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

**EIGHT HUNDRED TWENTY-FIFTH MEETING  
REGULAR MEETING**

**Tuesday – July 28, 2020  
5:00 p.m.**

**Room 2274 (Board Room)  
Room 2408 and Room 2409  
(capacity for each room will be limited to 10)**

**Conference Call Number: (877) 309-2073  
Access Code: 666-020-861**

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

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**AGENDA**

- 1. CALL TO ORDER**
- 2. ORAL/WRITTEN PUBLIC COMMUNICATIONS**
- 3. INTRODUCTIONS AND RECOGNITIONS**
- 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.*

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

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**Minutes**

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approve the Minutes of the 824th Regular Meeting of June 30, 2020 as presented.*

- 4.1 824th Regular Meeting – June 30, 2020 (Enclosure)

**Financial**

- 4.2 Full-time Faculty Overloads, Adjunct Faculty Salaries and Compensation for Retired Faculty on Teaching Assignments – Summer 2020, First Five-Week Classes, Eight-Week Classes, and Second Five-Week Classes (Credit Courses) (Enclosure)

*RECOMMENDATION:*

*That the Board of Trustees approves the full-time faculty overload compensation in the amount of \$375,019.22, adjunct faculty compensation in the amount of \$185,172.10, and compensation for retired faculty on teaching assignments in the amount of \$11,930.00, for first five-week classes, eight-week classes, and second five-week classes of the Summer 2020 term (credit courses).*

- 4.3 Bills Payable – FY2020 (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the FY2020 List of Bills Payable for June 2020 (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**

*“The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity” 5 ILCS 120/2(c) (1) and “the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act.” (5 ILCS 120/2(c) (21)).*

**Personnel**

- 5.1 Appointment of Assistant Professor, Mathematics  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Assistant Professor of Mathematics will be made following discussion in Closed Session.*
- 5.2 Appointment of Controller/Director of Business Services  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of a Controller/Director of Business Services will be made following discussion in Closed Session.*

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- 5.3 Appointment of Executive Director of Human Resources  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Executive Director of Human Resources will be made following discussion in Closed Session.*
- 5.4 Appointment of Perkins Administrator for One Year  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of a Perkins Administrator for one year will be made following discussion in Closed Session.*
- 5.5 Appointment of Perkins Administrator for One Year  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of a Perkins Administrator for one year will be made following discussion in Closed Session.*

**Institutional**

- 5.6 2020-2023 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 2020-2023 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.*
- 5.7 Review of Closed Session Minutes (Enclosure-Board Members Only)  
*RECOMMENDATION:*  
*In accordance with the guidelines of the Open Meetings Act, the Board of Trustees will determine the release/non-release of Closed Session minutes.*
- 5.8 Review of Verbatim Recordings of Closed Session Minutes  
*RECOMMENDATION:* (Enclosure-Board Members Only)  
*In accordance with the guidelines of the Open Meetings Act, the Board of Trustees will determine whether verbatim recordings of Closed Session meetings will be destroyed.*

**Financial**

- 5.9 Refuse and Recyclable Material Collection Bid (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees reject all bids previously submitted, namely, those that had been presented at the June 30, 2020, Board meeting, and that the Refuse and Recyclable Material Collection Contract be publicly re-bid.*
- 5.10 Payment Approval – Illinois Community College Risk Management Consortium(Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves payment of insurance premiums to the Illinois Community College Risk Management Consortium effective July 1, 2020 through June 30, 2021 in the amount of \$343,527.*

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- 5.11 Recommendation -- Bank Signatures Resolution (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees authorize the following as signatories for the College's financial accounts: Thomas D. Saban, Interim President; Thomas D. Saban, Treasurer; and Cheri Taylor-Lawton, Controller.*
- 5.12 Bid Recommendation - Fire Testing and Cleaning (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves Advanced Fire & Security Systems, Inc., the lowest responsible bidder, for the Fire System Inspection and Testing for Main, MAC and TWL Buildings in the amount of \$16,700 for year one, \$15,425 for year two and \$11,960 for year three for a total of \$44,084 for a three-year contract.*
- 5.13 Purchase Recommendation – Conference Center Technology Upgrade (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the upgrade of the Conference Center's technology to support virtual meeting capabilities for external and internal users up to \$25,000.*
- 5.14 Purchase Recommendation – Dental Clinic Equipment Upgrade (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the purchase of necessary equipment to upgrade the College Dental Clinic, allowing the clinic to be COVID-19 compliant, in an amount up to \$366,000.*
- 5.15 Purchase Recommendation – Assistive Technology and Case Management Software for Office of Disability Services (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the purchase of additional assistive technology and case management software for the Office of Disability Services up to \$20,000.*
- 5.16 Purchase Recommendation – Microbiology Virtual Lab Kits (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the purchase of virtual lab kits for Microbiology classes in fall 2020, up to \$18,240.*
- 5.17 Purchase Recommendation – Nursing Virtual Simulation Software (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the purchase of virtual simulation software for Nursing students in fall 2020 at a cost up to \$30,527.*
- 5.18 Purchase Recommendation – Welcome Back Kits (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the purchase of supplies for beginning of the year welcome back kits for students entering fall 2020 at a cost up to \$20,000.*
- 5.19 Purchase Recommendation – Wireless Network Upgrade (Enclosure)  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees approves the upgrade of the wireless network across the entire enterprise up to \$369,000.*

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- 5.20 Purchase Recommendation – HVAC (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of necessary equipment to provide tools and instruction for the HVAC program up to \$55,993.60.*

- 5.21 Purchase Recommendation – Online Writing Instruction Professional (Enclosure)

Development – English

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the online professional development for English full-time and part-time instructors up to \$10,000.*

- 5.22 Purchase Recommendation – Fire Science Program (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of a fire engine and fire equipment in the amount of \$423,374 that will allow the Fire Science program to expand and enroll an additional 80 students in the program each semester and bring the Fire Science program into compliance with the terms of the Illinois Community College Board Workforce Equity Initiative grant, and serve primarily minority (65%) and underserved students residing in the district.*

- 5.23 Contract Recommendation – Pitney Bowes Equipment Lease (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the renewal of the five year contract with Pitney Bowes at a cost of \$1,024.05 per month.*

- 5.24 Contract Recommendation – Fall 2020 Pace Contract Campaign (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees awards the Fall 2020 Pace contract campaign to promote fall registration, in the amount of \$22,935 to Intersection.*

- 5.25 Contract Recommendation – Roth & Company, LLP (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the contract with Roth & Co., formerly E.C. Ortiz & Company, LLP, for the work being performed in conjunction with the preparation of the audit and financial statements at an estimated cost of \$70 per hour and for the work being performed regarding grant support at an estimated cost of \$65 per hour.*

- 5.26 Budget Transfers – June 2020 (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the budget transfers for June, as indicated in the enclosure.*

**6. REPORTS**

- 6.1 Monthly Financial Report (Enclosure)

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**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**

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