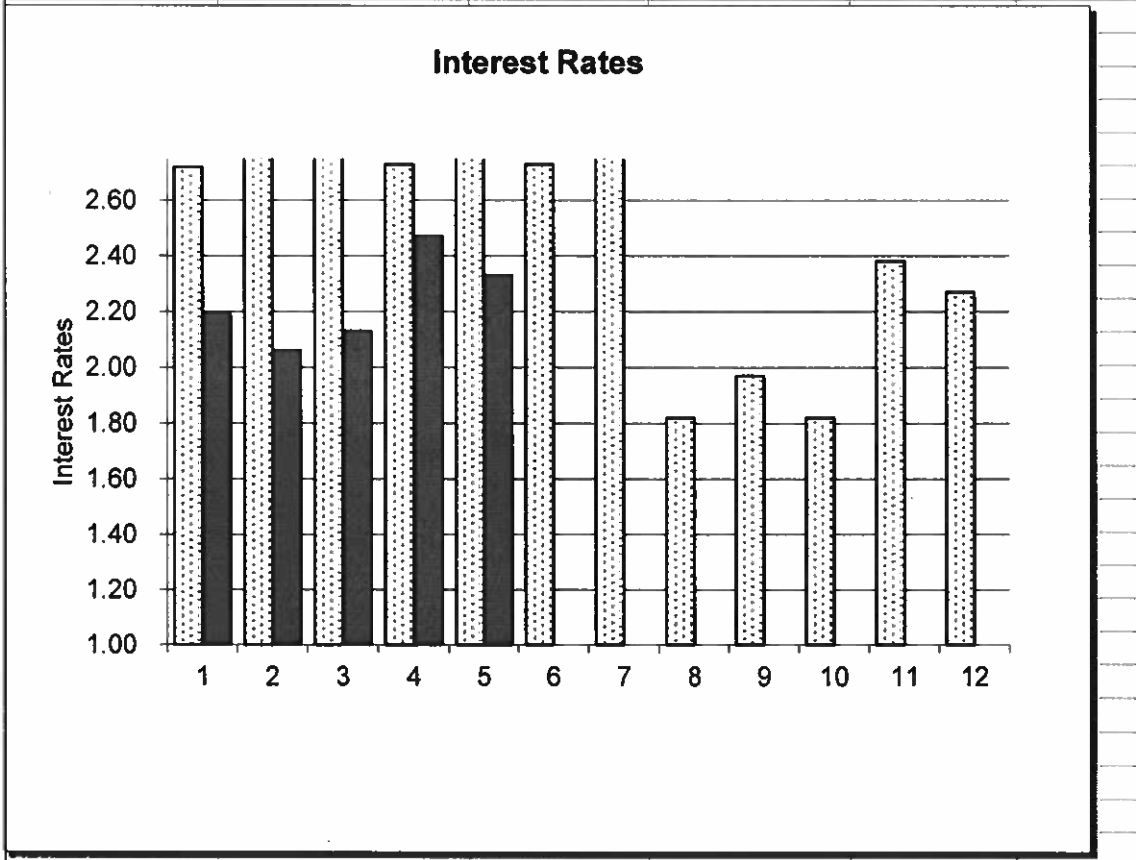
INVESTMENT WORKSHEET					
Description	Date	Fund 4 Bond & Int.	Fund 5 Auxiliary	Fund 6 Restricted	Fund 7 Working Cash
53 Money Market Bond		0.00	0.00	0.00	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISD MAX		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
IIIT Money Market/UMB		0.00	0.00	0.00	0.00
53 Financial Money Market		0.00	0.00	0.00	0.00
Totals	11/1	0.00	0.00	0.00	0.00
Transactions:					
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/20				
Illinois Funds MM deposit	11/25				
Illinois Funds MM deposit	11/25				
Illinois Funds MM deposit	11/25				
Illinois Funds MM deposit	11/26				
		0.00	0.00	0.00	0.00
53 Money Market Bond		0.00	0.00	0.00	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISD MAX		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
IIIT Money Market/UMB		0.00	0.00	0.00	0.00
53 Financial Money Market		0.00	0.00	0.00	0.00
Totals	11/30	0.00	0.00	0.00	0.00

SOUTH SUBURBAN COLLEGE

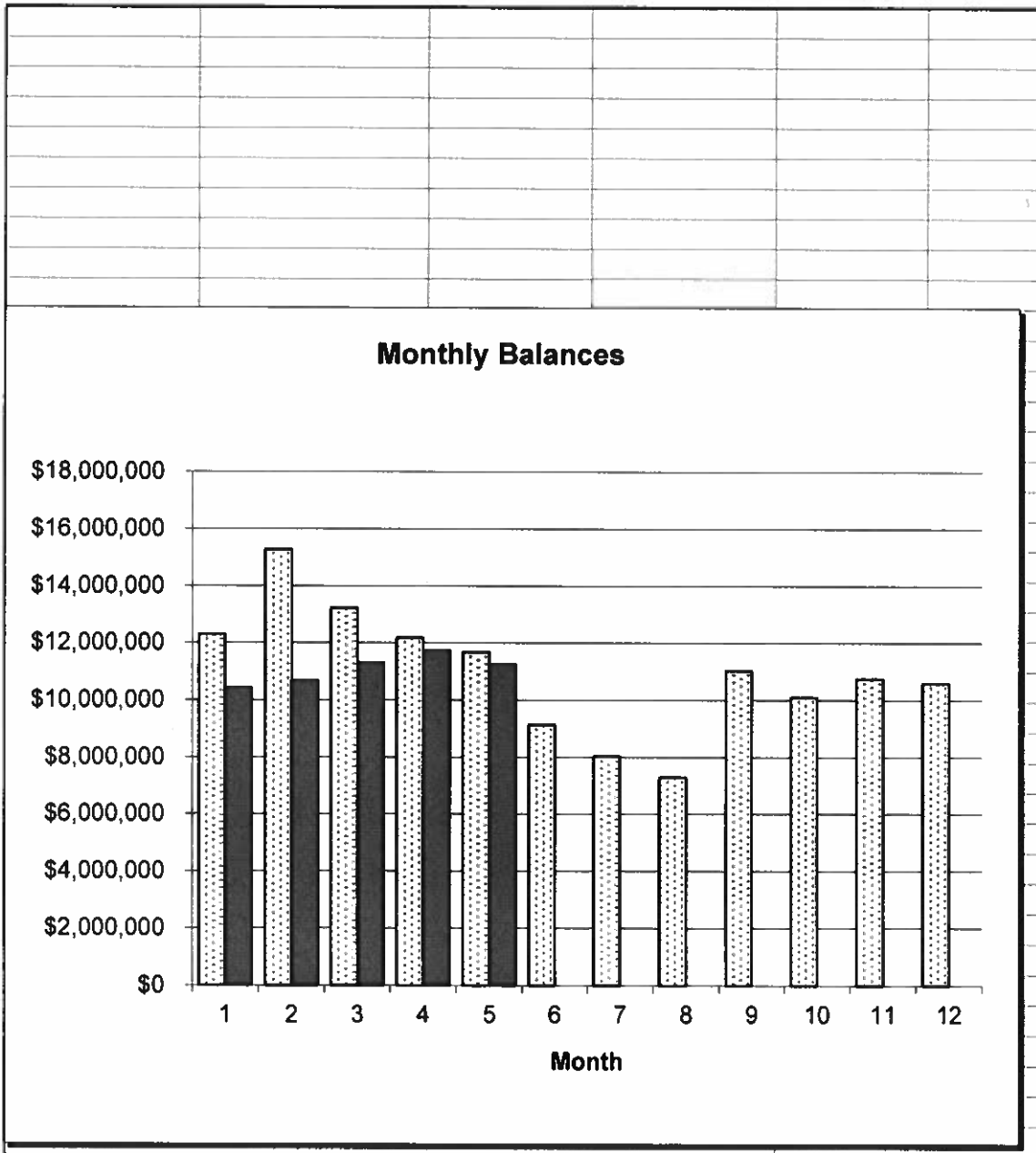
Investment		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	0.00	0.00	0.00	0%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	4,866,167.42	0.00	4,866,167.42	43%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	6,384,010.56	0.00	6,384,010.56	57%
	Total	11,250,177.98	0.00	11,250,177.98	100%
	Average %	2.33			

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	11,722,382	2.47
November	11,674,854	2.78	11,250,178	2.33
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: January 14, 2021

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	\$1,709,525.50
Operations & Maintenance Fund	\$275,001.33
Operation and Maintenance Fund Restricted	\$30,963.91
Auxiliary Enterprise Fund	\$313,075.57
Restricted Funds	\$800,377.23
Special Levies Fund	\$37,394.96
Audit Fund	\$6,000.00
Flex Plan Fund	\$4,798.90
Total	\$3,177,137.40

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

Steve Pallett

 Controller/Treasurer 1-11-21
 Date

Mary Jane

 Appropriate Vice President 1/11/21
 Date

Stokes

 President 1/11/2021
 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.C

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

The Calendar Committee has met to recommend the proposed academic calendars for the fall 2022, spring 2023, and the summer 2023 semesters.

ESTIMATED COST OR BENEFIT

No cost.

JUSTIFICATION OF ACTION

The Calendar Committee recommends that the Board adopt the attached proposed fall 2022, spring 2023, and the summer 2023 academic calendars. This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (Strategic Direction #1 - Nurture and empower each student to succeed, Goal 1.1)

MOTION

Move that the Board of Trustees adopt the proposed academic calendars for th fall, 2022. Spring 2023, and summer 2023 semesters.

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)

Jake Williams

Appropriate Vice President

01-04-21

Date

J. Stokes
President

1/14/2021
Date

PROPOSED FALL 2022 – ACADEMIC CALENDAR

Thursday, August 11	Faculty Development (full day)
Friday, August 12	Faculty Development (½ day morning)
Saturday, August 13	Adjunct Development Day
Monday, August 15	First meeting of day and evening 1 st 8 week and 16 week credit classes
Friday, August 26	10 th Day of the 2022FA Term
Monday, September 5	Labor Day – College Closed NO CLASSES - BOTH CAMPUSES
Monday, September 12	First meeting of day and evening 12 week credit classes
Monday, September 26	Last day to withdraw from 1 st 8 week credit classes
Saturday, October 8	End of 1 st 8 week credit classes
Monday, October 10	Columbus Day – College Closed NO CLASSES - BOTH CAMPUSES
Tuesday, October 11	First meeting of 2 nd 8 week credit classes
Friday, November 11	Veterans’ Day – College Closed NO CLASSES - BOTH CAMPUSES
Monday, November 21	Last day to withdraw for 2 nd 8, 12 week and 16 week college credit classes
Thurs.–Sat, Nov. 24-26	THANKSGIVING RECESS – College Closed NO CLASSES - BOTH CAMPUSES
Sat., December 3	Last meeting of day and evening college credit classes
Mon.-Sat., Dec. 5-10	FINALS WEEK
Monday, December 12	Final Grades due by 11:59 p.m. for credit, noncredit, BCI and Community Education where applicable
December 22 - January 2	College Closed

PROPOSED SPRING 2023 – ACADEMIC CALENDAR

Tuesday, January 3	College reopens
Thursday, January 5	Faculty Development
Friday, January 6	Faculty Development (½ day morning)
Saturday, January 7	Adjunct Development Day
Monday, January 9	First meeting of day and evening 1 st 8 week and 16 week credit classes
Monday, January 16	Martin Luther King Holiday – Main Campus Closed - No Classes OFC Campus Open – No SSC Classes
Monday, January 23	10 th Day of the 2023SP Term
Monday, February 6	First meeting of day and evening 12 week credit classes
Monday, February 20	Presidents' Day – College Closed NO CLASSES - BOTH CAMPUSES
Monday, February 27	Last day to withdraw from 1 st 8 week credit classes
Friday, March 3	Pulaski Day Observed – College Closed NO CLASSES - BOTH CAMPUSES
Saturday, March 4	End of 1 st 8 week credit classes
Mon-Sat, March 6-11	Midterm Break College Open Main Campus - No Classes OFC Campus Open – No SSC Classes
Monday, March 13	First meeting of 2 nd 8 week credit classes
Thursday, April 6	Spring Break – College Open NO CREDIT CLASSES
Friday, April 7	Spring Day – College Closed NO CLASSES - BOTH CAMPUSES
Saturday, April 8	NO CREDIT CLASSES
Monday, April 24	Last day to withdraw from 2 nd 8 week, 12 week and 16 week credit classes
Saturday, May 6	Last meeting of day and evening college credit classes
Mon.-Sat., May 8-13	FINALS WEEK
Sunday, May 14	Graduation
Monday, May 15	Final Grades due by 11:59 p.m. for credit, noncredit, BCI and Community Education where applicable

PROPOSED SUMMER 2023 – ACADEMIC CALENDAR

Monday, May 29	MEMORIAL DAY – College Closed NO CLASSES – BOTH CAMPUSES
Monday, June 5	First meeting of day and evening credit classes
Friday, June 9	10 th Day of Spring 2023 term
Tuesday, July 4	Independence Day Observed– College Closed NO CLASSES – BOTH CAMPUSES
Wednesday, July 19	Last day to withdraw from day and evening classes
Thursday, July 27	Last meeting of day and evening classes
Tuesday, August 1	Final Grades due by 11:59 p.m. for credit, noncredit, BCI and Community Education where applicable



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VI.D

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
Finance
Architectural
Other

- Operating
College Capital
Protection, Health and Safety

- Grant Funded
Student Life
Special Levies

PROPOSAL SUMMARY

Closed session minutes and audio tapes were reviewed per the Illinois Open Meetings Act. The written minutes of December 10, 2020 are authorized to be released. The written minutes of November 12, 2020 shall remain closed. The audio recordings of January 10, 2019, February 14, 2019, March 14, 2019 and April 11, 2019 are authorized to be destroyed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

The Illinois Open Meetings Act requires closed session minutes be reviewed every six months and released to public review, if advised by legal counsel. The Act also authorizes the destruction of audio tapes of Closed Session Minutes 18 months prior. This action aligns with Strategic Direction 5.4; Improve operational efficiencies of all internal structures and processes.

MOTION

Move that the Board of Trustees grant approval to release closed session minutes and dispose of closed session audio tapes in accordance with the Open Meeting Act. The written minutes of December 10, 2020 are authorized to be released. The written minutes of November 12, 2020 shall remain closed. The audio recordings of January 10, 2019, February 14, 2019, March 14, 2019 and April 11, 2019 are authorized to be destroyed.

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

Handwritten signatures for Appropriate Vice President and President.

Handwritten date 1/11/21

Handwritten date 1/11/2021

Personnel



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.A.1
Board Meeting Date: January 14, 2021

BOARD COMMITTEE

- Policy
Finance
Architectoral
Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Agreement between South Suburban College District No. 510, Cook County, Illinois and South Suburban College Faculty Association (hereafter "SSCFA") concerning the extension of the deadline for application for South Suburban College Incentive described in Section 13.6 (B) of the Collective Bargaining Agreement from December 1, 2020 to February 1, 2021.

ESTIMATED COST OR BENEFIT

Not Applicable

JUSTIFICATION OF ACTION

In this Memorandum of Agreement, the parties agree that due to the December 10, 2020 ratification of the Collective Bargaining Agreement, certain SSCFA members may have been unaware of the retirement incentive and it best to allow SSCFA members additional time to determine whether to retire at the conclusion of the 2020-21 school year. 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 that the Board of Trustees accept the he Memorandum of Agreement between South Suburban College District No. 510, Cook County, Illinois and SSCFA concerning the extension of the deadline for application for South Suburban College Incentive described in Section 13.6 (B) of the Collective Bargaining Agreement from December 1, 2020 to February 1, 2021.

Approvals:

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

Tasha S. Williams

01-04-21

Originator
Director of Human Resources

Date
1-11-21
Date

Tasha S. Williams

01-04-21

Appropriate Vice President
President

Date
1/12/21
Date

If to the SSCFA, to :

Mr. G.A. Griffith
South Suburban Community College
15800 South State Street
South Holland, Illinois 60473

6. **NO PRECEDENT:** This MOU shall establish no precedent between the COLLEGE and the SSCFA. All signatories to the MOU understand and agree that the terms stated herein shall apply only to eligible SSCFA members who elect to retire by February 1, 2021, unless there is a written MOU executed between the Parties in the future. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCFA.
7. **EFFECTIVE DATE:** This MOU shall be effective immediately upon execution and may not be revoked by any party unless mutually agreed in writing by the authorized agent of the party.
8. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement between the COLLEGE and the SSCFA with respect to the subject matter hereof, and there are no understandings, representations, or warranties of any kind between the COLLEGE and the SSCFA except those expressly set forth herein.
9. **AMENDMENTS:** This Agreement may not be modified except by written approved of the COLLEGE and the SSCFA.

SOUTH SUBURBAN COLLEGE

SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION

BY: _____

BY: _____

DATE: _____

DATE: _____



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.B.1

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees accept the Memorandum of Agreement between South Suburban College District No. 510, Cook County, Illinois and South Suburban College Support Staff Association (hereafter "SSCOSA") concerning the application for the South Suburban College Incentive described in Section 23.1 of the Collective Bargaining Agreement. The deadline to apply for the early retirement incentive is March 1, 2021.

ESTIMATED COST OR BENEFIT

Not Applicable

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

Request that the Board of Trustees accept the Memorandum of Agreement between South Suburban College District No. 510, Cook County, Illinois and South Suburban College Support Staff Association (hereafter "SSCOSA") concerning the application for the South Suburban College Incentive described in Section 23.1 of the Collective Bargaining Agreement. The deadline to apply for the early retirement incentive is March 1, 2021.

Approvals:

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

Lynette Stokes 1/13/21
 President Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SOUTH SUBURBAN COLLEGE AND
SOUTH SUBURBAN COLLEGE SUPPORT STAFF ASSOCIATION**

This Memorandum of Understanding ("MOU") is entered into on the January 14, 2021 by and between the South Suburban Community College District No. 510, Cook County, Illinois (hereafter the "COLLEGE") and South Suburban College Support Staff Association (hereafter "SSCSSA").

WHEREAS, certain staff who may not otherwise be eligible for retirement as set forth in the College Bargaining Agreement between the COLLEGE and SSCSSA for retirement effective upon completion of all necessary job tasks in concluding the Spring 2021 semester; and

WHEREAS, given the five (5) year trend of decreased student enrollment and decreased funding opportunities, the COLLEGE has indicated that staff adjustments may be necessary; and

WHEREAS, the maximum retirement income provided by the laws of the State of Illinois is achieved with thirty (30) years of service in the State University Retirement System ("SURS"); and

WHEREAS, due to decreased enrollment and funding opportunities, the COLLEGE and SSCSSA wish to allow otherwise qualified members of the SSCSSA with twenty-five (25) years of service to avail themselves of retirement with additional benefits provided by SSC; and

NOW, THEREFORE, IN CONSIDERATION OF THESE PREMISES, it is agreed between the COLLEGE and the SSCSSA as follows:

1. **ELIGIBILITY:** Eligible members of the SSCSSA as used in this MOU shall be those otherwise qualified members of the SSCSSA with twenty-five (25) years of eligible service with SURS.
2. **RE-EVALUATION OF RETIREMENT DATE:** Eligible members of the SSCSSA shall be allowed to tender their irrevocable notice of retirement until March 1, 2021 for retirement effective June 30, 2021, upon completion of all necessary job tasks. Approval shall be granted following consultation between the COLLEGE and the SSCSSA.
3. **APPLICATION FOR SOUTH SUBURBAN COLLEGE INCENTIVE:** The eligibility according to Section 23.1 (D) of the Collective Bargaining Agreement shall be adjusted to provide an incentive for six (6) years following the effective date of retirement. During each of the six (6) years in the Program, the retiree shall receive an amount equal to 22.5% of the base compensation. Payments rendered shall be made no less often than quarterly.
4. **WAIVER:** By executing this MOU, the COLLEGE and the SSCSSA agree not to grieve any of the terms and conditions stated herein.
5. **JURISDICTION:** This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of law provision. All disputes

arising out of this MOU, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois.

6. **NOTICE:** Any notice or communication permitted or required under this MOU shall be in writing and shall become effective on the day of mailing thereof by first class mail or certified mail, postage prepaid, addressed:

If to the COLLEGE, to: Dr. Lynette Stokes, President
 South Suburban Community College District #510
 15800 South State Street
 South Holland, IL 60473

If to the SSCFA, to: Ms. Shannan Smith
 South Suburban Community College District #510
 15800 South State Street
 South Holland, IL 60473

6. **NO PRECEDENT:** This MOU shall establish no precedent between the COLLEGE and the SSCSSA. All signatories to the MOU understand and agree that the terms stated herein shall apply only to those Eligible members of the SSCSSA who are eligible and file the required notice of intent to retire by March 1, 2021. Unless the parties agree in a separate written MOU executed between the Parties in the future, there shall be no expectation that retirement deadlines, additional incentive years, or eligibility for retirement shall be extended to any other members of the SSCSSA at any other time. This MOU shall not be construed in any manner to create a binding practice upon the COLLEGE or the SSCSSA.

7. **EFFECTIVE DATE:** This MOU shall be effective immediately upon execution and may not be revoked by either party unless mutually agreed in writing.

8. **ENTIRE AGREEMENT:** This MOU contains the entire agreement between the COLLEGE and the SSCSSA with respect to the subject matter hereof and there are no understandings, representations, or warranties of any kind between the COLLEGE and the SSCSSA except those expressly set forth herein.

9. **AMENDMENTS:** This MOU may not be modified except by writing approved by the authorized agents of the COLLEGE and the SSCSSA.

SOUTH SUBURBAN COLLEGE

SOUTH SUBURBAN COLLEGE
SUPPORT STAFF ASSOCIATION

Date

Date



OSOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.B.1

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees approve the retirement of Mrs. Linda Bathgate, Counselor, effective June 30, 2021.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

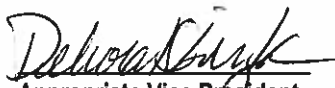
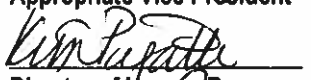
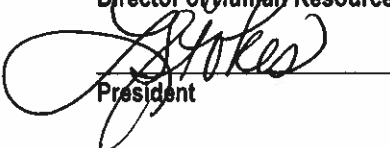
Please see the attached retirement letter from Linda Bathgate. This action will align with Strategic Direction 1; Assist in providing credit courses and associate degree programs for an academically prepared student body.

MOTION

Move that the Board of Trustees accept the retirement of Mrs. Linda Bathgate, Counselor, effective June 30, 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)

 Appropriate Vice President	<u>1/7/21</u> Date
 Director of Human Resources	<u>1/7/21</u> Date
 President	<u>1/14/2021</u> Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.B.2

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Request that the Board of Trustees approve the retirement of Ms. Diana Haney, Reading Instructor, effective May 31, 2021, and grant permission to advertise to fill the position, as needed.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (Strategic Direction #1 - Nurture and empower each student to succeed, Goal 1.1)

MOTION

Move that the Board of Trustees accept the retirement of Ms. Diana Haney, Reading Instructor and grant permission to advertise for a full-time Business instructor, as needed.

Approvals:

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

additional funds? (Explain)

Anna M. Helwig 01/04/2021

Originator Date
[Signature] 1-11-21
Director of Human Resources Date

Jasha S. Williams 01/04/21

Appropriate Vice President Date
[Signature] 1-11-21
President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.C.1

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees grant permission to appoint John Casella full-time position of Trades II Maintenance Worker in the Physical Plant Department, effective January 19, 2021, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time position; 35 hours per week, 52 weeks per year, Grade X on the Support Staff Salary Schedule with a beginning annual salary of \$41,222 plus benefits.

JUSTIFICATION OF ACTION




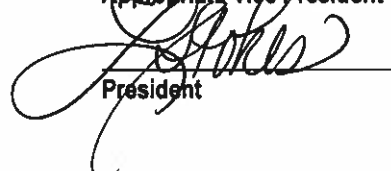
Administration is requesting permission to fill the vacant position created by the passing of John Callahan. Replacement of this position aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees grant permission to appoint John Casella full-time position of Trades II Maintenance Worker in the Physical Plant Department, effective January 19, 2021, pending successful completion of a criminal background investigation.

Approvals:

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

 Originator	<u>1-7-21</u> Date
 Director of Human Resources	<u>1/7/21</u> Date
 Appropriate Vice President	<u>1/11/21</u> Date
 President	<u>1/11/2021</u> Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY21-VII.C.2

Board Meeting Date: January 14, 2021

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint David Frazier as a full-time, grant-funded, Academic Assistant position in the Allied Health Department, pending the successful completion of a background check, effective January 19, 2021.

ESTIMATED COST OR BENEFIT

Annual salary of \$37,200, plus benefits.

JUSTIFICATION OF ACTION

Permission to fill this position was granted during a prior Board meeting. This action will assist in providing credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees appoint David Frazier as a full-time grant-funded, Academic Assistant in the Allied Health Department, pending the successful completion of a background check, effective January 19, 2021.

Approvals:

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

<u>Jeff Waddy</u>	<u>1/4/2021</u>
Originator	Date
<u>Kim Repetto</u>	<u>1/7/21</u>
Director of Human Resources	Date
<u>Sarah Williams</u>	<u>1/4/21</u>
Appropriate Vice President	Date
<u>[Signature]</u>	<u>1/14/2021</u>
President	Date