

SOUTH SUBURBAN COLLEGE



September 12, 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
PUBLIC HEARING AGENDA
THURSDAY, SEPTEMBER 12, 2024
6:40 PM

- I. CALL TO ORDER/ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. OPERATING AND NON-OPERATING BUDGETS - FISCAL YEAR 2025
 - A. Operating and non-operating budgets for fiscal year 2025 for Community College District No. 510 (T. Hill)
 - B. Public comments and discussion
- IV. ADJOURNMENT



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, SEPTEMBER 12, 2024
6:50 PM

- I. Recommendation to approve the operating and non-operating budgets for fiscal year 2025 for Community College District No. 510



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM, SUITE 2248
REGULAR BOARD MEETING AGENDA
THURSDAY, SEPTEMBER 12, 2024
7:00 P.M.

- I. **CALL TO ORDER/ROLL CALL**
- II. **PUBLIC PARTICIPATION / ACCESS**
- III. **PRESENTATIONS/REPORTS**
 - A. Allied Health & Nursing Center Presentation (J. Papp/Yves Jeanty, Architects Enterprise, Inc.)
- IV. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
 - A. Regular Board of Trustees meeting held August 8, 2024
- V. **NEW BUSINESS**
 - A. Monthly Financial Report (T. Hill)
 - B. Approval of the payment of bills for August, 2024 (T. Hill)
 - C. Approval of the operating and non-operating budgets for fiscal year 2025 for Community College District No. 510 (A. DeFilippo)
- VI. **PERSONNEL RECOMMENDATIONS**
 - A. Retirements/Resignations/Terminations
 - B. Appointments
 - C. Approval to Reappoint Non-tenured Spring Hire Faculty for 2024/2025 Academic Year
- VII. **CLOSED SESSION**

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.
- VIII. **MISCELLANEOUS**
- IX. **ADJOURNMENT**

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

15800 SOUTH STATE STREET, SOUTH HOLLAND, IL

BOARD ROOM, SUITE 2248

REGULAR BOARD MEETING MINUTES

THURSDAY, AUGUST 8, 2024

I. CALL TO ORDER & ROLL CALL:

At 7:10 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, Sherelene A. Harris, Anthony Williams, and Student Trustee Lizbeth Atenco.

Absent: Trustee Anthony DeFilippo

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. PLEDGE OF ALLEGIANCE

Chairman Terry Wells led the Pledge of Allegiance.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

A. James Martin, Executive Director of Information Technology delivered a cyber security presentation to the Board of Trustees.

V. PREVIOUS MEETING MINUTES

A. Finance Committee meeting held July 11, 2024

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

B. Regular Board of Trustees meeting held July 11, 2024

Trustee Rogers moved and Trustee Daly seconded to approve the minutes of the Regular Board of Trustees meeting held July 11, 2024 with item FY25-VI.D revised as seconded by Trustee Rogers. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Trustee Vivian Payne passed. Nays: None. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

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

B. Bills Payable for July 2024

Trustee Harris moved and Trustee Williams seconded to approve the bills payable for July, 2024 in the amount of \$3,290,771.11. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

Trustee Rogers moved and Trustee Williams seconded to approve the resignation of Dr. Kevin Riordan as a full-time Director of Institutional Research, effective September 1, 2024, and grant permission to advertise to fill the vacated position. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

B. Appointments

1. Trustee Williams moved and Trustee Payne seconded to approve the appointment of Keishla Rivera as a full-time Administrative Assistant II in the Student Development Department, effective August 12, 2024. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

2. Trustee Payne moved and Trustee Harris seconded to approve the appointment of Dr. Nicholas Lino as a full-time Faculty in the Nursing Department, effective August 12, 2024, pending successful completion of a criminal background investigation. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

3. Trustee Williams moved and Trustee Payne seconded to approve the appointment of Marcus Hillard as a full-time Director of Student Activities in the Student Services Department, effective August 19, 2024. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

4. Trustee Harris moved and Trustee Daly seconded to approve the appointment of Chloe Lockett as a full-time Administrative Assistant II in the Information Technology Department, effective August 12, 2024. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

C. Approval to Create and Advertise

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

VIII. CLOSED SESSION

There was none.

IX. MISCELLANEOUS

There was none.

X. ADJOURNMENT

At 7:41 p.m., Trustee Rogers moved and Trustee Williams seconded to adjourn the Board of Trustees meeting. On roll call, Trustees Kevin L. Daly, Sherelene A. Harris, Vivian Payne, Janet Rogers, Anthony Williams, Chairman Terry Wells and Student Trustee Lizbeth Atenco voted aye. Nays: None. Motion carried.

Chairman of the Board

Secretary of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VI.A

Board Meeting Date: September 12, 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

JUSTIFICATION OF ACTION

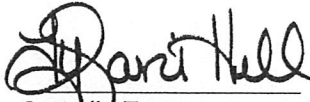
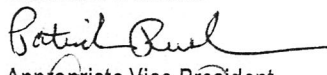
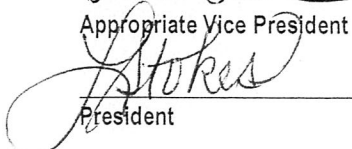
Please refer to the attached Investment Report and Financial Summary enclosed in your Board booklet for the period ending July 31, 2024. This action aligns with Strategic Direction 3.1; Foster fiscal stability and sustainability.

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

	09/03/2024
Controller/Treasurer	Date
	9/3/24
Appropriate Vice President	Date
	9/3/24
President	Date

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

To: Board of Trustees
 From: Tyhani Hill
 Date: September 3, 2024
 Subject: Financial Report For The Period Ending July 31, 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>
\$2,679,311.32	\$2,679,311.32
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,275,900.79	\$2,275,900.79

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>
\$3,130,326.40	\$3,130,326.40
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,914,309.40	\$2,914,309.40
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
\$216,017.00	\$216,017.00

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>
\$17,431,730.87	3.72%	(12)

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$2,549,779.69	\$129,531.63	\$2,679,311.32
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$2,549,779.69	\$129,531.63	\$2,679,311.32

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$1,922,473.93	\$353,426.86	\$2,275,900.79
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$1,922,473.93	\$353,426.86	\$2,275,900.79

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$3,130,326.40	\$2,914,309.40	\$216,017.00
August			\$0.00
September			\$0.00
October			\$0.00
November			\$0.00
December			\$0.00
January			\$0.00
February			\$0.00
March			\$0.00
April			\$0.00
May			\$0.00
June			\$0.00
YTD	\$3,130,326.40	\$2,914,309.40	\$216,017.00

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$17,431,730.87	3.72%	(12)
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			

SOUTH SUBURBAN COLLEGE

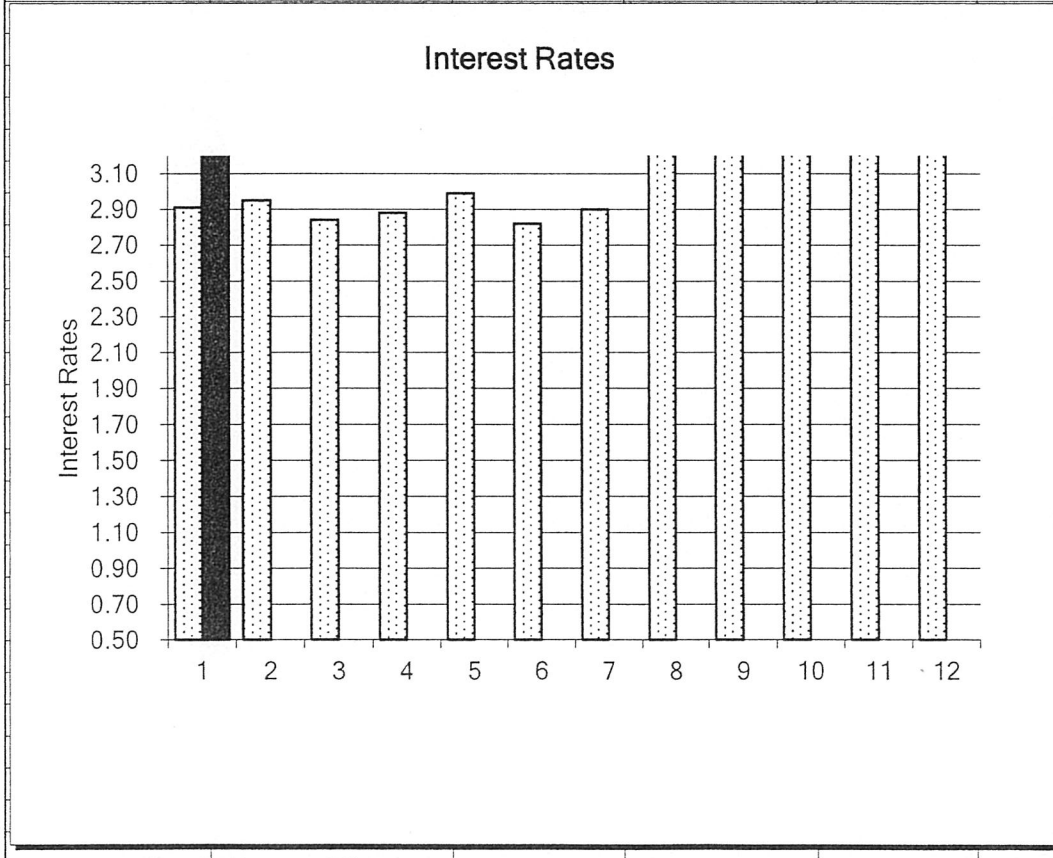
Description	Date	Fund 1	Fund 2	Fund 3	Fund 3
		Educational	Opr. & Maint.	O&M Rst(300)	PH&S(379)
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		56,285.90	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,426,498.95	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		8,848,000.62	0.00	4,198,819.25	0.00
Totals	7/1/2024	11,330,785.47	0.00	4,198,819.25	0.00
Transactions:					
Illinois Fund MM deposit from Comptroller	07/01/2024	8,141.00			
Illinois Fund MM deposit from Comptroller	07/05/2024	192,945.71			
Illinois Fund MM deposit from Comptroller	07/12/2024	259,053.27			
Illinois Fund MM deposit from Comptroller	07/15/2024	4,166.67			
Illinois Fund MM deposit from Comptroller	07/17/2024	95,403.82			
Illinois Fund MM deposit from Comptroller	07/29/2024	29,928.00			
Interest on Illinois Funds MM	07/31/2024	2,062.15			
5/3 transfer from Investments to Cash	07/31/2024	(2,600,000.00)			
5/3 transfer from Cash to Investment	07/31/2024	3,850,000.00			
Interest on 53 MM		42,338.59			
PFM Interest	07/31/2024	10,929.93			
Ending Balance:		13,225,754.61	0.00	4,198,819.25	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		647,986.52	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		2,437,428.88	0.00	0.00	0.00
IIIT Money Market/UMB		(0.00)	0.00	0.00	0.00
53 Financial Money Market		10,140,339.21	0.00	4,198,819.25	0.00
Totals	07/31/2024	13,225,754.61	0.00	4,198,819.25	0.00

SOUTH SUBURBAN COLLEGE

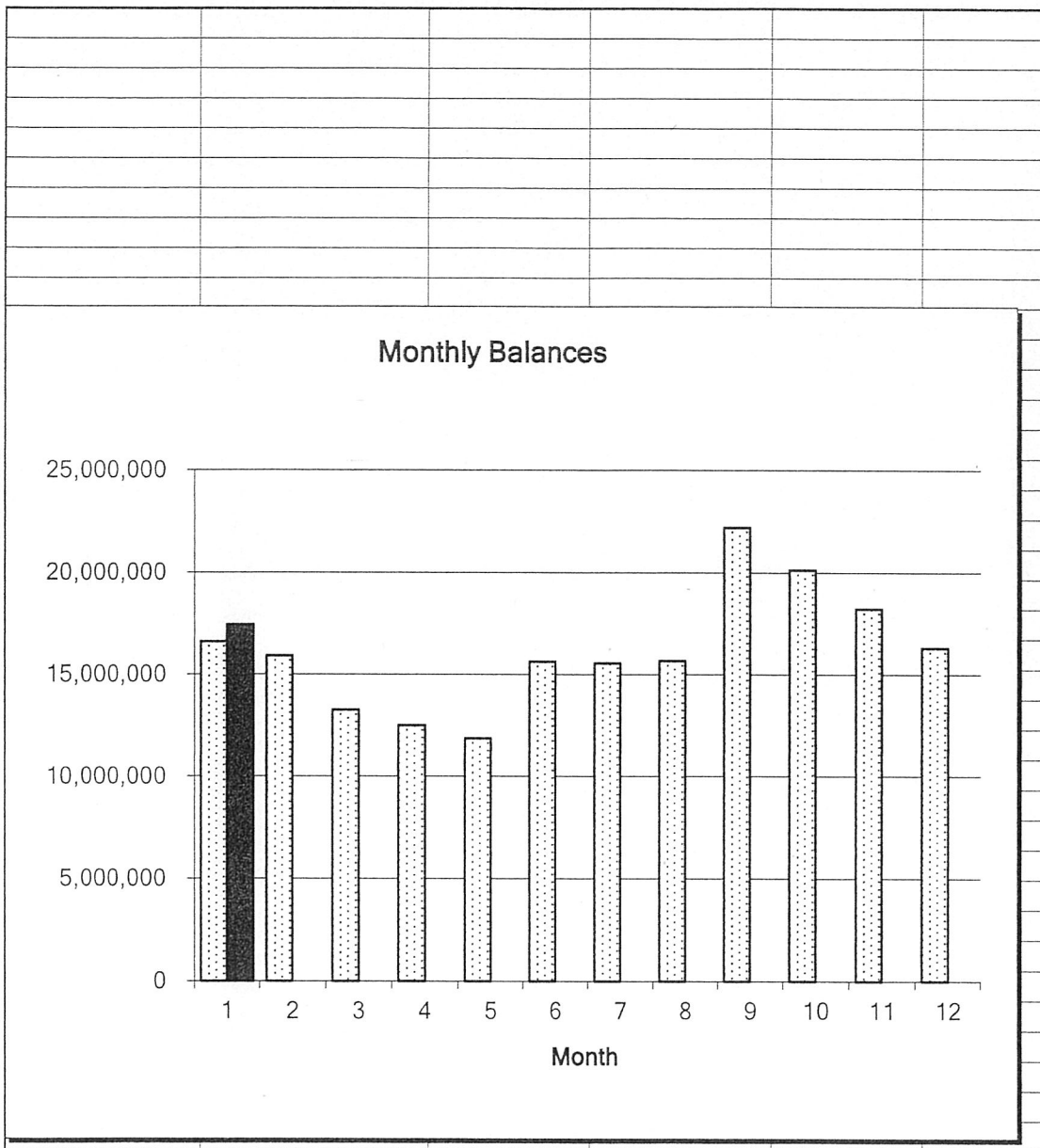
INVESTMENT WORKSHEET					
Description	Date	Fund 4 Bond & Int.	Fund 5 Auxiliary	Fund 6 Restricted	Fund 7 Working Cash
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		0.00	0.00	0.00	0.00
IIIT Money Market/UMB		0.00	0.00	0.00	0.00
53 Financial Money Market		0.00	0.00	0.00	0.00
Totals	7/1/2024	0.00	0.00	0.00	0.00
Transactions:					
Illinois Fund MM deposit from Comptroller	07/01/2024				
Illinois Fund MM deposit from Comptroller	07/05/2024				
Illinois Fund MM deposit from Comptroller	07/12/2024				
Illinois Fund MM deposit from Comptroller	07/15/2024				
Illinois Fund MM deposit from Comptroller	07/17/2024				
Illinois Fund MM deposit from Comptroller	1/0/1900				
Interest on Illinois Funds MM	07/31/2024				
5/3 transfer from Investments to Cash	07/31/2024				
5/3 transfer from Investments to Cash	07/31/2024				
Interest on Illinois Funds MM	1/0/1900				
PFM transfer from Investment	07/31/2024				
		0.00	0.00	0.00	0.00
53 Investment account		0.00	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		0.00	0.00	0.00	0.00
Illinois Funds		0.00	0.00	0.00	0.00
53 Contributory Trust		0.00	0.00	0.00	0.00
PFM Asset Management		0.00	0.00	0.00	0.00
IIIT Money Market/UMB		0.00	0.00	0.00	0.00
53 Financial Money Market		0.00	0.00	0.00	0.00
Totals	07/31/2024	0.00	0.00	0.00	0.00

South Suburban College

Investment Summary				
F Y 2023 - 2024			F Y 2024 - 2025	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	16,593,643	2.91	17,431,731	3.72
August	15,893,722	2.95		
September	13,262,893	2.84		
October	12,504,572	2.88		
November	11,856,861	2.99		
December	15,616,406	2.82		
January	15,546,623	2.90		
February	15,663,399	3.84		
March	22,218,501	3.86		
April	20,125,775	3.71		
May	18,205,599	3.76		
June	16,286,762	3.84		



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VI.B

Board Meeting Date: September 12, 2024

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

[Empty box for proposal summary]

ESTIMATED COST OR BENEFIT

[Empty box for estimated cost or benefit]

JUSTIFICATION OF ACTION

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

MOTION

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

Education Fund	\$2,842,868.41
Operations & Maintenance Fund	\$354,695.00
Operations & Maintenance Fund Restricted	\$47,379.00
Auxiliary Funds	\$2,430.28
Restricted Funds	\$685,565.76
Special Levies Fund	\$260,963.48
Flex Plan Fund	\$4,720.49
Total	\$4,198,622.42

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] 09/04/2024
 Controller/Treasurer Date

[Signature] 9/6/24
 Vice President of Administration Date

[Signature]
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VI.C

Board Meeting Date: September 12, 2024

BOARD COMMITTEE

FUNDING

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

PROPOSAL SUMMARY

Move to adopt the resolution approving the operating and non-operating budgets for fiscal year 2024/2025.

ESTIMATED COST OR BENEFIT

The Operating budget is	\$33,388,768
The Non-Operating budget is	\$16,171,220

JUSTIFICATION OF ACTION

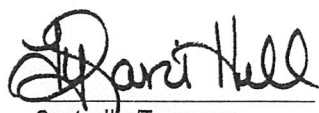
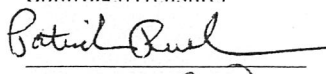
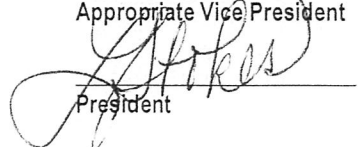
Annually, the Board of Trustees is required to adopt a budget for the College to comply with Illinois Community College Board. The tentative budget was approved by the Board at the July 11, 2024 regular board meeting. A legal notice was published in the appropriate news media on August 9, 2024, and the 30-day window for public inspection has been satisfied according to State statute. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Motion to approve the attached resolution and Operating and Non-Operating budgets for Fiscal Year 2024-2025.

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

	09/03/2024
Controller/Treasurer	Date
	9/3/24
Appropriate Vice President	Date
	9/3/24
President	Date

Office of the Treasurer



To: Board of Trustees
From: Tyhani Hill
Date: September 3, 2024
Subject: Budget Packet– Fiscal Year 2024-2025

Included with the Board Action Request form are summary documents for both the operating and non-operating fund budgets for fiscal year 2024-2025.

Both documents were approved, in a tentative format, at the July 11, 2024 regularly scheduled Board of Trustees meeting. A legal notice was published in the *Daily Southtown* on August 9, 2024, notifying the public of a hearing to be held on September 12, 2024 at 6:45 P.M. The tentative budget will have been on display for the required 30 days prior to adoption as required by state statute.

Operating expenditures are currently budgeted at \$33,388,768 with projected revenue of \$33,482,591. Non-operating expenditures are projected to be \$16,171,220 with revenue projected at \$16,213,006. In aggregate, fiscal year expenditures are \$49,559,988 with projected revenue for the year of \$49,695,597. This equates to an aggregate surplus of \$135,609.

If you have any questions any items in these documents, please feel free to call me at (708) 210-5722.

RESOLUTION NO. _____

WHEREAS, the Board of Trustees of Community College District No. 510, South Suburban College of Cook County, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Treasurer's Office has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

and

WHEREAS, a public hearing was held as to such budget on the 12th day of September, 2024 notice of public hearing was published on August 9, 2024 to be held on Thursday September 12, 2024 at 6:45pm in the Board Room number 2248. The budget has been available for at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of said district as follows:

Section 1. That the fiscal year of this District is hereby fixed and declared as beginning July 1, 2024 and ending June 30, 2025.

Section 2. That the following budget containing an estimate of amounts available in each fund, separately, and of expenditures from each, and an estimate of cash expected to be received during such fiscal year from all sources; and a statement of estimated cash expected to be on hand at the end of such year, be and is hereby adopted as the budget of

this District for fiscal year 2024-25. A copy of this budget shall be included in the official minutes of this meeting.

Section 3. That the payment of all salaries of janitors, engineers or other custodial employees and all costs of fuel, lights, gas, water, telephone service, and custodial supplies and equipment or the cost of a professional survey of the conditions of school buildings, or any one or more of the proceeding items shall be paid from the tax levied for the operation and maintenance of facilities purposes.

Section 4. This Resolution shall be effective from and after its passage as provided by law.

Passed by the following roll call on the 12th day of September 2024.

Trustee _____ made the motion to adopt.

Trustee _____ seconded the motion.

Ayes

Nays:

Absent:

Attest:

Secretary

Chairman

Educational Fund Revenues				
Fiscal Year 2024 - 2025				
Category	FY 24-25 Budget	FY 23-24 Actual	Increase/ Decrease	Percent Change
Local Government Sources:				
Taxes Current Year	\$ 13,383,519	\$ 12,760,494	\$ 623,025	4.88%
Total Local Sources	\$ 13,383,519	\$ 12,760,494	\$ 623,025	4.88%
State Government Sources:				
Credit Hour Grants	\$ 1,011,999	\$ 1,050,396	\$ (38,398)	-3.66%
Equalization Grant	50,000	264,677	(214,677)	-81.11%
Career and Technical Ed Grant	306,347	306,347	\$ -	0.00%
Corporate Replacement Tax	700,000	672,936	27,065	4.02%
Total State Sources	\$ 2,068,346	\$ 2,294,356	\$ (226,011)	-9.85%
Federal Government Sources	\$ 6,541	\$ 6,541	\$ -	0.00%
Tuition and Fees:				
Tuition	\$ 9,950,000	\$ 9,451,933	\$ 498,067	5.27%
Course Fees	743,396	714,804	28,592	4.00%
Lab Fees	395,767	380,545	15,222	4.00%
Other Fees	160,000	142,122	17,878	12.58%
Total Tuition and Fees	\$ 11,249,163	\$ 10,689,404	\$ 559,759	5.24%
Other Sources of Revenue:				
Interest on Investments	\$ 608,538	\$ 585,133	\$ 23,405	4.00%
Indirect Cost Revenue	240,000	219,556	20,444	9.31%
Other Revenue	300,000	-	300,000	100.00%
Facilities Rental	700,000	553,252	146,748	26.52%
Total Other Sources	\$ 1,848,538	\$ 1,357,941	\$ 490,597	36.13%
Total Revenue	\$ 28,556,106	\$ 27,108,736	\$ 1,447,370	5.34%
	=====	=====	=====	=====

Operating Funds Revenues				
Fiscal Year 2024 - 2025				
Category	FY 24-25 Budget	FY 23-24 Actual	Increase/ Decrease	Percent Change
Local Government Sources:				
Taxes Current Year	\$ 16,571,607	\$ 15,811,055	\$ 760,553	4.81%
Total Local Sources	\$ 16,571,607	\$ 15,811,055	\$ 760,553	4.81%
State Government Sources:				
Credit Hour Grants	\$ 2,023,998	\$ 2,100,793	\$ (76,795)	-3.66%
Equalization Grant	50,000	264,677	(214,677)	-81.11%
Career and Technical Ed Grant	306,347	306,347	-	0.00%
Corporate Replacement Tax	1,400,000	1,345,871	54,129	4.02%
Total State Sources	\$ 3,780,345	\$ 4,017,688	\$ (237,344)	-5.91%
Federal Government Sources	\$ 6,541	\$ 6,541	\$ -	0.00%
Tuition and Fees:				
Tuition	9,950,000	9,451,933	\$ 498,067	5.27%
Course Fees	750,000	714,804	35,196	4.92%
Lab Fees	400,000	380,545	19,455	5.11%
Other Fees	160,000	142,122	17,878	12.58%
Total Tuition and Fees	\$ 11,260,000	\$ 10,689,404	\$ 570,596	5.34%
Other Sources of Revenue:				
Interest on Investments	\$ 623,538	\$ 585,133	\$ 23,405	4.00%
Indirect Cost Revenue	240,000	219,556	20,444	9.31%
Parking/Traffic	560	560	-	0.00%
Other Revenue	300,000	-	300,000	100.00%
Facilities Rental	700,000	553,252	146,748	26.52%
Total Other Sources	\$ 1,864,098	\$ 1,358,501	\$ 490,597	37.22%
Total Revenue	\$ 33,482,591	\$ 31,883,188	\$ 1,599,403	5.02%
	=====	=====	=====	=====

Operations & Maintenance Fund Revenues				
Fiscal Year 2024 - 2025				
Category	FY 24-25 Budget	FY 23-24 Actual	Increase/ Decrease	Percent Change
Local Government Sources:				
Taxes Current Year	\$ 3,188,088	\$ 3,050,560	\$ 137,528	4.51%
Total Local Sources	\$ 3,188,088	\$ 3,050,560	\$ 137,528	4.51%
State Government Sources:				
Credit Hour Grants	\$ 1,011,999	\$ 1,050,396	\$ (38,397)	-3.66%
Corporate Replacement Tax	700,000	672,936	27,065	4.02%
Total State Sources	\$ 1,711,999	\$ 1,723,332	\$ (11,333)	-0.66%
Other Sources of Revenue:				
Parking/Traffic	\$ 560	\$ 560	\$ -	0.00%
Other Revenue	\$ 300,000	\$ -	\$ 300,000	100.00%
Total Other Sources	\$ 300,560	\$ 560	\$ 300,000	100.00%
Total Revenue	\$ 5,200,647	\$ 4,774,452	\$ 426,195	8.93%
	=====	=====	=====	=====

SOUTH SUBURBAN COLLEGE
REVENUES AND EXPENDITURES
FISCAL YEAR 2024
NON-OPERATING BUDGET

	BOND & INTEREST FUND	AUXILIARY ENTERPRISE FUND	RESTRICTED PURPOSE FUND	STUDENT DEVELOPMENT FUND	TRUST & AGENCY FUND	SPECIAL LEVIES FUND	TOTAL NON-OPERATING FUNDS
REVENUES:							
Bookstore		80,000					80,000
Bus. & Career Institute							-
Satellite Copier							-
Duplication Center							-
State Gov. Sources			4,800,000				4,800,000
Federal Gov. Sources			6,700,000				6,700,000
Student Dev. Fund				450,000			450,000
Tax Revenue	2,303,173				192,436	1,658,449	3,961,622
T & A Receipts					28,948		192,436
Flex Plan							28,948
TOTAL REVENUES	2,303,173	80,000	11,500,000	450,000	221,384	1,658,449	16,213,006
EXPENDITURES:							
Bookstore		-					-
Bus. & Career Institute							-
Satellite Copier							-
Duplication Center							-
Restricted Purposes Grants			11,485,367				11,485,367
Controller/Treasurer							-
V.P. Student Development							-
Adult Ed							-
Career Development & Job Training							-
Student Dev. Fund				752,000			752,000
Debt Principal	2,625,276						2,625,276
Protection Health and Safety							-
Debt Interest							-
T & A Disbursements					170,855		170,855
Liab. Prot. Sett. Fund					20,908	1,116,814	1,116,814
Other							20,908
TOTAL EXPENDITURES	2,625,276	-	11,485,367	752,000	191,763	1,116,814	16,171,220

Operating Budget
2025

Actual
Expenditures
as of 06/30/24

	Account Number	2025	2024	% Change	Actual Expenditures as of 06/30/24
Vice President of Academic Affairs					
Vice Pres. Academic Affairs Office	01 1090 10001	\$ 365,623	\$ 346,998	5.37%	290,854
Dean of Nursing	01 1090 10022	433,217	410,060	5.65%	372,876
Nursing Department	01 1040 10025	651,193	668,854	-2.64%	491,471
BNATP	01 1040 10038	166,462	143,739	15.81%	169,313
Physical Science	01 1010 10005	458,449	494,458	-7.28%	472,409
Math	01 1010 10006	1,162,633	1,278,571	-9.07%	1,197,383
Life Science	01 1010 10007	702,809	876,521	-19.82%	804,964
English	01 1010 10012	807,995	971,915	-16.87%	874,602
Reading	01 1050 10013	204,230	211,971	-3.65%	182,756
Business	01 1010 10028	186,455	199,782	-6.67%	179,434
CIS	01 1030 10029	165,720	149,952	10.52%	159,490
Building Construction	01 1030 10032	147,130	142,245	3.43%	130,998
Dean of STEM	01 1090 10035	553,687	502,519	10.18%	512,853
Engineering	01 1010 10037	128,611	124,420	3.37%	123,714
Distance Learning	01 1090 10034	457,247	453,782	0.76%	403,549
Art	01 1010 10008	409,880	371,948	10.20%	345,355
Communication & Humanities	01 1010 10011	533,885	507,898	5.12%	522,318
Music	01 1010 10009	235,727	233,425	0.99%	226,117
Social & Behavioral Sciences	01 1010 10015	570,341	559,130	2.01%	538,614
Legal Studies	01 1010 10030	345,004	401,183	-14.00%	382,244
Human Services	01 1010 10026	13,150	8,950	46.93%	12,752
Service Learning	01 1010 10039	1,100	950	15.79%	909
Child Development	01 1010 10040	156,222	131,372	18.92%	71,251
Barbering	01 1020 10041	378,332	299,540	26.30%	340,977
Cosmetology	01 1020 10053	148,920	150,770	-1.23%	19,199
Allied Health	01 1040 10024	271,614	264,412	2.72%	267,699
Coding	01 1040 10042	45,100	20,000	125.50%	37,860
Community Health Worker	01 1040 10043	45,100	43,000	4.88%	47,925
EchoCardiography	01 1040 10044	157,156	108,762	44.50%	105,137
EMT	01 1040 10045	116,500	116,500	0.00%	89,240
Medical Assistance	01 1040 10046	127,268	112,564	13.06%	131,686
MRI	01 1040 10047	65,098	57,801	12.62%	58,958
OTA	01 1040 10048	187,493	175,512	6.83%	161,830
PCT	01 1040 10049	55,812	54,730	1.98%	54,124

Pharmacy Tech	01 1040 10050	110,372	97,572	13.12%	67,693
Phlebotomy	01 1040 10051	100,249	87,530	14.53%	98,655
Rad Tech	01 1040 10052	205,727	188,106	9.37%	175,875
Adult Ed	01 4080 40001	61,979	60,331	2.73%	59,463
C 3	01 4020 40002	213,770	296,901	-28.00%	236,346
Oak Forest Center	01 4020 40004	451,313	396,518	13.82%	415,772
Total		\$ 11,598,573	\$ 11,721,193	-1.05%	10,834,661

Operating Budget
2025

Actual
Expenditures
as of 06/30/24

	Account Number	2025	2024	% Change	Actual Expenditures as of 06/30/24
Vice President of Administration					
Mailroom	01 8060 80010	\$ 95,000	\$ 115,000	-17.39%	52,176
Physical Plant Engineering	02 7010 70004	237,018	166,934	41.98%	160,972
Physical Plant Grounds	02 7030 70005	90,000	78,000	15.38%	57,216
Physical Plant Maintenance	02 7010 70006	747,609	771,113	-3.05%	766,222
Physical Plant Utilities	02 7060 70007	1,519,000	1,302,100	16.66%	1,354,603
Physical Plant Custodial	02 7020 70008	1,234,267	1,207,200	2.24%	1,226,503
Treasurer's Office	01 8020 80002	138,073	135,615	1.81%	127,739
Business & Accounting	01 8020 80012	661,655	654,699	1.06%	553,957
Human Resources	01 8040 80005	461,196	477,254	-3.36%	472,319
Affirmative Action	01 8010 80020	3,600	3,600	0.00%	-
Staff Development	01 8090 80006	14,500	14,500	0.00%	5,753
VP Administration	01 8010 80001	313,890	305,597	2.71%	302,163
Performing Arts Center	01 1090 10018	118,386	103,590	14.28%	110,325
Theatre Productions	01 1010 10014	3,000	7,500	-60.00%	1,214
Campus Police	02 7040 70001	1,292,947	1,338,554	-3.41%	1,234,418
TV Studio	01 1090 10033	454,053	528,360	-14.06%	
Network Systems	01 1090 10003	1,559,892	1,628,587	-4.22%	1,481,868
Information Technology	01 8080 80007	2,361,470	1,998,668	18.15%	1,609,112
Switchboard	02 8060 80008	400,784	397,043	0.94%	299,141
Institutional Support					
Institutional Expense	01 8060 80013	\$ 1,895,625	\$ 1,924,625	-1.51%	1,924,625
Waivers/Scholarships	01 9010 90001	2,500,000	2,500,000	0.00%	2,774,215
Total		\$ 16,101,965	\$ 15,658,539	2.83%	14,514,543

**Operating Budget
2025**

	Account Number	2025	2024	% Change	Actual Expenditures as of 06/30/24
President					
Foundation	01 8070 80022	\$ 5,028	\$ 7,528	-33.21%	3,502
Publications	01 8030 80023	250,911	250,800	0.04%	243,971
Public Relations	01 8010 80024	488,177	492,859	-0.95%	435,204
Accreditation and IR	01 1090 10099	\$ 149,706	\$ 181,788	-17.65%	210,005
Institutional Research	01 8070 80021	219,831	214,934	2.28%	34,507
President's Office	01 8010 80019	441,814	445,270	-0.78%	439,161
Board of Trustees	01 8050 80025	51,518	45,722	12.68%	39,802
Phi Theta Kappa	01 1090 10017	5,265	6,386	-17.55%	6,087
Total		\$ 1,612,250	\$ 1,645,287	-2.01%	1,412,238

**Operating Budget
2025**

	Account Number	2025	2024	% Change	Actual Expenditures as of 06/30/24
Vice President Student Development					
VP Student Development	01 3020 30001	\$ 309,770	\$ 247,825	25.00%	267,625
Records	01 3010 30028	310,739	303,662	2.33%	286,686
Admiss/Latino Center/Welcome Center	01 3010 30020	375,050	389,544	-3.72%	327,639
Registration	01 3010 30022	341,441	388,044	-12.01%	289,580
Veterans Center	01 3040 30033	20,950	24,950	-16.03%	11,765
Financial Aid	01 3040 30007	506,369	483,921	4.64%	461,816
College & Career Success Center	01 3020 30030	448,650	572,735	-21.67%	534,476
Library	01 2010 20001	313,084	380,114	-17.63%	298,296
Dean of Student Development	01 3010 30021	283,364	221,417	27.98%	170,998
Office of Disable Student Services	01 3010 30024	335,378	252,125	33.02%	295,458
Office of College Recruitment	01 3010 30029	205,604	280,332	-26.66%	194,396
Academic Assistance Services	01 3020 30004	255,820	232,231	10.16%	208,509
Student Services	01 3020 30006	119,823	196,001	-38.87%	135,487
Testing & Orientation	01 3020 30031	247,288	240,406	2.86%	216,777
Career Development	01 3050 30032	2,650	44,900	-94.10%	9,397
Total		\$ 4,075,980	\$ 4,258,207	-4.28%	3,708,905

Total 2024 Operating Budget

\$	33,388,768	\$	33,283,226	0%	\$	30,470,348
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SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.A.1

Board Meeting Date: September 12, 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 retirement of Alexandra Glumac as a full-time, grant-funded Program Director of the Mental Health and Wellness Center, effective December 31, 2024.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Statagic Direction 2.5; Provide improved student experiences across all areas of the college.

MOTION

Move that the Board of Trustees approve the retirement of Alexandra Glumac as a full-time, grant-funded Program Director of the Mental Health and Wellness Center, effective December 31, 2024.

Approvals:

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

AD Jones 8/29/24
 Originator Date

[Signature] 8/29/24
 Appropriate Vice President Date

Charlotte Guyton 8/29/24
 Director of Human Resources Date

[Signature] 8/29/24
 President Date

Alexandra Glumac, MS, LCPC, RDDP, SHRM-CP

August 22, 2024

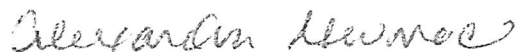
Dear Dr. Jones,

This letter is my official notification that I plan to retire from South Suburban College effective December 31, 2024.

In August of 2006, I was given the opportunity to facilitate workforce development trainings on a contractual basis through the Business & Career Institute (BCI) which led to board-approved part-time then full-time employment, lasting 15 years. When BCI was restructured in 2021, I was hired to manage the Office on Violence Against Women grant for 2.5 years. Once that grant ended, I then moved to managing the Mental Health Early Action on Campus grant allocation. The end of that funding in August, 2024 has led me to my decision to retire at the end of this calendar year.

I have grown both personally and professionally in all my positions at SSC and I'll always be grateful for the new skills learned, connections made and professional successes. As I move on to the new opportunities that await me in retirement, I wish the administration, faculty and staff continued growth and achievement in working with our students.

Sincerely,



Alexandra Glumac, MS, LCPC, RDDP, SHRM-CP



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.A.2

Board Meeting Date: September 12, 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 retirement of John McGreevy as a full-time Faculty and Program Coordinator for the Radiology Technology Program, effective January 17, 2025, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 2.5; Provide improved student experiences across all areas of the college.

MOTION


Move that the Board of Trustees approve the retirement of John McGreevy as a full-time Faculty and Program Coordinator for the Radiology Technology Program, effective January 17, 2025, and grant permission to advertise to fill the vacated position.

Approvals:

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



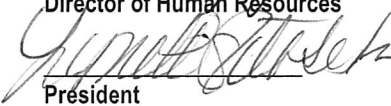
 Originator 9/4/24
 Date Date



 Appropriate Vice President 9/4/24
 Date Date



 Director of Human Resources 9/4/24
 Date Date



 President 9/4/24
 Date Date

Fwd: Retirement FMLA

Hughes, Megan <MHughes@ssc.edu>

Fri 8/16/2024 7:06 AM

To:Williams, Tasha <TWilliams@ssc.edu>

From: McGreevy, John <JMcGreevy@ssc.edu>**Sent:** Thursday, August 15, 2024 8:18:47 PM**To:** Hughes, Megan <MHughes@ssc.edu>**Subject:** Retirement FMLA

Hi Dr Hughes

This is to let you know I will be retiring from SSC radiology program effective January 17, 2025. I will not teaching in the spring semester. I will be taking an FMLA leave beginning Thursday Oct 31, 2024, I will be out for at least 4 weeks possible 6 weeks. Instructor coverage will have to be arranged for RAD 105 sections 101 and 102. Lecture on Monday 2 labs on Wednesday. Also coverage for RAD 205 Radiology Physics, lecture Tues Thurs lab Tuesday, RAD 207 Radiation Biology lecture Thursday. Our existing adjuncts are not available or do not want to teach these classes. To recruit a new adjunct will take time and they will need to start at least a month prior to my leave to ensure a smooth hand off of the classes and labs and administration of the HESI test. Let me know how you would like to proceed.

My classes in the spring are RAD 107 sections 101 and 102 Rad 235 Radiology review course. Other items submission of student applications for ARRT exam approval, Second HESI test. There are many items to go over to ensure the best outcomes for the students

Best regards

John J. McGreevy M.B.A RT (R) MR

Radiology Program Coordinator

South Suburban College

708 596 2000 ext 2634

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

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SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.A.2

Board Meeting Date: September 12, 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 termination of Frank Roberts as a full-time, grant-funded Dislocated Worker Career Coach in the Workforce Development Department, effective September 13, 2024, and grant permission to advertise to fill the vacated, grant-funded position.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION


Replacement of this position supports Strategic Direction 1.2; Foster initiatives to improve the college and career readiness of SSC students.

MOTION

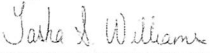
Move that the Board of Trustees approve the termination of Frank Roberts as a full-time, grant-funded Dislocated Worker Career Coach in the Workforce Development Department, effective September 13, 2024, and grant permission to advertise to fill the vacated, grant-funded position.

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



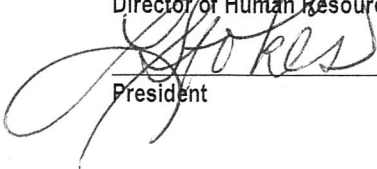
 Originator 8/29/24
 Date



 Appropriate Vice President 8/29/24
 Date



 Director of Human Resources 8/29/24
 Date



 President 8/29/24
 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.A.4

Board Meeting Date: September 12, 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 separation of employment of Bridget Walters, full-time grant-funded Workforce Partnership Coordinator for the Workforce Equity Initiative (WEI) Grant, due to a reduction in funding of the FY25 Workforce Equity Initiative (WEI) Grant.

ESTIMATED COST OR BENEFIT

N/A.

JUSTIFICATION OF ACTION

This action supports Strategic Direction 1.2; Foster initiatives to improve the college and career readiness of SSC students.

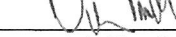
MOTION

Move that the Board of Trustees approve the separation of employment of Bridget Walters, full-time grant-funded Workforce Partnership Coordinator for the Workforce Equity Initiative (WEI) Grant, due to a reduction in funding of the FY25 Workforce Equity Initiative (WEI) Grant.


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


 _____ 9/3/24
 Originator Date


 _____ 9/3/24
 Appropriate Vice President Date

Charlotte Guyton
 Director of Human Resources 9/3/24
 Date


 _____ 9/3/24
 President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.B.1

Board Meeting Date: September 12, 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 Dr. Matthew Beasland as a full-time Associate Dean of Career & Technical Education (CTE) in Academic Services, effective September 16, 2024, and grant permission to advertise to fill the vacated position.

ESTIMATED COST OR BENEFIT

Internal transfer, no salary change.

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 Dr. Matthew Beasland as a full-time Associate Dean of Career & Technical Education (CTE) in Academic Services, effective September 16, 2024, and grant permission to advertise to fill the vacated position.

Approvals:

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

<i>Anna M. Helwig</i>	<u>9/3/24</u>
Originator	Date
<i>Sasha S. Williams</i>	<u>9/3/24</u>
Appropriate Vice President	Date
<i>Charlotte Guyton</i>	<u>9/3/24</u>
Director of Human Resources	Date
<i>Matthew Beasland</i>	<u>9/3/24</u>
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.B.2

Board Meeting Date: September 12, 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 Keith Robinson as a full-time Custodian I (day shift) in the Plant Operations Department, effective September 16, 2024.

ESTIMATED COST OR BENEFIT

This is a regular full-time positions, classified Grade IV on the Support Staff Salary Schedule; 35 hours per week, 52 weeks per year with a beginning annual salary of \$36,127 plus benefits.

JUSTIFICATION OF ACTION


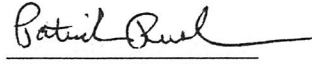
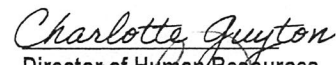
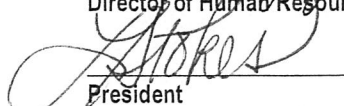
This action aligns with Strategic Direction 3.0; South Suburban College will ensure the financial, physical and technological resources necessary to support educational programs and promote continuous innovation and sustainability.

MOTION

Move that the Board of Trustees approve the appointment of Keith Robinson as a full-time Custodian I (day shift) in the Plant Operations Department, effective September 16, 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

	8/29/24 Date
Originator	
	8/29/24 Date
Appropriate Vice President	
	8/29/24 Date
Director of Human Resources	
	8/29/24 Date
President	



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.B.3

Board Meeting Date: September 12, 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 Tiffany Carney as a full-time, grant-funded Literacy Grant Manager in the Adult Education Department, effective September 16, 2024.

ESTIMATED COST OR BENEFIT

This is a full-time, grant-funded position; 40 hours per week, 52 weeks per year, with a beginning annual salary of \$50,000 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Strategic Direction 1.2; Foster initiatives to improve the college and career readiness of SSC students.

MOTION

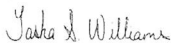
Move that the Board of Trustees approve the appointment of Tiffany Carney as a full-time, grant-funded Literacy Grant Manager in the Adult Education Department, effective September 16, 2024.

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



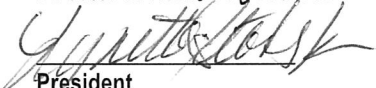
 Originator 8/29/24
Date



 Appropriate Vice President 8/29/24
Date



 Director of Human Resources 8/29/24
Date



 President 8/29/24
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.B.4

Board Meeting Date: September 12, 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 Safety	<input type="checkbox"/> Special Levies
<input type="checkbox"/> Other		

PROPOSAL SUMMARY

Move that the Board of Trustees approve the appointment of Richard Schmittel as a full-time Publications Specialist I in the in Publications Department, effective September 16, 2024.

ESTIMATED COST OR BENEFIT

This is a regular full-time positions, classified Grade VI on the Support Staff Salary Schedule; 35 hours per week, 52 weeks per year with a beginning annual salary of \$37,856 plus benefits.

JUSTIFICATION OF ACTION

This action aligns with Statagic 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 Richard Schmittel as a full-time Publications Specialist I in the in Publications Department, effective September 16, 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

Dr. Kellie C. Martin 8/29/24
Originator Date

Dr. Kellie C. Martin 8/29/24
Appropriate Vice President Date

Charlotte Guyton 8/29/24
Director of Human Resources Date

Shelley Stokes 8/29/24
President Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY25-VII.C.1

Board Meeting Date: September 12, 2024

BOARD COMMITTEE

- Policy
Finance
Architectural
Other

FUNDING

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

PROPOSAL SUMMARY

Move that the Board of Trustees reappoint Sharlene Chapman as non-tenured spring hire faculty in the Pharmacy Technician Program for the 2024/2025 academic year.

ESTIMATED COST OR BENEFIT

Based upon the continuing placement on the Faculty Salary Schedule.

JUSTIFICATION OF ACTION

The following faculty members have been evaluated in accordance with the procedures outlined in the Faculty Association Agreement and are being recommended for reappointment: Sharlene Chapman (Pharmacy Technician Program). This action will assist in providing credit courses and associate degree programs for an academically prepared student body. 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 reappoint Sharlene Chapman as non-tenured spring hire faculty in the Pharmacy Technician Program for the 2024/2025 academic year.

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

M. Hughes
Originator 9/3/24 Date

Charlotte Guyton
Director of Human Resources 9/3/24 Date

Jasha S. Williams
Appropriate Vice President 9/3/24 Date

[Signature]
President 9/3/24 Date



South Suburban College
Office of the Dean of Allied Health and Career Programs

“Our Mission is to **S**erve our **S**tudents and the **C**ommunity through lifelong learning.”

INTEROFFICE MEMORANDUM

To: Vice President Tasha Williams
From: Dean Megan Hughes
Date: August 29, 2024
Subject: Tenure Process Recommendation-Sharlene Chapman

The tenure evaluation committee for Sharlene Chapman (consisting of Megan Hughes, Naketa Young, Adrienne Reaves, Detric Fletcher) recommends Dr. Chapman be rehired for the next academic year. The committee has met in accordance with contractual obligations outlined in Section 9.4, 9.6 and 9.10 in the agreement with South Suburban College and South Suburban College Faculty Association. This will be the second year of the three-year tenure process for Dr. Chapman.

The tenure evaluation committee members have reviewed student evaluations, self-evaluation and course syllabi and materials. Committee members made classroom visits, submitted written evaluations and discussed their observations with Dr. Chapman. Dr. Chapman is a reflective professional who incorporates the committee's feedback.

Dr. Chapman has been a wonderful addition to South Suburban College and the Pharmacy Technician program. She is a committed and compassionate faculty member who cares deeply about her students and her program. She is an excellent colleague and has engaged in partnerships across the college and collaborations with external stakeholders.

The committee is excited to continue to work with Dr. Chapman and enthusiastically recommends her rehire in 2025.

Megan Hughes

Megan Hughes, Ph.D.

Naketa Young

Naketa Young

Adrienne Reaves-Davis

Adrienne Reaves-Davis, Ed.D.

Detric Fletcher

Detric Fletcher, M.D.