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

**EIGHT HUNDRED TWENTY FOURTH MEETING  
REGULAR MEETING**

**Tuesday – June 30, 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: 1-877-309-2073  
Access Code: 267-893-229**

**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/RECOGNITIONS**
  - 3.1 Seating of New Student Trustee, Mr. Christian M. Ponce
- 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.*

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### *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 823rd Regular Meeting of April 28, 2020; as presented.*

4.1 823rd Regular Meeting – April 28, 2020

(Enclosure)

### **Financial**

4.2 Bills Payable – FY2020

(Enclosure)

### *RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the FY2020 List of Bills Payable for April and May 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, Dental Hygiene

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

*A recommendation for the appointment of an Assistant Professor of Dental Hygiene will be made following discussion in Closed Session.*

5.2 Appointment of Outreach and Engagement Librarian and Assistant Professor

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

*A recommendation for the appointment of an Outreach and Engagement Librarian and Assistant Professor will be made following discussion in Closed Session.*

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- 5.3 Appointment of Interim Dean of Liberal Arts and Social Sciences  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Interim Dean of Liberal Arts and Social Sciences will be made following discussion in Closed Session.*
- 5.4 Appointment of Interim Dean of Math, Natural Sciences, and Academic Standards  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Interim Dean of Math, Natural Sciences, and Academic Standards will be made following discussion in Closed Session.*
- 5.5 Appointment of Interim Dean of Allied Health and Emergency Services  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Interim Dean of Allied Health and Emergency Services will be made following discussion in Closed Session.*
- 5.6 Appointment of Interim Director of Human Resources  
*RECOMMENDATION:* (Enclosure-Board Members/Executive Officers Only)  
*A recommendation for the appointment of an Interim Director of Human Resources will be made following discussion in Closed Session.*
- 5.7 Appointment of Freedom of Information Officer  
*RECOMMENDATION:*  
*It is recommended that the Board of Trustees appoints Ms. Crystal Alston as the Freedom of Information Officer (FOIO).*
- 5.8 Approval of Resignation and Separation Agreement (Enclosure-Board Members Only)  
*RECOMMENDATION*  
*It is recommended that the Board of Trustees accepts the resignation and approves the Separation Agreement with Mr. David Cronan, effective June 2, 2020.*
- 5.9 Approval of Resignation and Separation Agreement (Enclosure-Board Members Only)  
*RECOMMENDATION*  
*It is recommended that the Board of Trustees accepts the resignation and approves the Separation Agreement with Mr. Craig Schmidt, effective June 10, 2020.*
- 5.10 Approval of Resignation and Separation Agreement (Enclosure-Board Members Only)  
*RECOMMENDATION*  
*It is recommended that the Board of Trustees accepts the resignation and approves the Separation Agreement with Ms. Lisa Zeigler, effective June 11, 2020.*

### Institutional

- 5.11 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.*

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5.12 Review of Verbatim Recordings 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 whether verbatim recordings of Closed Session meetings will be destroyed.*

5.13 First and Final Reading -- Board Policy G-8, Employee Leaves of Absence (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves for First and Final Reading, Board Policy G-8, Employee Leaves of Absence, as revised and approves the Resolution Amending Board Policy G-8, Employee Leaves of Absence, for Illinois Community College District No. 515, Counties of Cook and Will, State of Illinois.*

### Financial

5.14 FY2021 Salary Ranges (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves an upward adjustment of two (2) percent to the classification system salary structure applicable to all non-faculty positions for FY2021.*

5.15 CurrIQunet (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves payment for the annual maintenance cost of CurrIQunet in the amount of \$8,400.00.*

5.16 Purchase of Treasurer's Bond (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of a Treasurer's Bond from Briargate Insurance Services, issued by Liberty Mutual Insurance Company in the amount of \$4.750 million at a cost of \$4,750 for the period July 1, 2020 through June 30, 2021.*

5.17 Bid Recommendation – Refuse and Recyclable Material Collection (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the contract with Republic Services, the lowest responsible bidder, for the refuse and recyclable material collection, in the amount of \$15,777.50 for year one; \$16,566.38 for year two; and \$17,394.70 for year three, for a total of \$49,738.58.*

5.18 Renewal Recommendation – ZOHO ManageEngine Products (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the annual renewal of the software license agreement for ZOHO's ManageEngine Products in the amount of \$12,615.30.*

5.19 Contract Approval – PeopleAdmin Service Agreement (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves a one (1) year renewal of the annual subscription for the PeopleAdmin Service Agreement in the amount of \$36,059.43, including add-ons of \$6,829 for a total cost of \$42,888.43.*

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- 5.20 Contract Approval – TurnItIn, LLC (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the three-year contract renewal with TurnItIn, LLC at a total cost of \$34,368.31.*

- 5.21 Purchase Recommendation – Academic Tutoring (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the contract with Academic Tutoring to facilitate a six-week virtual online training for TRiO Educational Talent Search Program participants in Grades 6-10 and Virtual Online ACT/SAT Preparation for program participants in Grades 11 and 12, in the amount of \$37,070.00.*

- 5.22 Purchase Recommendation – Consortium of Academic and Research Libraries Of Illinois (CARLI) Library Database Subscriptions (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the renewal of library database subscriptions from Consortium of Academic and Research Libraries of Illinois (CARLI) from July 1, 2020 through June 30, 2021, in the amount of \$45,985.08.*

- 5.23 Purchase Recommendation – EBSCO Library Database Subscriptions (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the renewal of library database subscriptions from EBSCO from July 1, 2020 through June 30, 2021, in the amount of \$19,760.00.*

- 5.24 Purchase Recommendation – Laptops, Cases, Storage Cabinets and Wi-Fi Hotspots (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of laptops to ensure every student, full-time staff member, manager, administrator, part-time faculty, and full-time faculty have access to one laptop during their academic career or employment; cases; storage cabinets; and the purchase of a limited number of Wi-Fi hotspots for use by students who may need them, for a total cost of \$309,000.00.*

- 5.25 Purchase Recommendation – Chemistry Lab Kits, Cameras, Whiteboards, and Computers (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of lab kits, cameras, whiteboards, and computers for chemistry classes, for a total cost of \$37,038.00.*

- 5.26 Purchase Recommendation – Personal Protective Equipment (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the purchase of Personal Protective Equipment and other materials to ensure the campus and its employees can stay safe throughout the pandemic, at a cost of up to \$60,000.00.*

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5.27 Budget Transfers – April and May 2020 (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the budget transfers for April and May 2020 as indicated in the enclosure.*

5.28 Approval of Funds Transfer (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the resolution to transfer \$5,000,000 from the Working Cash Fund to the Education Fund.*

5.29 FY2021 Tentative Budget (Enclosure)

*RECOMMENDATION:*

*It is recommended that the Board of Trustees approves the FY2021 Tentative Budget and adopts the Resolution on the Notice of Public Hearing, as presented. The FY2021 Tentative Budget will be revised if necessary and brought before the Board of Trustees for final approval following the Public Hearing on September 29, 2020 at 5:00 p.m. CDT.*

**6. REPORTS**

6.1 Monthly Financial Report (April and May) (Enclosure)

**7. ITEMS FROM THE BOARD OF TRUSTEES**

7.1 Board Goals (Enclosure-Board Members Only)

7.2 Schedule for Future Board/College Events (Enclosure)

7.3 ICCTA/ACCT Report

**8. CLOSED SESSION**

8.1 Action As a Result of Closed Session, if necessary

**9. ADJOURNMENT**

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