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

**SEVEN HUNDRED NINETY-NINTH MEETING
REGULAR MEETING**

**Tuesday – December 5, 2017
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 Presentation - Board of Trustees Art Collection
 - 3.2 Skyway Writer's Festival Presentation
 - 3.3 Skyway Jazz Festival Presentation
 - 3.4 PSC Foundation Presentation
 - 3.5 Recognition of Public Relations and Marketing -- National Council of Marketing and Public Relations 2017 Medallion Awards

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.

Minutes

RECOMMENDATION:

It is recommended that the Board of Trustees approves the Minutes of the 798th Regular Meeting of October 31, 2017; as presented.

- 4.1 798th Regular Meeting – October 31, 2017 (Enclosure)

Personnel

- 4.2 Resignation of Ms. Genevieve Boesen, Executive Director of the South Metropolitan Higher Education Consortium (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees accepts the resignation of Ms. Genevieve Boesen, Executive Director of the South Metropolitan Higher Education Consortium, effective October 31, 2017.

Institutional

- 4.3 Full-Time Faculty Overloads, Adjunct Faculty Salaries, and Compensation for Administrators, Staff and Retired Faculty on Teaching Assignments – Fall 2017, Twelve-Week Classes and Second Eight-Week Classes (Credit Courses) (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the full-time faculty overload compensation in the amount of \$35,326.52, adjunct faculty compensation in the amount of \$182,800.67, and compensation for administrators, staff, and retired faculty on teaching assignments in the amount of \$8,402.20, for twelve-week classes, and second eight-week classes of the 2017 Fall Term (credit courses).

- 4.4 Academic Calendar – 2018-2020 (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approves the 2018-2020 academic calendar.

Financial

- 4.5 Bills Payable – FY2018 (Enclosure)

RECOMMENDATION:

It is recommended that the Board of Trustees approve the FY2018 List of Bills Payable for October and for November 1 to November 17 (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).

Personnel

- 5.1 Appointment of Dean of Learning Resources and Assessment
RECOMMENDATION: (Board Members/Executive Officers Only)
A recommendation for the appointment of Dean of Learning Resources and Assessment will be made following discussion in Closed Session.
- 5.2 Appointment of Executive Director of the South Metropolitan Higher Education Consortium
RECOMMENDATION: (Board Members/Executive Officers Only)
A recommendation for the appointment of Executive Director of the South Metropolitan Higher Education Consortium will be made following discussion in Closed Session.

Institutional

- 5.3 First Reading, Board Policy G-7, Employee Paid Holiday Benefits (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the First Reading of Board Policy G-7, Employee Paid Holiday Benefits, as revised.
- 5.4 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.
- 5.5 Review of Verbatim Recordings of Closed Session Meetings (Enclosure - Board Members Only)
RECOMMENDATION:
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.
- 5.6 Schedule for Summer Work Hours (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves that the College be closed on Fridays during the summer of 2018 from May 25 through August 10. Monday – Thursday work and operating hours for employees will be adjusted accordingly.

Financial

- 5.7 FY2018 Salary Ranges (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves an upward adjustment of the classification system salary structure applicable to all non-faculty positions for FY2018.
- 5.8 FY2018 Salaries for Hourly Employees, Confidential Support Staff, Managers, and Administrative Employees (Enclosure-Board Members/Executive Officers Only)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the salary increase for hourly employees, confidential support staff, managers and administrative employees for FY2018 as recommended by the President and within the parameters approved by the Board of Trustees.

- 5.9 2017-2020 Agreement Between the Board of Trustees of Community College District No. 515 and Illinois Council of Police Chapter of Prairie State College
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 515 and Illinois Council of Police (ICOPS) Chapter of Prairie State College.
- 5.10 Contract Renewal – South Metropolitan Higher Education Consortium Inside Higher Education Employment Recruitment Advertising (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the annual contract renewal of Inside Higher Education employment/recruitment advertising for the South Metropolitan Higher Education Consortium on behalf of five of its member institutions, in the amount of \$19,065.
- 5.11 Purchase Recommendation – VMware Annual Software and Support (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the purchase of the annual software and support for VMware, which supports the College's virtual environment, from CDW-G under Illinois Community College System Procurement Consortium pricing in the amount of \$12,136.50.
- 5.12 Bid Recommendation – Adult Training and Outreach Center Boiler Retube (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Adult Training and Outreach Center Boiler Retube to the lowest responsible bidder, Oak Brook Mechanical Services, Inc. in the amount of \$19,840 for base bid plus a 10% construction contingency of \$1,984 for a total construction price not to exceed \$21,824.
- 5.13 Lease Recommendation – Xerox Versant 180 Press (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Lease Agreement with Xerox for the Xerox Versant 180 Press with an EFI Fiery Interface, in the amount of \$3,739.69 per month with copies over 40,000 charged at \$0.0417 for color copies and \$0.0117 for black and white copies.
- 5.14 Purchase Recommendation – Burlington English Software (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves purchase of software from Burlington English for 200 seats for two years in the total amount of \$38,400.00.
- 5.15 Budget Transfers – October and November 2017 (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the budget transfers for October and November, as indicated in the enclosure.
- 5.16 2017 Tax Levy Resolution (Enclosure)
RECOMMENDATION:
It is recommended that the Board of Trustees approves the Resolution to Adopt the 2017 Tax Levy, which establishes the level of taxes that will be requested for the College from Cook and Will Counties for the 2017 tax year.

6. REPORTS

- 6.1 President's Report (Enclosure)
- 6.2 President's Cabinet Monthly Reports (Enclosure)
- 6.3 Community and Economic Development FY2017 Annual Enrollment (Enclosure)
- 6.4 2017-2018 Student Government Budget (Enclosure)
- 6.5 Program Advisory Committee Memberships (Enclosure)
- 6.6 Citizen/Special Advisory Committee Memberships (Enclosure)
- 6.7 Monthly Financial Report (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
- 7.1 President's Employment Contract (Enclosure-Board Members Only)

8. CLOSED SESSION

"Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting." 5 ILCS 120/2(c) (11).

- 8.1 Action As a Result of Closed Session, if necessary

9. ADJOURNMENT
