

SOUTH SUBURBAN COLLEGE



June 13, 2024

Regular Meeting of the
Board of Trustees



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
FINANCE COMMITTEE MEETING AGENDA
DEFILIPPO, CHAIR; TRUSTEES DALY AND ROGERS
THURSDAY, JUNE 13, 2024
6:50 PM

- I. Recommendation to approve the Resource Allocation Management Plan (RAMP), as presented.
- II. Recommendation to accept the bid of Midwest Transit Equipment in the amount of \$111,816.00 for the purchase of an athletic bus.
- III. Recommendation to accept the bids of School Health, \$2,849.39; Lansing Sports, \$66,288.10; BSN Sports, \$26,935.58; and Pro-Am Team Sports, \$11,059.62 for the purchase of athletic uniforms and supplies.



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
REGULAR BOARD MEETING AGENDA
THURSDAY, JUNE 13, 2024
7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. PRESENTATIONS/REPORTS

There are none.

V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- A. Finance Committee Meeting held May 9, 2024
- B. Regular Board of Trustees Meeting held May 9, 2024
- C. Closed Session Meeting held May 9, 2024

VI. NEW BUSINESS

- A. Monthly Financial Report (T. Hill)
- B. Approval of the payment of bills for May, 2023 (T. Hill)
- C. Approval of the Resource Allocation Management Plan (RAMP), as presented (A. DeFilippo)
- D. Approval to accept the bid of Midwest Transit Equipment in the amount of \$111,816.00 for the purchase of an athletic bus (A. DeFilippo)
- E. Approval to accept the bids of School Health, \$2,849.39; Lansing Sports, \$66,288.10; BSN Sports, \$26,935.58; and Pro-Am Team Sports, \$11,059.62 for the purchase of athletic uniforms and supplies. (A. DeFilippo)
- F. Approval of the Early Childhood Education Level III Certificate for implementation in the fall, 2024 semester (T. Williams)

VII. PERSONNEL RECOMMENDATIONS

- A. Retirements/Resignations/Terminations
- B. Appointments
- C. Approval of Fiscal Year 2025 Compensation Packages for Administrators
- D. Approval of Fiscal Year 2025 Compensation Packages for Technical Professional Exempt (TPE) Employees
- E. Approval of Fiscal Year 2025 Compensation Packages for Grant-funded Employees
- F. SSCFA Memorandum of Understanding – Department Chairs

VIII. CLOSED SESSION

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

IX. MISCELLANEOUS

X. ADJOURNMENT

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, IL 60473

BOARD ROOM, ROOM 2248

MINUTES OF THE FINANCE COMMITTEE

THURSDAY, MAY 9, 2024

Trustee DeFilippo called the meeting of the Finance Committee to order at 7:02 p.m.

Committee members present: Trustee Kevin L. Daly, Anthony DeFilippo and Janet Rogers.

Committee members absent: None.

Other Board members in attendance: Chairman Terry Wells, and Trustees Vivian Payne, Sherelene A. Harris and Student Trustee Lizbeth Atenco.

Other Board members absent: Trustee Anthony Williams.

Also present: College President Lynette D. Stokes; Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board; and College Attorney Christopher L. Petrarca.

Agenda:

I. Recommendation to accept the bid of Antigua Construction in the total amount of \$150,479.35 for the Men's and Women's Locker Room Upgrades, partially utilizing grant funds.

Trustee DeFilippo recommended the Board of Trustees accept the bid of Antigua Construction in the total amount of \$150,479.35 for the Men's and Women's Locker Room Upgrades, partially utilizing grant funds.

The meeting adjourned at 7:05 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS

BOARD ROOM, SUITE 2248

REGULAR BOARD MEETING MINUTES

THURSDAY, MAY 9, 2024

I. CALL TO ORDER & ROLL CALL:

At 7:06 p.m., Chairman Terry Wells called the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510, to order. The meeting was held in the Board Room, Suite 2248.

Present: Chairman Terry Wells, Vice Chairperson Vivian Payne, Secretary Janet Rogers and Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris and Student Trustee Lizbeth Atenco.

Absent: Trustee Anthony Williams.

Also present: Lynette D. Stokes, President; Tasha Williams, Vice President of Academic Services; Devon Powell, Vice President of Student and Enrollment Services; Patrick Rush, Vice President of Administration and Secretary to the Board of Trustees and College Attorney Christopher L. Petrarca.

II. PUBLIC PARTICIPATION:

1. Sakihya Darden requested and was granted permission to address the Board of Trustees in Closed Session regarding Agenda Item VII.A, Retirements, Resignations & Terminations.
2. Shannan Smith requested and was granted permission to address the Board of Trustees in Closed Session regarding Agenda Item VII.A, Retirements, Resignations & Terminations.

III. REPORTS/PRESENTATIONS

- A. The Board of Trustees presented awards and purchased student artwork to add the college's permanent collection.
- B. The Board of Trustees formally recognized the winners of the 2024 Presidential Excellence & Leadership Awards.

IV. PREVIOUS MEETING MINUTES

A. Finance Committee Meeting held April 11, 2024

Trustee DeFilippo moved and Trustee Harris seconded to approve the minutes of the Finance Committee Meeting held April 11, 2024. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

B. Regular Board of Trustees Meeting held April 11, 2024

Trustee Payne moved and Trustee Rogers seconded to approve the minutes of the Regular Board of Trustees meeting held April 11, 2024. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

V. NEW BUSINESS

A. Monthly Financial Report

Trustee DeFilippo moved and Trustee Payne seconded to accept the Monthly Financial Report as presented by Treasurer Tyhani Hill. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

B. Bills Payable for April, 2024

Trustee Harris moved and Trustee Daly seconded to approve the bills payable for April 2024 in the amount of \$4,347,401.00. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

C. Approval to accept the bid of Antigua Construction in the total amount of \$150,479.35 for the Men's and Women's Locker Room Upgrades, partially utilizing grant funds

Trustee DeFilippo moved and Trustee Daly seconded to accept the bid of Antigua Construction in the total amount of \$150,479.35 for the Men's and Women's Locker Room Upgrades, partially utilizing grant funds. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

VI. PERSONNEL RECOMMENDATIONS

A. Ratify the Results of the Phone Poll for the position of Human Resources Generalist

Trustee Rogers moved and Trustee Harris seconded to ratify the results of the phone poll conducted on April 23, 2024 by Patrick Rush, Vice President of Administration, to accept the resignation of Valerie Jackson as a full-time Human Resources Generalist, effective May 17, 2024, and grant permission to immediately advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

B. Resignations/Retirements/Terminations

1. Trustee Rogers moved and Trustee DeFilippo seconded to approve the retirement of Linda Mattox as a full-time Human Resources Manager, effective June 30, 2025, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

2. Trustee Harris moved and Trustee Daly seconded to approve the retirement of Mary Viehweg as a full-time grant-funded Lead Instructor for the English as a Second Language (ESL) Department, effective June 30, 2024, and grant permission to advertise to fill the vacated position, as needed. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

3. Trustee Payne moved and Trustee Rogers seconded to approve the resignation of Alexis Gee as a full-time Financial Aid Technician, effective April 12, 2024, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

4. Trustee Harris moved and Trustee Rogers seconded to approve the resignation of Christina Gutierrez as a full-time Director of Student Activities, effective June 3, 2024, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

VII. CLOSED SESSION

At 7:49 p.m., on a motion made by Trustee Payne and seconded by Trustee Daly, the Board of Trustees entered into Closed Session for the discussion of hiring, discipline, performance, and compensation of certain personnel, dismissal of specific volunteers, dismissal of specific independent contractors, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

At 8:36 p.m., the Board of Trustees resumed Open Session on a motion made by Trustee DeFilippo and seconded by Trustee Harris. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

B. Retirements, Resignations and Terminations – Continued

5. Trustee DeFilippo moved and Trustee Rogers seconded to approve the termination of Sakihya Darden as a full-time Nursing Lab Supervisor, effective May 10, 2024, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

C. Appointments

Trustee DeFilippo moved and Trustee Payne seconded to approve the appointment of LeToy Hannah-White as a full-time Human Resources Generalist in the Human Resources Department, effective May 20, 2024, pending successful completion of a criminal background investigation. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

D. Approval to Create and Advertise

1. Trustee DeFilippo moved and Trustee Harris seconded to grant approval to create and advertise the full-time position of Director of Echocardiography. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

2. Trustee Rogers moved and Trustee Harris seconded to grant approval to create and advertise the full-time position of Trades III Engineer. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

E. Approval to Reduce and Limit Faculty Sabbaticals to One (1)

Trustee DeFilippo moved and Trustee Rogers seconded to reduce and limit faculty sabbaticals to one (1) for the 2024-2025 academic year. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

F. Approval to grant a lateral transfer of faculty from Student and Enrollment Services to Academic Services

Trustee Rogers moved and Trustee Payne seconded to grant a lateral transfer of Dr. Kashunda McGriff, a faculty member subject to layoff, from the Counseling Department to the Social and Behavioral Sciences Department, effective May 21, 2024. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

VIII. ADJOURNMENT

At 8:36 p.m., Trustee Rogers moved and Trustee Payne seconded to adjourn the Board of Trustees meeting. On roll call, Trustees Kevin L. Daly, Anthony DeFilippo, Sherelene A. Harris, Vivian Payne, Janet Rogers Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

Chairperson of the Board

Secretary of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.A

Board Meeting Date: June 13, 2024

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 Financial Report as presented.

ESTIMATED COST OR BENEFIT

[Empty box for estimated cost or benefit]

JUSTIFICATION OF ACTION

Please refer to the attached Investment Report and Financial Summary enclosed in your Board booklet for the period ending April 30, 2024. This action aligns with Strategic Direction 3.1; Foster fiscal stability and sustainability.

MOTION

Move that the Board of Trustees approve the Financial Report as presented.

Approvals:

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

Signatures and dates for Controller/Treasurer, Appropriate Vice President, and President.

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tyhani Hill
 Date: May 31, 2024
 Subject: Financial Report For The Period Ending April 30, 2024

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

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,277,483.86	\$28,167,923.07
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$1,939,475.10	\$25,237,183.11

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>
\$3,228,034.02	\$39,458,954.71
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$3,097,518.29	\$37,953,150.10
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$130,515.73	\$1,505,804.61

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>
\$20,125,775.12	3.71%	(15)

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$2,559,566.44	\$165,005.08	\$2,724,571.52
August	\$3,548,708.20	\$98,484.55	\$3,647,192.75
September	\$2,072,090.51	\$75,486.90	\$2,147,577.41
October	\$1,250,134.38	\$250,134.48	\$1,500,268.86
November	\$1,867,495.46	\$549,120.91	\$2,416,616.37
December	\$4,507,379.42	\$1,103,350.81	\$5,610,730.23
January	\$2,726,183.75	\$230,863.02	\$2,957,046.77
February	\$2,148,320.04	\$297,000.00	\$2,445,320.04
March	\$2,638,513.05	\$802,602.21	\$3,441,115.26
April	\$1,087,091.92	\$190,391.94	\$1,277,483.86
May			\$0.00
June			\$0.00
YTD	\$24,405,483.17	\$3,762,439.90	\$28,167,923.07

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,308,152.36	\$370,989.79	\$2,679,142.15
August	\$2,786,332.68	\$393,124.60	\$3,179,457.28
September	\$2,038,681.84	\$411,023.60	\$2,449,705.44
October	\$1,778,028.35	\$377,378.32	\$2,155,406.67
November	\$1,652,939.88	\$303,266.94	\$1,956,206.82
December	\$2,218,893.44	\$448,942.68	\$2,667,836.12
January	\$3,083,791.65	\$394,558.71	\$3,478,350.36
February	\$2,107,378.35	\$368,350.28	\$2,475,728.63
March	\$1,902,194.11	\$353,680.43	\$2,255,874.54
April	\$1,656,146.17	\$283,328.93	\$1,939,475.10
May			\$0.00
June			\$0.00
YTD	\$21,532,538.83	\$3,704,644.28	\$25,237,183.11

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$3,328,182.44	\$3,410,154.38	(\$81,971.94)
August	\$4,594,017.14	\$4,854,620.06	(\$260,602.92)
September	\$3,050,187.48	\$3,201,958.22	(\$151,770.74)
October	\$2,924,367.00	\$2,917,820.17	\$6,546.83
November	\$3,136,043.96	\$2,457,955.98	\$678,087.98
December	\$6,328,862.04	\$5,342,780.04	\$986,082.00
January	\$3,457,203.55	\$4,037,537.08	(\$580,333.53)
February	\$4,368,700.09	\$4,500,039.46	(\$131,339.37)
March	\$5,043,356.99	\$4,132,766.42	\$910,590.57
April	\$3,228,034.02	\$3,097,518.29	\$130,515.73
May			\$0.00
June			\$0.00
YTD	\$39,458,954.71	\$37,953,150.10	\$1,505,804.61

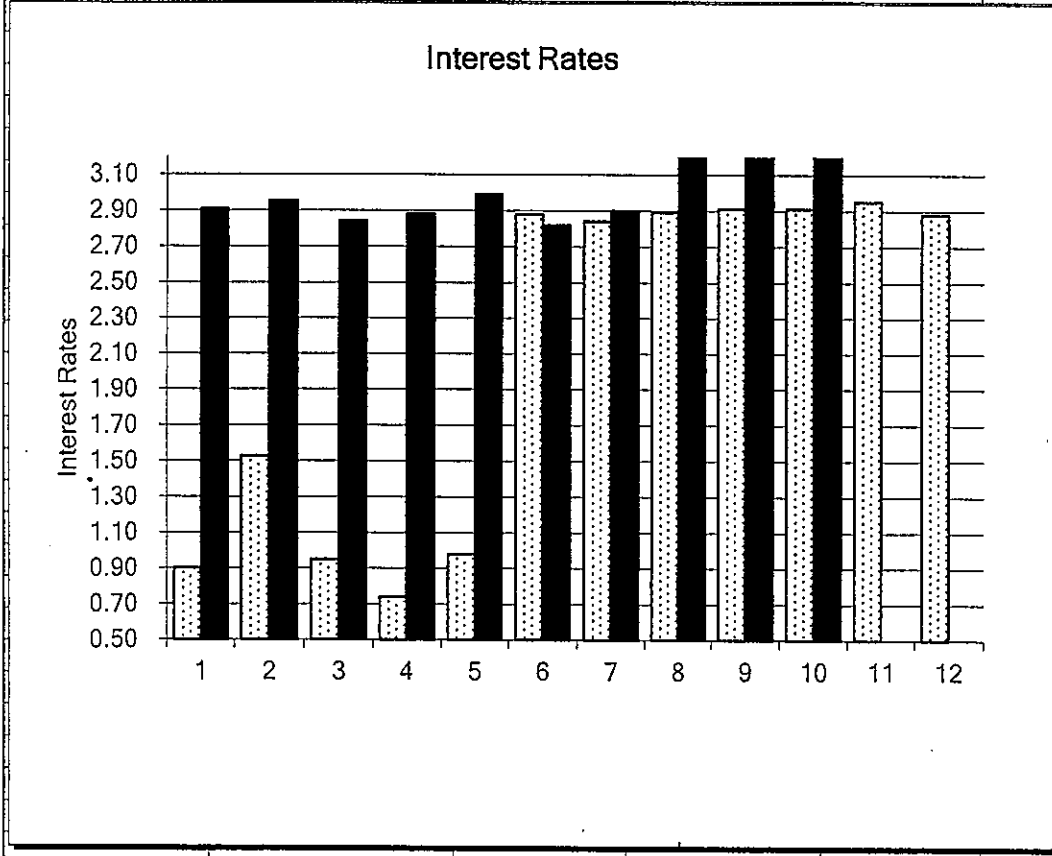
	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$16,593,642.95	2.91%	3
August	\$15,893,721.80	2.95%	4
September	\$13,262,893.00	2.84%	(11)
October	\$12,504,572.38	2.88%	4
November	\$11,856,861.00	2.99%	11
December	\$15,616,406.23	2.82%	(17)
January	\$15,546,623.29	2.90%	8
February	\$15,663,398.77	3.84%	94
March	\$22,218,501.04	3.86%	2
April	\$20,125,775.12	3.71%	(15)
May			
June			

SOUTH SUBURBAN COLLEGE

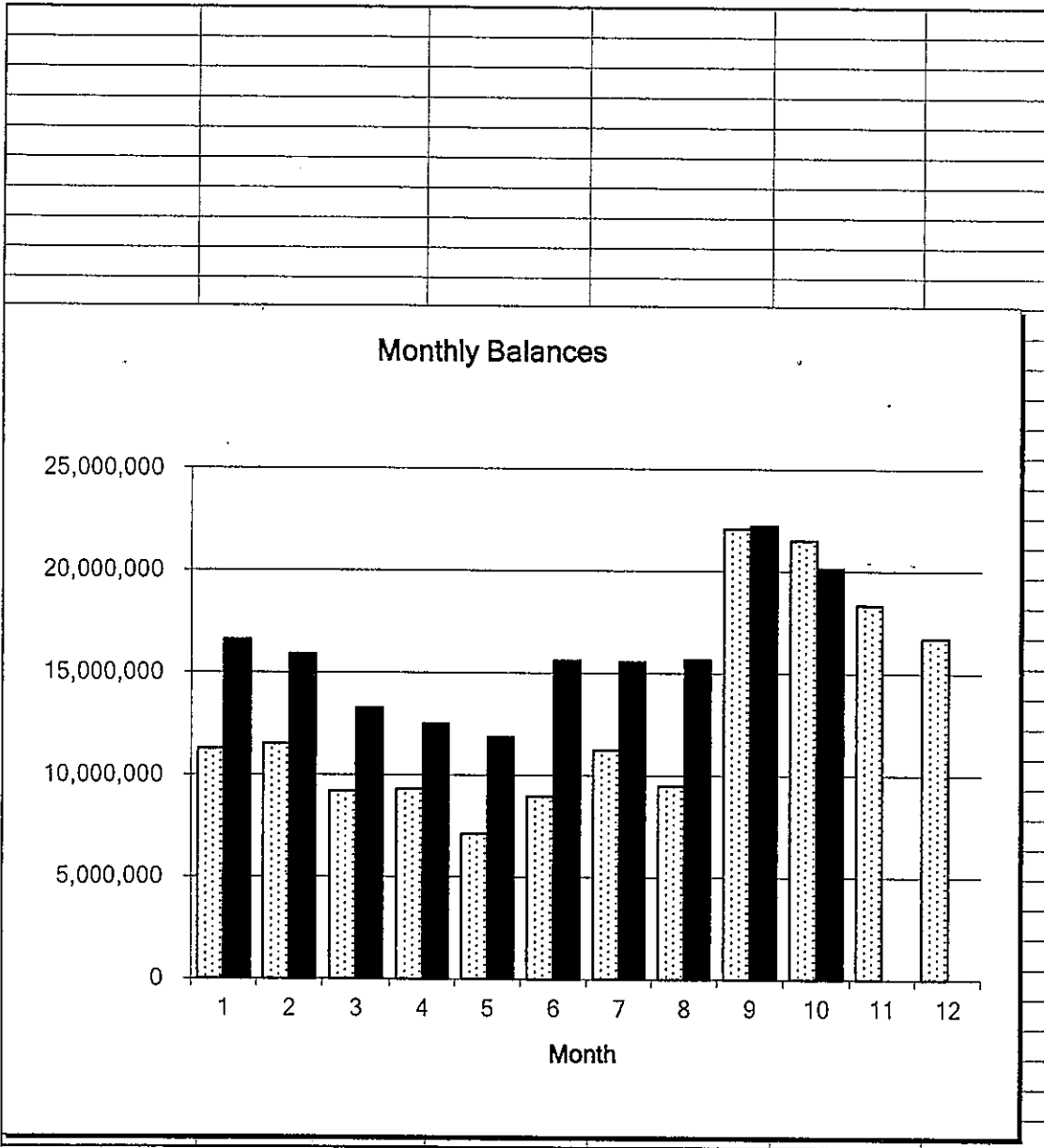
Description	Date	Fund 1	Fund 2	Fund 3	Fund 3
		Educational	Opr. & Maint.	O&M Rst(300)	PH&S(379)
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		157,881.85	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,394,643.10	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		14,658,819.08	0.00	5,000,000.00	0.00
Totals	4/1/2024	17,211,344.03	0.00	5,000,000.00	0.00
Transactions:					
Illinois Fund MM deposit from Comptroller	04/01/2024	4,483.00			
Illinois Fund MM deposit from Comptroller	04/02/2024	190,832.40			
Illinois Fund MM deposit from Comptroller	04/04/2024	89,195.56			
Illinois Fund MM deposit from Comptroller	04/08/2024	5,020.00			
Illinois Fund MM deposit from Comptroller	04/09/2024	13,299.20			
Illinois Fund MM deposit from Comptroller	04/11/2024	291,588.31			
Illinois Fund MM deposit from Comptroller	04/12/2024	8,620.00			
Illinois Fund MM deposit from Comptroller	04/26/2024	102,966.48			
Interest on Illinois Funds MM	04/30/2024	2,932.14			
5/3 transfer from Investments to Cash	04/30/2024	(2,870,000.00)			
Interest on 53 MM	04/30/2024	57,875.64			
PFM Interest	04/30/2024	10,461.35			
Ending Balance:		15,118,618.11	0.00	5,000,000.00	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		866,818.94	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,405,104.45	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		11,846,694.72	0.00	5,000,000.00	0.00
Totals	04/30/2024	15,118,618.11	0.00	5,000,000.00	0.00

South Suburban College

Investment Summary				
F Y 2022 - 2023			F Y 2023 - 2024	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	11,282,728	0.90	16,593,643	2.91
August	11,517,784	1.53	15,893,722	2.95
September	9,217,657	0.95	13,262,893	2.84
October	9,325,203	0.74	12,504,572	2.88
November	7,124,560	0.98	11,856,861	2.99
December	8,965,059	2.88	15,616,406	2.82
January	11,242,814	2.84	15,546,623	2.90
February	9,485,256	2.89	15,663,399	3.84
March	22,075,088	2.91	22,218,501	3.86
April	21,490,927	2.91	20,125,775	3.71
May	18,325,737	2.95		
June	16,707,052	2.88		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.B

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

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	\$2,674,737.07
Operations & Maintenance Fund	\$497,468.32
Operations & Maintenance Fund Restricted	\$278,410.40
Auxiliary Enterprise Fund	\$1,287.63
Restricted Funds	\$817,924.89
Special Levies Fund	\$52,158.20
Audit Fund	\$1,050.00
Flex Plan Fund	<u>\$2,267.24</u>
Total	<u>\$4,325,303.75</u>

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

Controller/Treasurer

06/04/2024

Vice President of Administration

Date
6/4/24

President

Date
6/4/24

Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.C

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

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

ESTIMATED COST OR BENEFIT

The possible benefit to the College is \$12,865,000. The College is required to match 25% of the total cost of the projects in the amount of \$3,216,250.

JUSTIFICATION OF ACTION

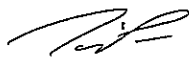
The ICCB requires the Board of Trustees to approve the College's capital RAMP requests for State funding. This action supports Strategic Direction 3.0; South Suburban College will ensure the financial, physical, and technological resources necessary to support educational programs and promote continuous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

MOTION

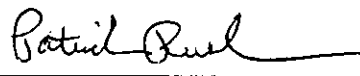
Move that the Board of Trustees approve the Resource Allocation Management Plan (RAMP), as presented.

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 6/6/24
Date



 Appropriate Vice President 6/6/24
Date



 President 6/6/24
Date

District and College

510 / South Suburban College, 51001

Ranking

1

Identifier

510-01DF2026-1

Type of Space

Other

Title

Boiler and Chiller Replacement - Main Campus

Board approval date

6/13/2024

Funding information

Bldgs Addition, and/or Structures >> Amount	
Land >> Amount	
Equipment >> Amount	5565000
Utilities >> Amount	
Remodeling & Rehabilitation >> Amount	300000
Site Improvements >> Amount	
Planning >> Amount	
Other >> Amount	
Estimated Local Funds (25% min.) >> Amount	1466250
Estimated State Funds >> Amount	4398750
Estimated Total Funds >> Amount	5865000

Scope

Boiler and Chiller Replacement Main Campus

Demolition: Consists of removing 2 existing hot water boilers and 1 abandoned boiler, hot water pumps and boiler room piping, combustion air, flues and gas piping.

Chillers: Consists of removal of 3 existing chillers, chilled water pumps, condenser water pumps and cooling tower and chiller room piping.

New Install:

Boilers: Provide multiple high efficiency gas fired boilers, flues and combustion air. Provide boiler pumps and piping. Provide building loop pumps with VFD's and piping. Provide gas piping to boilers. Provide hot water system chemical treatment. Update BAS controls serving boiler room. Provide associated electrical disconnect and connection for boilers and pumps.

Chillers:

Provide 3 centrifugal energy efficient chillers. Provide cooling tower, condensate pumps and condenser water piping. Provide chiller pumps and piping. Provide Chilled water building loop pumps with VFD's and piping. Provide condenser water and chilled water chemical treatment systems. Provide refrigerant monitoring and emergency exhaust system for chiller room. Update BAS controls serving the Chiller system. Provide electrical disconnect and connection for chillers, pumps and cooling tower.

Justification

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 institutions ability to market itself, but also the comfort level of students who chose to attend the institution. The existing boilers and chillers have reached or are approaching end of life expectancy. As time passes, more maintenance is required to keep the existing boilers and chillers operational. The units become less efficient, costing South Suburban College more in maintaining the equipment and for gas, electric and water utilities. One of the Boilers has been abandoned due to such costs. Over time, it will become more difficult to obtain replacement parts. The College runs the risk of another boiler/chiller going out of commission.

By replacing the aging boilers and chillers, the College benefits from savings on repairs and utilities. The new boilers and chillers will be energy efficient and a smaller footprint. New boilers and chillers will provide South Suburban College a peace of mind knowing the new equipment will not break down. The new boilers and chillers will provide better heating and cooling comfort and allow maintenance personnel to monitor the system via the Web and pinpoint problems.

District and College

510/South Suburban College, 51001

Ranking

2

Identifier

510-01R2022-1

Type of Space

(A) Lab Space

Title

Renovate Labs

Board approval date

6/13/2024

Funding information

Bldgs Addition, and/or Structures >> Amount	
Land >> Amount	
Equipment >> Amount	
Utilities >> Amount	
Remodeling & Rehabilitation >> Amount	4500000
Site Improvements >> Amount	
Planning >> Amount	
Other >> Amount	
Estimated Local Funds (25% min.) >> Amount	1125000
Estimated State Funds >> Amount	3375000
Estimated Total Funds >> Amount	4500000

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 do 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 4 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 appropriate for the working environment. Walls will be repaired and painted along with 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.

Justification

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 student's 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 it's 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.

District and College

510/South Suburban College, 51001

Ranking

3

Identifier

510-01-DF2024-1

Type of Space

Building Envelope

Title

Exterior Painting and Caulking-Entire Building-Main Campus

Board approval date

6/13/2024

Funding information

Bldgs Addition, and/or Structures >> Amount	
Land >> Amount	
Equipment >> Amount	
Utilities >> Amount	
Remodeling & Rehabilitation >> Amount	2500000
Site Improvements >> Amount	
Planning >> Amount	
Other >> Amount	
Estimated Local Funds (25% min.) >> Amount	625000
Estimated State Funds >> Amount	1875000
Estimated Total Funds >> Amount	2500000

Scope

EXTERIOR COATING WORK:

- POWER WASH ALL EXTERIOR WALL SURFACES AND EXTERIOR SOFFIT CEILING AREAS.
- SPOT PRIME STAINED WALLS.
- SPOT PRIME ANY NEW PATCHES.
- BRUSH AND ROLL APPLY TWO (2) COATS OF ELASTOMERIC ACRYLIC COATING WITH SELF CLEANING ABILITY AND 10 YEAR WARRANTY.

- APPLY TWO (2) COATS OF PAINT ON HOLLOW METAL DOORS AND FRAMES, PAINTED HANDRAILINGS, WALL LOUVERS NOT PREFINISHED.

EXTERIOR CAULKING - 100%:

- CLEANOUT ALL VERTICAL AND HORIZONTAL CAULK JOINTS BETWEEN PANELS.

- PREPARE JOINTS.

- BACK AND RE-CAULK JOINTS.

- SEAL ALL CRACKS NOT ABLE TO BE BRIDGED BY COATING.

- CLEAN OUT AND RE-CAULK ALL WINDOW AND DOOR CAULKING INCLUDING CLERESTORY WINDOWS AND WINDOW WALLS.

- PATCH AND MATCH ANY SPALLED CONCRETE AND CLEAN AND PROTECT.

Justification

The exterior integrity of a building is only as good as its ability to prevent air and water infiltration.

South Suburban College has been providing a bandage to the exterior of its Main Campus Building for many years. The existing exterior panels have endured years of weathering, causing the paint to spall and fade over the years giving the building a worn out appearance. The caulk between the exterior panels has either fallen out, dried up and lost its movement ability. Most of all the old caulk between panels makes the building susceptible to water infiltration.

The exterior windows are the original frames from when the building was built in the 1970's. The caulk is old, brittle and peeling off allowing for water to enter the building. A properly painted and sealed building will reduce the deterioration of the existing panels and underlying components such as steel and interior finish inside the building. Re-caulking the windows will not only prevent water from entering the building, but also eliminate the infiltration of air which would help reduce heating and cooling cost.

Re-painting and re-caulking will beautify the appearance of the building and also provide cost saving measures when it comes to energy efficiency. Leaving the exterior of the building in current conditions can create bigger underlying problems in the near future making repairs more costly.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.D

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

FUNDING

- Policy (x), 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 bid of Midwest Transit Equipment in the amount of \$111,816.00 for the purchase of an athletic bus.

ESTIMATED COST OR BENEFIT

\$111,816.00

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

Move that the Board of Trustees approve the bid of Midwest Transit Equipment in the amount of \$111,816.00 for the purchase of an athletic bus.

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]

Appropriate Vice President

6/5/24
Date

[Signature]

President

6/5/24
Date



SOUTH SUBURBAN COLLEGE

15800 S. State St.
South Holland, IL
60473-1200
(708) 596-2000

Board of Trustees

Terry R. Wells,
Chairman

Vivian Payne,
Vice-Chair

Janet M. Rogers,
Secretary

Kevin L. Daly

Anthony P. DeFilippo

Dr. Sherelene A. Harris

Anthony W. Williams

Dr. Lynette D. Stokes,
College President

Our Mission
Is to **Serve** our
Students and
the **Community**
Through Lifelong
Learning.

ssc.edu

MEMO

To: Dr. Lynette Stokes, President and Board of Trustees
From: Patrick Rush, Vice President of Administration
Date: June 5, 2024

Re: **Athletic Bus**

On April 28, 2024, SSC Purchasing requested proposals for a 14-passenger Athletic Bus with Rear Luggage via Demand Star and Beacon. Our legal requirement to advertise was also satisfied through notices placed in *The Daily Southtown* and *Taylor Media*. We had three responses, and a public acknowledgement/proposal opening was held on May 15, 2024, at 10:30 a.m.

The College has checked the references of the successful vendor and was pleased to find them to be more than satisfactory. We therefore, recommend acceptance of the proposal from Midwest Transit Equipment, Kankakee, IL, for the Athletic Bus. The work will be completed before the end of Fiscal Year 2024.

Athletic Bus Bid Opening on May 15, 2024 @ 10:30 am

Company	Total	
Midwest Transit Equipment	111,816.00	(L)
Best Bus Sales	116,410.00	
Central States Bus Sales	120,000.00	

L= lowest bid



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.E

Board Meeting Date: June 13, 2024

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 bids School Health, \$2,849.39; Lansing Sports, \$66,288.10; BSN Sports, \$26,935.58; and Pro-Am Team Sports, \$11,059.62 for the purchase of athletic uniforms and supplies.

ESTIMATED COST OR BENEFIT

\$107,132.69.

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

School Health, \$2,849.39; Lansing Sports, \$66,288.10; BSN Sports, \$26,935.58; and Pro-Am Team Sports, \$11,059.62 for the purchase of athletic uniforms and supplies

Approvals:

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

Patricia Paul
Appropriate Vice President
6/5/24
Date

Spencer Stokes
President
6/5/24
Date



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MEMO

To: Dr. Lynette Stokes, President and Board of Trustees
From: Patrick Rush, Vice President of Administration
Date: June 5, 2024

Re: **Athletic Uniforms and Supplies**

On May 19, 2024, SSC Purchasing broadcast our annual athletics bid via Demand Star to 60 vendors and Beacon to 44 vendors. Our legal requirement to advertise was also satisfied through notices placed in *The Daily Southtown*, *Chicago Tribune*, *Taylor Media* and *the Chicago Citizen*. A public opening was held on May 30, 2024, at 10:00 a.m. with the results being read aloud. We had five responses, one of which was rejected due to their inability to provide appropriate products and references. A breakdown of the bids is attached.

The College has done business with the successful vendors and found all experiences to be satisfactory or have received satisfactory references. We, therefore, recommend acceptance of the bids in the amount of \$107,132.69 for the purchase of athletic uniforms and supplies as follows:

- \$2,849.39 to School Health, Rolling Meadows, IL,
- \$66,288.10 to Lansing Sports, Lansing, IL,
- \$26,935.58 to BSN Sports, Dallas, TX, and
- \$11,059.62 to Pro-Am Team Sports, Evanston, IL (100% BEP).

		Lansing Sport Shop		Pro-Am Team Sports 100% BEP Vendor		BSN Sports		School Health		
BASEBALL										
	QTY	ITEM								
1	40 dz.	Baseballs	4400		3788 L	N/B				N/B
2	1	Aluminum Bat	325				298.97 L			N/B
3	48	Baseball Hats	1008 L					1344		N/B
4	48	Baseball Hats	1008 L					1344		N/B
5	48	Knit Hats	768 L							N/B
6	2	Catchers Equipment	620 L							N/B
7	2	Catchers Masks	250 L							N/B
8	1	Bat Bag	135 L							N/B
9	48	Belts	396 L							N/B
10	1	Equipment Bag	115 L							N/B
11	32	Travel Bags	1664 L							N/B
12	8	Coaches Golf Shirts	288		279.75 L			296		N/B
13	48	Fleeces	2256 L					2256		N/B
14	24	Alleson Pants	1872 L					816*		N/B
15	32	Alleson Pants	2496 L					1088*		N/B
16	36	Alleson Jersey	2808 L							N/B
17	8	Coaches Jackets	440 L							N/B
18	8	Coaches Sweats	640					280 L		N/B
19	48	Batting practice tops	2640 L							N/B
20	36	Tag custom pinstripe pants	3060 L							N/B
21	36	Baseball pants	2520 L							N/B
22	36	Baseball Pants	2520 L							N/B
23	48	Gym Shorts	1440 L					1632		N/B
24	48	Gym Shorts	1440 L					1632		N/B
25	168	Dri Fit Short and Long Sleeve	3300 L					4368		N/B
26	20 Pr	Batting Gloves	600					517.4 L		N/B
27	32	Book Bags	2080 L							N/B
28	48 pr	Solid Sock	264 L							N/B
29	18	Batting Helmets	866		612 L			825.66		N/B
30	1	Wooden Nail Drag	N/B							N/B
31	1	Screen	270					182.97 L		N/B
32	1	Set Stickers	110 L							N/B
33	1 pallet	Chalk	N/B		9614.35			1177.24 L		N/B
34	1 pallet/40 bags	Mound Clay	N/B							N/B
SOFTBALL										
	QTY	ITEM								
35	10 Doz	Softballs	1100		680 L			1065.2		N/B
36	24	Uniform Shirt	720 L					792		N/B
37	24	Uniform Pant	888					792 L		N/B
38	18	Shorts	486					144 L		N/B
39	24	Fleece Shirt	1056 L					1392		N/B
40	24	Long Sleeve Tee	312 L					480		N/B
41	48	Short Sleeve Tee	516		353.76 L			720		N/B
42	18	Visors	288 L					360		N/B
43	3	Balls	N/B							N/B
44	2	Bat	770 L					807.94		N/B
45	2	Bat	800 L					801.54		N/B
46	1	Tanner Tees	85 L					88.87		N/B
47	18	Ear Warmers	256.5		232.02 L			234		N/B
48	20	Winter Hat	289.8					260 L		N/B
49	40	Warm Up Pant/ Jacket	3040 L					3600		N/B
50	14	Jackets	882					966		N/B
51	24	Hooded Sweatshirts	600		439.04 L			624		N/B
52	72	Socks	342					267.84 L		N/B
53	1	Scoresheet	N/B							N/B
54	4	Quarter Zip	240					200 L		N/B
55	1	Training Bat	N/B							N/B
56	4	Bucket for Balls	100 L					131.52		N/B
57	2	Carry Bags	60 L					67.94		N/B
58	2	Home Plate	60					17.54 L		N/B
59	24	Mock Gear	936 L					1032		N/B
60	48	Belts	271.2					143.04 L		N/B
VOLLEYBALL										
	QTY	ITEM								
61	1	Ball Cart	150					126.97		122.38 L
62	3	Step & Grid Pads	N/B							N/B
63	3	Coaches Jackets	315 L							N/B
64	1 pair	Antenna	110					24.77 L		N/B
65	10	Practice Balls	N/B					360.3 L		N/B
66	4	Game Balls	N/B					207.88 L		N/B
67	20	Knee Pads	360 L							N/B
68	25	Spandex	625 L							N/B
69	25	Spandex	625 L							N/B
70	6 packs/ 6 per pack	Socks	294 L							N/B
71	6 packs/ 6 per pack	Socks	294 L							N/B
72	30	Practice Shirts	345 L					540		N/B
73	25 Packs/ 2per pack	Practice Shirts	450 L					1400		N/B
74	40	Game Day Warm Up	800					720 L		N/B
75	30	Travel Shorts	840 L							N/B
76	30	Travel Pants	1170 L							N/B
77	30	Travel Hoody	1260 L							N/B
WOMEN'S SOCCER										
	QTY	ITEM								
78	26	Knit Hats (Beanie)	382.2		194.74 L			338		N/B
79	26	Russell Sweatshirts Hooded	624		458.12 L			650		N/B
80	26	Russell T Shirts	227.5		146.9 L			390		N/B

81	26	Russell T Shirts		227.5		146.9 L		390	N/B		
82	8	Capelli Polo	N/B			N/B			N/B		
83	4	Capelli Warm-Up Tops	N/B			N/B			N/B		
84	4	Capelli Warm-Up Pants	N/B			N/B			N/B		
85	30	Capelli Practice Pinnie	N/B			N/B			N/B		
86	26	Capelli Uniform Kits	N/B			N/B			N/B		
87	2	Capelli Warm- Up Kits	N/B			N/B			N/B		
88	2	Capelli Back Packs	N/B			N/B			N/B		
89	52 pr	Capelli Soccer Socks	N/B			N/B			N/B		
90	26	Compression Mock		1066		N/B			884 L	N/B	
91	2	Soccer Nets Match		1200		N/B			555.94 L	N/B	
MEN'S SOCCER											
QTY	ITEM										
92	26	Knit Hats (Beanie)		382.2		142.74 L		338	N/B		
93	26	Russell Sweatshirts Hooded		624		458.12 L		650	N/B		
94	26	Russell T Shirts		227.5		146.9 L		390	N/B		
95	26	Russell T Shirts		227.5		146.9 L		390	N/B		
96	8	Capelli Polo	N/B			N/B			N/B		
97	4	Capelli Warm-Up Tops	N/B			N/B			N/B		
98	4	Capelli Warm-Up Pants	N/B			N/B			N/B		
100	30	Capelli Practice Pinnie	N/B			N/B			N/B		
101	26	Capelli Uniform Kits	N/B			N/B			N/B		
102	2	Capelli Warm- Up Kits	N/B			N/B			N/B		
103	2	Capelli Back Packs	N/B			N/B			N/B		
104	52 pr	Capelli Soccer Socks	N/B			N/B			N/B		
105	26	Compression Mock		1066		N/B			884 L	N/B	
106	3	Coerver Goal Nets		1800		N/B			485.31 L	N/B	
WOMEN'S BASKETBALL											
QTY	ITEM										
107	3	Coaching shirts		150		N/B			126 L	N/B	
108	3	Coaching shirts		195		N/B			138 L	N/B	
109	3	Coaching shirts		150		N/B				N/B	
110	3	Coaching shirts		270		N/B				N/B	
111	6	Coaching Shorts	N/B			N/B			150 L	N/B	
112	6	Coaching Shorts		270		N/B			135 L	N/B	
113	40	Team Top/Pants		1200 L		N/B			1680	N/B	
	40	Team Top/Pants	N/B			N/B			1600 L	N/B	
114	40	Team Travel Suit		1200 L		N/B			2800	N/B	
	40	Team Travel Suit	N/B			N/B			2480 L	N/B	
115	1	Ball Cart		400		N/B			619.97		200.29 L
116	60	Compression Shirts		1080		N/B			960 L	N/B	
117	60	T Shirts		690		402 L			840	N/B	
118	2	Scorebooks		29		N/B			9.96 L		20.98
119	25	Basketballs		2124.75		N/B			1884.25		1825 L
120	20	Back Packs	N/B			N/B			1240 L	N/B	
121	40	Uniform	N/B			N/B			3800 L	N/B	
	40	Practice	N/B			954 L			3040	N/B	
122	40	Uniform Top/Bottoms									
123	40	Uniform	N/B			N/B			2760 L	N/B	
124	1	Courtside Mat	N/B			N/B			125.97 L	N/B	
125	20	Locks	N/B			N/B			303.8		179 L
126	20	Team Shoes	N/B			N/B			1640 L	N/B	
127	20	Beanie	N/B			N/B			500 L	N/B	
128	20	Jump Ropes	N/B			N/B			23.4 L	N/B	
129	3	Weighted Balls	N/B			N/B			98.92 L	N/B	
MEN'S BASKETBALL											
QTY	ITEM										
130	6	Basketball		509.94		432 L		452.22		438	
131	2	Scorebooks		19		N/B			9.96 L		20.98
132	25	Winter Hats		367.5		187.25 L		400	N/B		
133	20	Shooting Shirts		740 L		N/B			960	N/B	
134	20	Extra Large Back Packs		840 L		N/B			920	N/B	
135	4	Dry Erase Boards		192		N/B			45.88 L		49.72
136	40	Ankle Braces		1360		N/B			1043.2		423.2 L
137	35	T Shirts		411.25 L		N/B			770	N/B	
138	35	Long Sleeve T Shirts		551.25 L		N/B			875	N/B	
139	5	Winter Jackets		400		N/B			350 L	N/B	
140	9	Short Sleeve Coaching Shirts		315 L		N/B			342	N/B	
141	9	Coaching Shirts		360 L		N/B			396	N/B	
142	6	Coaching Shorts		174		N/B			86 L	N/B	
143	26	Fleece Sweat Suits		1352 L		N/B			2184	N/B	
144	26	Warm-up jacket/pants		2145 L		N/B			3432	N/B	
145	20	Jerseys		780 L		N/B			900	N/B	
146	20	Shorts		540		N/B			520 L	N/B	
147	20	Jerseys		780 L		N/B			900	N/B	
148	20	Shorts		540		N/B			520 L	N/B	
149	40	Reversible Jerseys		1551.6 L		N/B			2200	N/B	
150	40	Practice Shorts		1151.6 L		N/B			2000	N/B	
151	35	Basketball Shoes		2800 L		N/B			2870	N/B	
152	1	Ball Cage	N/B			N/B			168.97 L		516.85
153	12	Nets		155.4 L		N/B				N/B	
GENERAL SPORTS											
QTY	ITEM										
154	10 dt	Towels	N/B			N/B				N/B	
155	6 dt	Towels	N/B			N/B			217.62 L		396
156	195	Water Bottles	N/B			N/B			706.7 L		2543.75
157	1000	Disposable Cups	N/B			N/B			120 L	N/B	
158	2	Round Map	N/B			N/B				N/B	
159	2	Cooler	N/B			N/B			105.74		99.52 L
Total Dollar Amount				66,288.10		11,059.62		26,935.58	2,849.39		107,132.69



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VI.F

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the Early Childhood Education Level III Certificate, for implementation in the fall, 2024 semester.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 2.6; Ensure instructional programs, academic support, and student support initiatives are designed to serve a diverse student population.

MOTION

Move that the Board of Trustees approve the Early Childhood Education Level III Certificate, for implementation in the fall, 2024 semester.

Approvals:

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

Anna M. Helzig

Originator

5/30/24
Date

Tasha L. Williams

Appropriate Vice President

5/30/24
Date

Spencer Stokes

President

5/30/24
Date

Illinois Community College Board

Application for Permanent Approval Career & Technical Education Curriculum

COLLEGE NAME:	South Suburban College	5-DIGIT COLLEGE NUMBER:	510.01
CONTACT PERSON:	Anna M. Helwig	PHONE:	708-210-5706
EMAIL:	ahelwig@ssc.edu	FAX:	

CURRICULUM INFORMATION

AAS TITLE:		CREDIT HOURS:		CIP CODE:	
AAS TITLE:		CREDIT HOURS:		CIP CODE:	
CERTIFICATE TITLE:	Early Child Ed Level III Cert (CHD.CERT.ECEIII)	CREDIT HOURS:	30	CIP CODE:	19.0709
CERTIFICATE TITLE:		CREDIT HOURS:		CIP CODE:	

PROPOSED CLASSIFICATION:	District	Regional	Statewide
PROPOSED IMPLEMENTATION DATE:	August 1, 2024		

SUBMISSION INCLUDES:	
	Part A: Feasibility, Curriculum Quality and Cost Analysis
	Part B: Supportive Documentation and Data

<i>This curriculum was approved by the college Board of Trustees on:</i>	<i>Date:</i>
State approval is hereby requested:	
<i>Required- Chief Administrative Officer</i>	<i>Date</i>
Signature	

ICCB USE ONLY:			
ICCB APPROVAL DATE:	AAS:	<29 ch Cert:	30+ ch Cert:
IBHE APPROVAL DATE for AAS:			

Please note: ICCB Use only Box must remain on front page of Application Form.

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

BOLD new courses.

Program Title:		Early Child Ed Level III Cert (CHD.CERT.ECEIII)			
	Course Prefix/#	Course Title	Credit Hours	Lecture Hours	Lab Hours
General Education Courses (<i>required</i> coursework). Specify Courses.	ENG 101*	Composition and Rhetoric	3		
	PSY 101	Introduction to Psychology	3		
Total			6		
Career and Technical Education (CTE) Courses (<i>required</i> coursework)	CHD 104	Child Growth and Development	3		
	CHD 105	Intro to Early Childhood Education	3		
	CHD 108	Health, Safety, and Nutrition	3		
	CHD 207	Infant and Toddler Care	3		
	CHD 208	Early Childhood Curriculum	3		
	CHD 210*	Observation and Assessment	3		
	CHD 100	Child, Family, and Community	3		
	CHD 209	Guidance of the Young Child	3		
Total			24		
Work-Based Learning Courses (internship, practicum, apprenticeship, etc.) Total					
CTE Electives Total					
TOTAL CREDIT HOURS REQUIRED FOR COMPLETION			30		

NOTE: Provide a separate Curriculum Chart for EACH program if submitting multiple programs in one application.



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.A.1

Board Meeting Date: June 13, 2024

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 resignation of Madai Juarez as an Administrative Assistant II in the Student Development Department, effective July 14, 2024, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

Replacement of this position aligns with Strategic Direction 1.1; Increase student retention, progression, persistence and completion.

MOTION

Move that the Board of Trustees approve the resignation of Madai Juarez as an Administrative Assistant II in the Student Development Department, effective July 14, 2024, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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

Signature of Originator

5/30/24
Date

Signature of Appropriate Vice President

5/30/24
Date

Signature of Director of Human Resources

6/3/24
Date

Signature of President

5/30/24
Date

Friday 05/24/2024

South Suburban College

15800 S. State St.

South Holland, IL 60473

Dear Dean Jones,

I am writing to inform you of my resignation from my position as Administrative Assistant in Student Development, effective on 07/14/2024.

After much consideration, I have decided to pursue other opportunities that align more closely with my career goals and personal aspirations.

I apologize for any inconvenience my sudden departure may cause and appreciate your understanding in this matter.

It has been a privilege to work alongside such dedicated colleagues in the Student Development department. I wish the department and South Suburban College continued success in all future endeavors.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Madai Juarez', with a horizontal line extending to the right.

Madai Juarez



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.1

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Bradley Smith as a full-time Trades III Enginner in the Plant Operations Department, effective June 17, 2024, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

This is a regular full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade XI on the support staff salary schedule with a beginning annual salary of \$47,775 plus benefits.

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

Move that the Board of Trustees approve the appointment of Bradley Smith as a full-time Trades III Enginner in the Plant Operations Department, effective June 17, 2024, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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

[Signature]

Originator

5/30/24
Date

[Signature]

Appropriate Vice President

5/30/24
Date

[Signature]

Director of Human Resources

5/30/24
Date

[Signature]

President

5/30/24
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Trades III Engineer Date: 5/30/24

Applications Received: 1 applicant received.

Applicants Offered Interviews: 1 applicant interviewed.

Please list alphabetically the applicants who were interviewed for the position:

*Smith, Bradley

*Denotes Internal Applicants

Recommend for employment: Bradley Smith

Beginning Date: June 17, 2024 Salary/Placement: \$47,775

Originator Justin Papp Digitally signed by Justin Papp
Date: 2024.05.30 13:14:50 -05'00' Date 5/30/24

Dean/Vice President Patrick Rush Digitally signed by Patrick Rush
Date: 2024.05.30 13:50:45 -05'00' Date 5/30/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.05.30 14:08:37 -05'00' Date 5/30/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.05.30 12:13:32 -05'00' Date 5/30/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.2

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Mark Golden as a full-time Trades I Custodian in the Plant Operations Department, effective June 17, 2024, and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

This is a regular full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade VI on the support staff salary schedule with a beginning annual salary of \$36,782 plus benefits.

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

Move that the Board of Trustees approve the appointment of Mark Golden as a full-time Trades I Custodian in the Plant Operations Department, effective June 17, 2024, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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

Originator

6/4/24
Date

Appropriate Vice President

6/4/24
Date

Director of Human Resources

6/4/24
Date

President

6/4/24
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Trades I Custodian Date: 6/4/24

Applications Received: 3 applications received, 1 applicants were qualified for the position.

Applicants Offered Interviews: 3

Please list alphabetically the applicants who were interviewed for the position:

- *Golden, Mark
- Jackson, Alexis
- Shegog, Lillian

*Denotes Internal Applicants

Recommend for employment: Mark Golden

Beginning Date: June 17, 2024 Salary/Placement: \$36,782 plus benefits

Originator Justin Papp Digitally signed by Justin Papp
Date: 2024.06.04 11:16:37 -05'00' Date 6/4/24

Dean/Vice President Patrick Rush Digitally signed by Patrick Rush
Date: 2024.06.04 10:52:32 -05'00' Date 6/4/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.06.04 11:47:25 -05'00' Date 6/4/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.06.04 10:17:03 -05'00' Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.3

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Daphne Brown as a full-time Financial Aid Technician in the Financial Aid Department, effective June 17, 2024, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade VII on the support staff salary schedule with a beginning annual salary of \$39,749 plus benefits.

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

Move that the Board of Trustees approve the appointment of Daphne Brown as a full-time Financial Aid Technician in the Financial Aid Department, effective June 17, 2024, pending successful completion of a criminal background investigation.

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

Approvals:

Lilli Willingham
Devon Powell
Charlotte Stupler
President
6/4/24
6/4/24
6/4/24
6/4/24



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Financial Aid Technician Date: 6/4/24

Applications Received: 7 applications received; 4 candidates were qualified for the position.

Applicants Offered Interviews: 4

Please list alphabetically the applicants who were interviewed for the position:

- Brown, Daphne
- Cooper, Demetrius
- *Corder, Ashley
- *Jackson, Alexis

*Denotes Internal Applicants

Recommend for employment: Daphne Brown

Beginning Date: June 17, 2024 Salary/Placement: \$39,749 plus benefits

Originator Lilli Willingham Digitally signed by Lilli Willingham
Date: 2024.06.04 10:47:31 -05'00' Date 6/4/24

Dean/Vice President Devon Powell Digitally signed by Devon Powell
Date: 2024.06.04 11:21:49 -05'00' Date 6/4/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.06.04 12:07:14 -05'00' Date 6/4/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.06.04 10:41:36 -05'00' Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.4

Board Meeting Date: June 13, 2024

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 appointment of Lucia Perez as a full-time Financial Aid Advisor in the Financial Aid Department, effective June 17, 2024, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade IX on the support staff salary schedule with a beginning annual salary of \$43,025 plus benefits.

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


Move that the Board of Trustees approve the appointment of Lucia Perez as a full-time Financial Aid Advisor in the Financial Aid Department, effective June 17, 2024, pending successful completion of a criminal background investigation.

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


 Appropriate Vice President 6/4/24
Date


 Director of Human Resources 6/4/24
Date


 President 6/4/24
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Financial Aid Advisor Date: 6/4/24

Applications Received: 9 applications received, 2 candidates were qualified for the position.

Applicants Offered Interviews: 2

Please list alphabetically the applicants who were interviewed for the position:

- Brown, Daphne
- Lucia, Perez

*Denotes Internal Applicants

Recommend for employment: Lucia Perez

Beginning Date: June 17, 2024 Salary/Placement: \$43,025 plus benefits

Originator Lilli Willingham Digitally signed by Lilli Willingham
 Date: 2024.06.04 11:30:55 -05'00' Date 6/4/24

Dean/Vice President Devon Powell Digitally signed by Devon Powell
 Date: 2024.06.04 15:13:56 -05'00' Date 6/4/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
 Date: 2024.06.04 15:40:42 -05'00' Date 6/4/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
 Date: 2024.06.04 11:14:22 -05'00' Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.5

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- ___ Policy
___ Finance
___ Architectural
___ Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Judy McDowell as a full-time Benefits Specialist in the Human Resources Department, effective July 1, 2024.

ESTIMATED COST OR BENEFIT

This is a full-time Technical Professional Exempt (TPE) position; 40 hours per week, 52 weeks per year with a beginning annual salary of \$58,000 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 2.9; Recruit and retain a diverse workforce.

MOTION

Move that the Board of Trustees approve the appointment of Judy McDowell as a full-time Benefits Specialist in the Human Resources Department, effective July 1, 2024.

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

Patricia Ruel
Appropriate Vice President
6/4/24
Date

Charlitta Clayton
Director of Human Resources
6/4/24
Date

Spencer Stokes
President
6/4/24
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Benefits Specialist Date: 5/24/24

Applications Received: 5 applications were received, 4 candidates were qualified for the position.

Applicants Offered Interviews: 4

Please list alphabetically the applicants who were interviewed for the position:

- Cortez Chase
- Lawrencia Booth
- Judy McDowell*
- Mercedes Myers

*Denotes Internal Applicants

Recommend for employment: Judy McDowell

Beginning Date: July 1, 2024 Salary/Placement: \$58,000 plus benefits

Originator Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.05.23 11:54:56 -05'00' Date 5/24/24

Dean/Vice President Patrick Rush Digitally signed by Patrick Rush
Date: 2024.05.24 11:57:04 -05'00' Date 5/24/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.06.04 13:25:21 -05'00' Date 6/4/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.06.04 11:31:32 -05'00' Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.6

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- | | |
|--|---|
| <input checked="" 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

Move that the Board of Trustees approve the appointment of Daijah Jackson as a full-time Administrative Assistant II in the Liberal Arts & Sciences Department, effective July 1, 2024, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a regular, full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade IX on the support staff salary schedule with a beginning annual salary of \$44,281 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Move that the Board of Trustees approve the appointment of Daijah Jackson as a full-time Administrative Assistant II in the Liberal Arts & Sciences Department, effective July 1, 2024, pending successful completion of a criminal background investigation.

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

Anna M. Helwig 6/4/24
 Originator Date

Tasha Williams 6/4/24
 Appropriate Vice President Date

Charlotta Lupton 6/4/24
 Director of Human Resources Date

Spencer D. Stokley 6/4/24
 President Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: LAS Administrative Assistant II Date: 5/22/24

Applications Received: 12 applications received only 4 qualified applicants

Applicants Offered Interviews: 4

Please list alphabetically the applicants who were interviewed for the position:

Marcus Ellis* (withdrew from consideration)

Cynthia Jasso

Daijah Jackson

Christina Love (no response)

*Denotes Internal Applicants

Recommend for employment: Daijah Jackson

Beginning Date: July 1, 2024 Salary/Placement: \$44,281 plus Benefits

Originator Anna Helwig Date 5/22/24

Dean/Vice President Tasha S. Williams Date 6-4-24

Human Resources Charlotte Guyton Date 6/4/24

President Stephanie Stokes Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.7

Board Meeting Date: June 13, 2024

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 appointment of Nancy Mastny-Skimerhorn as a full-time Administrative Assistant II for Extension Services and Workforce Development, effective June 17, 2024, pending successful completion of a criminal background investigation and grant permission to advertise to fill the vacated position, as needed.

ESTIMATED COST OR BENEFIT

This is a regular, full-time support staff position; 35 hours per week, 52 weeks per year, classified Grade IX on the support staff salary schedule with a beginning annual salary of \$43,186 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Move that the Board of Trustees approve the appointment of Nancy Mastny-Skimerhorn as a full-time Administrative Assistant II for Extension Services and Workforce Development, effective June 17, 2024, pending successful completion of a criminal background investigation, and grant permission to advertise to fill the vacated position, as needed.

Approvals:

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

Originator, Appropriate Vice President, Director of Human Resources, President, 6/4/24



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Administrative Assistant II, Extension Services and Workforce Development Date: 5/6/2024

Applications Received: 14 applications were received, 1 applicant was qualified for the position.

Applicants Offered Interviews: 1

Please list alphabetically the applicants who were interviewed for the position:

Nancy Mastny-Skimerhorn* Lateral Department Transfer

*Denotes Internal Applicants

Recommend for employment: Nancy Mastny-Skimerhorn

Beginning Date: June 17, 2024 Salary/Placement: \$43,186 plus benefits

Originator Matthew Beasland Digitally signed by Matthew Beasland
Date: 2024.05.06 15:23:04 -05'00' Date 5/6/2024

Dean/Vice President Tasha S. Williams Digitally signed by Tasha S. Williams
Date: 2024.06.04 11:49:50 -05'00' Date 6/4/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.06.04 15:01:12 -05'00' Date 6/4/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.06.04 12:04:44 -05'00' Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.8

Board Meeting Date: June 13, 2024

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 appointment of Michael Smarjesse as a full-time Program Director for the Echocardiography Program, effective July 1, 2024, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time Administrator position, 40 hours per week, 52 weeks per year with a beginning annual salary of \$75,000 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

MOTION

Move that the Board of Trustees approve the appointment of Michael Smarjesse as a full-time Program Director for the Echocardiography Program, effective July 1, 2024, pending successful completion of a criminal background investigation.

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

Signatures and dates for Originator, Appropriate Vice President, Director of Human Resources, and President.



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Program Director, Echocardiography Date: 6/4/2024

Applications Received: 1

Applicants Offered Interviews: 1

Please list alphabetically the applicants who were interviewed for the position:

Michael Smarjesse

*Denotes Internal Applicants

Recommend for employment: Michael Smarjesse

Beginning Date: July 1, 2024 Salary/Placement: \$75,000

Originator *M. Hopkins* Date 6/4/2024

Dean/Vice President *Tasha S. Williams* Date 6-4-24

Human Resources *Charlotte Guyton* Date 6/4/24

President *Spette Stokes* Date 6/4/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.B.9

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Yolanda Freemon as a full-time Financial Aid Director in the Financial Aid Department, effective July 8, 2024, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This is a full-time Administrator position; 40 hours per week, 52 weeks per year, with a beginning annual salary of \$80,000 plus benefits.

JUSTIFICATION OF ACTION

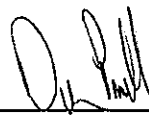
This action aligns with Strategic Direction 1.0; South Suburban College nurtures and empowers each student to succeed.

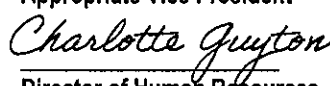
MOTION


Move that the Board of Trustees approve the appointment of Yolanda Freemon as a full-time Financial Aid Director in the Financial Aid Department, effective July 8, 2024, pending successful completion of a criminal background investigation.

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


 Appropriate Vice President 6/5/24
Date


 Director of Human Resources 6/5/24
Date


 President 6/5/24
Date



SOUTH SUBURBAN COLLEGE

PERSONNEL RECOMMENDATION

Position: Director of Financial Aid Date: 6/5/24

Applications Received: 5 applications were received, 2 candidates

Applicants Offered Interviews: 2

Please list alphabetically the applicants who were interviewed for the position:

- Colyer, Dominique
- Freemon, Yolanda

*Denotes Internal Applicants

Recommend for employment: Yolanda Freemon

Beginning Date: July 8, 2024 Salary/Placement: \$80,000 plus benefits

Originator Devon Powell Digitally signed by Devon Powell
Date: 2024.06.05 13:46:11 -05'00' Date 6/5/24

Dean/Vice President Devon Powell Digitally signed by Devon Powell
Date: 2024.06.06 12:00:44 -05'00' Date 6/5/24

Human Resources Charlotte Guyton Digitally signed by Charlotte Guyton
Date: 2024.06.06 12:19:11 -05'00' Date 6/5/24

President Lynette D. Stokes Digitally signed by Lynette D. Stokes
Date: 2024.06.05 13:37:18 -05'00' Date 6/5/24



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.C

Board Meeting Date: June 13, 2024

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 fiscal year 2025 compensation package for Administrators.

ESTIMATED COST OR BENEFIT

Administrators will receive a 3.5% base salary increase and a \$400 increase in flex dollars, with a total cost to the College of \$86,166.

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

Move that the Board of Trustees approve the fiscal year 2025 compensation package for Administrators.

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

President

6/4/24
Date

South Suburban College
Fiscal Year 2025 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$76,166.00	\$10,000.00	\$86,166.00
Technical Professional Exempt (TPE) Staff	\$74,111.00	\$14,000.00	\$88,111.00
*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

The total cost to the institution for the proposed 3.5% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$174,277.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$150,277.00	\$24,000.00	\$174,277.00
*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

Administrative Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Matthew Beasland	Executive Director of Extension Services & Workforce Development	\$105,993
Linda Brown Aldridge	Dean of Nursing	\$114,243
* J.D. Chavez	Executive Director of Accreditation	\$93,150
* Charlotte Guyton	Director of Human Resources	\$103,500
Anna Helwig	Dean of Liberal Arts & Sciences	\$117,030
Tyhani Hill	Treasurer/Controller	\$101,275
Megan Hughes	Dean of Allied Health	\$111,936
Anissa Jones	Dean of Student Development	\$100,825
Tiffane Jones	Executive Director of Enrollment Management	\$ 91,598
James Martin	Executive Director of Information Technology	\$138,587
Lisa Miller	Director of Teaching, Learning and Distance Education	\$103,897
* Kellie Martin	Executive Director of Public Relations & Resource Development	\$ 93,150
Justin Papp	Director of Physical Plant	\$ 88,186
Devon Powell	Vice President of Student & Enrollment Services	\$124,200
Kevin Riordan	Director of Institutional Research	\$ 91,121
Patrick Rush	Vice President of Administration	\$134,403
Steve Ruzich	Athletic Director	\$ 96,296
Lisa Santoro	Director of Information Technology	\$104,473
Tenial Whitted	Director of Registration & Records	\$ 81,183
Ramonde Williams	Chief of Police	\$ 97,107
Tasha Williams	Vice President of Academic Services	\$160,032

*Probationary 6 months

May 2024



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.D

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the fiscal year 2025 compensation package for Technical Professional Exempt (TPE) employees.

ESTIMATED COST OR BENEFIT

Technical Professional Exempt (TPE) staff will receive a 3.5% base salary increase and a \$400 increase in flex dollars, with a total cost to the College of \$88,111.

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

Move that the Board of Trustees approve the fiscal year 2025 compensation package for Technical Professional Exempt (TPE) employees.

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

President

6/4/24
Date

South Suburban College
Fiscal Year 2025 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$76,166.00	\$10,000.00	\$86,166.00
Technical Professional Exempt (TPE) Staff	\$74,111.00	\$14,000.00	\$88,111.00
*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

The total cost to the institution for the proposed 3.5% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$174,277.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$150,277.00	\$24,000.00	\$174,277.00
*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

Technical-Professional-Exempt Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Jamie Ackley	Manager of Instructional Design	\$ 71,026
Peggy Bette	Manager of Business & Accounting	\$107,768
Donna Bradford	C3 Database and Program Compliance Coordinator	\$ 43,708
Odell Braziel	Manager of Information Technology	\$ 74,624
*Michelle Brown	Academic and Career Advisor	\$ 67,275
Desmond Campbell	Manager of the SouthWorks Maker Lab	\$ 66,261
Davina Davis	Manager of Service of Students with Disabilities Office	\$ 60,099
Gervaise Edwards	Manager of Continuing, Corporate and Community Education	\$ 59,461
Leslie Glenn	Manager of Salon	\$ 63,963
Corrie Gray	Executive Assistant to the Vice-President of Student & Enrollment Services	\$ 55,890
*LeToy Hannah-White	Human Resource Generalist	\$ 64,170
Kevin Hickey	Manager of Maintenance & Engineering	\$ 77,864
Alisia Hill	Manager/Instructor Basic Nurse Assistant Program	\$ 50,012
*Samuel Hinkle	Academic and Career Advisor	\$ 70,380
*Latrice Jones	Manager of Registration & Records	\$ 45,618
Joseph Marjan	Manager of Physical Plant Night Operations	\$ 63,963
Donna Martin	Manager of Network Specialists	\$ 95,498
Linda Mattox	Manager of Human Resources	\$ 79,970
*Sarah McAley	Academic and Career Advisor	\$ 74,520
Qeayna McDonald	Executive Assistant to the Vice President of Academic Services & Associate Vice President of Accreditation & Institutional Effectiveness	\$ 61,692
Christin Miller	Executive Assistant to President	\$ 73,567
Dianalyn Newman	Manager of Nursing Remediation Education	\$ 67,748
Ramona Orellana	Executive Assistant to Vice-President of Administration	\$ 59,006
George Pettit	Manager of Communication Services	\$ 88,977
*Corrie Phillips	Manager of Public Relations and Resource Development	\$ 55,890
John Pigatti	Manager of Athletic Recruitment, Retention & Transfer	\$ 61,141
Williams Radtke	Manager of Academic Assistance Center	\$ 46,774
Robert Reynolds	Manager of Microcomputers and Help Desk	\$ 76,912
Raymond Vogel	Manager of Plant Operations	\$ 63,963
Danielle Whitted	Manager of Student Programming	\$ 47,826
*Shaunta Williams	Academic and Career Advisor	\$ 67,275
*Lilli Willingham	Manager of Financial Aid	\$ 56,925
Jason Wroda	Manager of Internal Controls & Compliance	\$ 72,592



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.E

Board Meeting Date: June 13, 2024

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 approve the fiscal year 2025 compensation package for grant-funded employees.

ESTIMATED COST OR BENEFIT

Grant-funded staff will receive a 3.5% base salary increase and a \$400 increase in flex dollars, with a total cost to grant funds of \$63,696.

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

Move that the Board of Trustees approve the fiscal year 2025 compensation package for grant-funded employees.

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

President

6/4/24
Date

South Suburban College
Fiscal Year 2025 – Employee Compensation Package
Executive Summary

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff	\$76,166.00	\$10,000.00	\$86,166.00
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*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

The total cost to the institution for the proposed 3.5% increase in base salary and \$400 increase in flex dollar benefits for all classifications of employees is **\$174,277.00**. Due to the source of funding, the amount of the proposed increase for grant-funded employees should not be considered in the overall expense to the institution as it bears no impact on the college operating budget.

Employee Classification	Base Salary	Flex Dollars	Total Cost
Administrative Staff/Technical Professional Exempt (TPE) Staff	\$150,277.00	\$24,000.00	\$174,277.00
*Grant-Funded Staff	\$51,696.00	\$12,000.00	\$63,696.00

Grant Staff

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Hours</u>
Lakesha Baker	Early College Programs Coordinator	\$ 45,841	40
Anita Barnett-Clemons	Project Manager of WEI	\$ 72,447	40
Destinee Carter	Student Success Advisor/MHEAC	\$ 48,645	40
*** Adilene Castillo	Manager of Adult Education	\$ 62,100	40
** Kenneth Cohn	Director of Workforce Development	\$ 69,294	40
* Shawnell Conyers	ABE/ASE/ESL Assessment Secretary	\$ 35,533	40
*** Luke Fikejs	Sustainability Manager	\$ 67,275	40
Rebecca Garcia	Highway Construction Careers Training Program Manager	\$ 61,693	40
Alexandra Glumac	Project Director of Multicultural Wellness Center	\$ 69,345	40
Tangela Griffin	Student Success Advisor (PATH)	\$ 48,645	40
Maria Diana Gutierrez	Manager of ESL	\$ 66,892	40
Deborah Haynes-Shegog	Highway Construction Careers Training Program Assistant	\$ 38,246	40
Marrion Jackson	WEI Grant Assistant	\$ 43,709	40
Joseph Jeter	Business Service Representative	\$ 41,400	40
* Camille Johnson	Lead ABE/ASE Instructor	\$ 36,478	30
Anthony Kyte	Adult Career Coach	\$ 41,400	40
* Mary McCaskey-Thompson	Adult Education Secretary	\$ 38,609	40
Ashley McCray	Project Coordinator, PATH/WEI	\$ 58,633	40
Gladys Middleton	Business Service Representative	\$ 42,642	40
Jillane Newsom	Student Success Advisory (WEI)	\$ 48,645	40
Maria Pittman	Youth Career Coach	\$ 41,400	40
* Venese Regan	ELA Paraprofessional	\$ 17,317	25
Frank Roberts	Dislocated Career Coach	\$ 42,642	40
David Stephens	Literacy Grant Manager	\$ 52,232	40
** Raylynn Stokes	Director of Adult Education	\$ 80,730	40
Joanna Tassin	Sustainability Program Specialist	\$ 62,100	40
Dawn Foster-Taylor	Transitions Advisor Adult Education	\$ 49,473	40
Bridgett Walters	Workforce Partnership Coordinator	\$ 58,633	40
Brianna Wells	Manager of Workforce Development	\$ 58,461	40

*10-month salary

**Grant-Funded Administrator

***Upon Completion of Probationary Period

May 2024



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY24-VII.F

Board Meeting Date: June 13, 2024

BOARD COMMITTEE

- ___ Policy
- ___ Finance
- ___ Architectural
- ___ Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees approve the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Faculty Association regarding Department Chairs.

ESTIMATED COST OR BENEFIT

N/A

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 2.6; Ensure instructional programs, academic support, and student support initiatives are designed to serve a diverse student population.

MOTION

Move that the Board of Trustees approve the Memorandum of Understanding between Community College District No. 510 and the South Suburban College Faculty Association regarding Department Chairs.

Approvals:

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

Jasha L. Williams 6/5/24
Appropriate Vice President Date

[Signature] 6/5/24
President Date

MEMORANDUM OF UNDERSTANDING
SETTLEMENT AGREEMENT

This Memorandum of Understanding/Settlement Agreement (“Agreement”) is made and entered into by and between the Board of Trustees of South Suburban College, Cook County, Illinois (“Board”) and the South Suburban College Faculty Association (“Association”),

WHEREAS, the Board and the Association are parties to a Collective Bargaining Agreement (2020-2024) (“CBA”); and

WHEREAS, on or about March 26, 2024, the Association filed a grievance concerning department chairs and CHEs (“Grievance”), a copy of which is attached hereto as Exhibit A and incorporated herein by reference; and

WHEREAS, the Grievance alleges various violations of the CBA; and

WHEREAS, the Board denies that it violated the CBA as alleged in the Grievance; and has formally denied the Grievance through the grievance process of the CBA; and

WHEREAS, the Board further denies that it violated the CBA in any manner; and

WHEREAS, in order to avoid the burden, costs and risks of further adversarial proceedings, the Board and the Association have decided to compromise the matters at issue and desire to resolve the Grievances in accordance with the following terms and conditions.

NOW, THEREFORE, the Board and the Association, intending to be legally bound, hereby agree as follows:

1. That the forgoing recitals are incorporated herein by reference.
2. Section 6.12 B of the CBA shall be modified as set-forth in the Tentative Agreement attached hereto as Exhibit B and incorporated herein by reference.
3. The Association shall withdraw/dismiss the Grievance in its entirety, with prejudice with each party bearing their own attorneys’ fees and costs. This Agreement, upon its full execution, shall serve as the formal withdrawal of the Grievance, with prejudice.
4. The Association waives the right to bring any future grievance or other actions (including but not limited to unfair labor practice charges) regarding the subject matter of the Grievance, except as may be necessary to enforce the terms of this Agreement.
5. By entering into this Agreement, neither the Board, nor its members, agents or employees, admit or acknowledges that it violated the CBA in any manner whatsoever. The Board hereby expressly denies any and all wrongdoing and/or liability.

6. The CBA shall be modified to incorporate the contents of this Agreement. The terms and provisions of this Agreement shall not be deemed a violation or misapplication of the terms of the CBA. All other terms of the CBA shall remain in full force and effect.
7. The Parties agree that this Agreement is non-precedential and is entered solely for the purpose of resolving the Grievance and disputed issues of law and/or fact. Except as necessary to enforce its terms, neither party shall use the Agreement as evidence in any grievance, arbitration, or other court or administrative proceeding or use the Agreement as evidence to prove any factual or legal issue.
8. The Parties agree and acknowledge that the terms of this Agreement shall inure to the benefit of and may be enforced by the Parties to this Agreement. The Parties further agree and acknowledge that this Agreement shall be binding upon their respective heirs, agents, representatives, and successors.
9. In the event of any inconsistency between the terms of this Agreement and the terms of the CBA, the terms of this Agreement shall control.
10. The Parties further agree and acknowledge that this Agreement may only be amended, in whole or in part, in writing signed by duly authorized representatives of the Board and the Association.
11. This Agreement is to be executed in the State of Illinois and shall be interpreted, construed, and enforced exclusively under the laws of the State of Illinois.

**SOUTH SUBURBAN COLLEGE
FACULTY ASSOCIATION**

**BOARD OF TRUSTEES
SOUTH SUBURBAN COLLEGE**

By: _____
A duly authorized signatory

By: _____
Chairman, Board of Trustees

Dated: _____

Attest: _____
Secretary, Board of Trustees

Dated: _____