
**THE BOARD OF ILLINOIS COMMUNITY COLLEGE
DISTRICT NO. 515**

**EIGHT HUNDREDTH MEETING
REGULAR MEETING**

**Tuesday – January 30, 2018
Board Room (No. 2274)
5:00 p.m.**

**Prairie State College
202 South Halsted Street
Chicago Heights, Illinois 60411
(708) 709-3637**

AGENDA

- 1. CALL TO ORDER**
- 2. ORAL/WRITTEN PUBLIC COMMUNICATIONS**
- 3. INTRODUCTIONS/RECOGNITIONS**
 - 3.1 Introduction and Recognition Pioneer Award Recipients: Mr. Georges Sanon, Coordinator of Student Veterans Center; Mr. Michael Moody, Manager of Transportation, Warehouse, and Logistics Programs; and Mr. Kavin James, Manager of Driving Academy
 - 3.2 Introduction of Ms. Carolyn Ciesla, Dean of Learning Resources and Assessment
- 4. CONSENT ITEMS**

The following items are presented for Board of Trustees approval as Consent Items to be considered and voted upon collectively unless a Board of Trustees member requests separate consideration and/or action.

RECOMMENDATION:

It is recommended that the Board of Trustees approves the items on the Consent Agenda.

800th REGULAR MEETING

January 30, 2018

Page 2

Minutes

RECOMMENDATION:

It is recommended that the Board of Trustees approves the Minutes of the 799th Regular Meeting of December 5, 2017; and Minutes of the Closed Session of December 5, 2017; as presented.

4.1 799th Regular Meeting – December 5, 2017 (Enclosure)

4.2 Closed Session Meeting – December 5, 2017 (Enclosure-Board Members Only)

Personnel

4.3 Retirement of Edward Schwarz, Professor of Communication (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees accepts the retirement of Edward Schwarz, Professor of Communication, effective June 1, 2018.

4.4 Retirement of Paulette Maurer, Director of Institutional Support Services (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees accepts the retirement of Paulette Maurer, Director of Institutional Support Services, effective October 31, 2018.

Financial

4.5 Bills Payable – FY2018 (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the FY2018 List of Bills Payable for November 18-30 and December (including trustee and employee travel expenditures), as indicated in the enclosure.

5. ACTION ITEMS

The following items are presented for the Board of Trustees approval as Action Items to be considered and voted upon separately.

CLOSED SESSION

Personnel

5.1 Tenure Recommendation – Danielle Coleman, Assistant Professor of Nursing (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards a faculty tenure appointment to Danielle Coleman, Assistant Professor of Nursing, effective August 2018.

5.2 Tenure Recommendation – Dr. Jessica Nastal-Dema, Assistant Professor English (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards a faculty tenure appointment to Dr. Jessica Nastal-Dema, Assistant Professor of English, effective August, 2018.

5.3 Tenure Recommendation – Chad Vlietstra, Assistant Professor of Heating, Ventilation, and Air Conditioning

RECOMMENDATION: (Enclosure)

It is recommended that the Board of Trustees awards a faculty tenure appointment to Chad Vlietstra, Assistant Professor of Heating, Ventilation, and Air Conditioning, effective August 2018.

5.4 Award of Annual Contracts for the 2018-2019 Academic Year for Eligible Full-Time Tenure Track Faculty Members (Credit) (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the continuation of employment and the issuance of annual contracts for the full-time, tenure track faculty members listed on the attachment for the 2018-2019 academic year.

Institutional

5.5 2017-2020 Agreement between the Board of Trustees of Community College District 515 and the Prairie State College Federation of Teachers, Local 3816, AFT, AFL-CIO

RECOMMENDATION: (Enclosure-Board Members/Executive Officers Only)

It is recommended that the Board of Trustees approves the 2017-2020 Agreement between the Board of Trustees of Community College District No. 515 and the Prairie State College Federation of Teachers, Local 3816, AFT, AFL-CIO.

Financial

5.6 Recommendation – Audit Services (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the engagement of Plante Moran for audit services covering fiscal year 2018 in the amount of \$87,000; fiscal year 2019 in the amount of \$88,000; and fiscal year 2020 in the amount of \$89,000.

5.7 Bid Recommendation – Summer 2018 Credit Registration Guide (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards the bid for the Summer 2018 Credit Registration Guide to the lowest responsible bidder, Woodward Printing Services, in the amount of \$10,959 plus \$1,670 for an additional four pages (if needed), \$4,330 for an additional eight pages (if needed), and \$90 per thousand for additional copies (if needed).

5.8 Bid Recommendation – Summer 2018 Non Credit Course Schedule (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees awards the bid for the Summer 2018 Non Credit Course Schedule to the lowest responsible bidder, Woodward Printing Services, in the amount of \$10,928 plus \$469 for an additional four pages (if needed), \$1,063 for an additional eight pages (if needed) and \$90 per thousand for additional copies (if needed).

800th REGULAR MEETING

January 30, 2018

Page 4

- 5.9 Purchase Recommendation – Furniture Replacement (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the purchase of furniture for the Conference Center, for a total delivered and installed, in an amount not to exceed \$53,373.93.
- 5.10 Purchase Recommendation – SignalVine Text Messaging Platform (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the purchase of SignalVine Text Messaging Platform in the amount of \$11,200 which includes unlimited text messages, staff users, and support.
- 5.11 Resolution – US, Department of Commerce Economic Development Administrative Assistance for Mobile/Onsite Job Training (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Revised Resolution authorizing Dr. Terri Winfree, President of Prairie State College, to execute all required application forms and documents, and accept, execute, and commit \$938,447 in 50% matching funds for the proposed U.S. Department of Commerce and Economic Development Administration (EDA) Assistance Application for Mobile/Onsite Job Training.
- 5.12 Project Recommendation – Main Building-Kitchen Grease Trap Replacement Project (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Main Building-Kitchen Grease Trap Replacement Project including architectural/engineering services, construction costs, and contingency, at an estimated cost of \$72,000.
- 5.13 Service Agreement – Ferrilli (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves a six month Service Agreement with Ferrilli, effective February 1, 2018 through June 30, 2018, at the rate of \$4,000 per month, for a total of \$20,000.
- 5.14 Contract Recommendation – Alfred G. Ronan, Ltd. (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Lobbying Services Agreement with Alfred G. Ronan, Ltd. effective January 1, 2018 through December 31, 2018, in the amount of \$5,400 per month.
- 5.15 Budget Transfers – November and December 2017 (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the budget transfers for November 18-30 and December 2017, as indicated in the enclosure.

6. REPORTS

- 6.1 President's Report (Enclosure)

800th REGULAR MEETING

January 30, 2018

Page 5

6.2 President's Cabinet Monthly Reports (Enclosure)

6.3 Monthly Financial Report (Enclosure)

6.4 Organizational Charts (Separate Enclosure)

7. ITEMS FROM THE BOARD OF TRUSTEES

7.1 Schedule for Future Board/College Events (Enclosure)

7.2 ICCTA/ACCT Report

7.3 Prairie State College Foundation Report (Enclosure)

7.4 Faculty Report

7.5 Support Staff Report

8. CLOSED SESSION

8.1 Action As a Result of Closed Session, if necessary

9. ADJOURNMENT
