

TO: The College Community

FROM: Dr. Judy Mitchell

DATE: June 24, 2020

SUBJECT: Board of Trustees Meeting, June 24, 2020: Summary of Action Items

The Board recognized and honored the following:

1. Board of Trustees approval of resolution honoring Retiree Pam Dilday
2. Board of Trustees approval of resolution honoring Retiree Pete Comanda
3. Board of Trustees approval of resolution honoring Retiree Julia Bradley
4. Board of Trustees approval of resolution honoring Retiree Gladys Hughes
5. Board of Trustees approval of resolution honoring Retiree Vivian Van Donk
6. Board of Trustees approval of resolution honoring Retiree Roberta Kafka

The Board approved or accepted the following:

1. Approval of minutes for regular monthly meeting May 13, 2020
2. President recommends approval of the FY21 2.75% salary increase for administrators/professional staff
3. President recommends acceptance of resignation of vice president of administrative services
4. President recommends acceptance of resignation of executive director of human resources
5. President recommends acceptance of resignation of vice president of academic affairs
6. President recommends appointment of interim executive director, human resources
7. President recommends appointment of interim police chief
8. President recommends appointment of interim vice president, academic affairs
9. President recommends appointment of interim vice president, administrative services
10. President recommends appointment of interim chief financial officer, administrative services
11. President recommends appointment of interim dean, nursing, health and public services
12. President recommends appointment of temporary dean, arts & sciences
13. President recommends appointment of executive director of diversity, equity, inclusion and compliance
14. President recommends approval of Senior Vice President of Student Development (Temporary Assignment)
15. President recommends the approval of appointment of one full-time assistant professor, nursing (tenure track)
16. President recommends the approval of appointment of one temporary full-time assistant professor, natural sciences/physical education (non-tenure track)
17. President recommends the approval of appointment of one full-time associate professor, accounting (tenure track)
18. President recommends the approval of appointment of one full-time assistant professor, veterinary (tenure track)
19. President recommends the approval of appointment of one full-time assistant professor, automotive tech (tenure track)
20. President recommends the approval of appointment of one full-time assistant professor, industrial maintenance tech (tenure track)
21. President recommends the approval of a change in retirement date as requested by one faculty member
22. President recommends the approval of an agreement with the Joliet United Adjunct Coalition (IEA-NEA) for collective bargaining agreement extension

23. President recommends approval of the FY21 2.75% salary increase for eligible non-union support staff
24. President recommends reappointment of grant-funded professional staff for FY21
25. President recommends reappointment of grant f-funded support, clerical and other/temporary staff for FY21
26. President recommends non-reappointment professional staff that are at least 50% funded by federal, state and local grant programs
27. President recommends non-reappointment support, clerical and other staff that are at least 50% funded by federal, state and local grant programs
28. President recommends approval of workers compensation settlement case number: 30178020995-0001
29. President recommends approval of the FY21 2.75% salary increase for eligible non-union part-time staff
30. President requests acceptance of the report on replacement of full and part-time classified employees, as presented
31. The President recommends approval to pay the listing of bills for the period ending May 31, 2020 as presented
32. President recommends approval to award bids/contracts as follows under Business Services:
  - a. Bid - Bleacher Maintenance  
Provide bleacher inspections and repairs  
BR Bleachers, Woodstock, IL \$44,830.00
  - b. Bid- Refuse & Recyclable Material Collection  
Waste pick-up and recycling services  
Republic Services, Joliet, IL \$1,948.00/month in summer  
\$2,159.00/month for remaining academic year
  - c. Contractual Service – Eckenhoff Saunders: Respiratory Therapy  
Provide architectural & engineering services for the respiratory therapy program in U-building  
Eckenhoff Saunders, Chicago, IL \$99,900.00
  - d. Contractual Service – Hamilton Consulting Engineers: City Center Site Design  
Provide site/civil engineering services for the site design at the City Center Campus  
Hamilton Consulting Engineers, Inc., Joliet, IL \$100,000.00
  - e. Contractual Service – Legat Architects: Pedestrian Bridge  
Provide architectural & engineering services for the design of a pedestrian bridge from the J to T-buildings  
Legat Architects, Chicago, IL \$668,396.00
  - f. Contractual Service – Legat Architects: Campus Police Remodel  
Provide architectural & engineering services for the design/remodel of the Campus Police facility  
Legat Architects, Chicago, IL \$450,095.00

- g. Contractual Service – The Kaleidoscope Group (over 10% of previously awarded board amount for Diversity, Equity and Inclusion support)  
Provide JJC additional support services for the Diversity, Equity and Inclusion Plan  
The Kaleidoscope Group, Chicago, IL \$33,700.00
- h. Professional Services – Curry & Associates  
Provide legislative representation on behalf of Joliet Junior College  
Curry & Associates, LLC, Mt. Zion, IL \$5,000/month
- i. Professional Services – The Wellington Group  
Provide temporary services for employment and onboarding in the Human Resources department  
The Wellington Group, Geneva, IL \$68,800.00
- j. RFP – Benefits Broker & Consulting Group  
Provide broker administration and consulting services for all of JJC’s employee benefits  
Gallagher Benefit Services, Inc., Rolling Meadows, IL \$65,868.00
- k. Sole Source – Burlington English (over 10% previously awarded board amount)  
Purchase web-based instructional software for adult education English as a second language (ESL) students  
Burlington English, Boca Raton, FL \$35,880.00
- l. Sole Source – Chicago Billboards  
Provide billboard advertisement  
Chicago Billboards, Naperville, IL \$26,500.00
- m. Sole Source – Economic Modeling, LLC  
Purchase the annual license for EMSI analyst and profile analytics  
Economic Modeling, LLC, Moscow, ID \$16,500.00
- n. Sole Source – Essential Education  
Purchase online instructional software for high school equivalency students in the adult education department  
Essential Education, Corvallis, OR \$11,800.00
- o. Sole Source – Facebook  
Advertisement of JJC events and registration periods  
Facebook, Menlo Park, CA \$40,000.00
- p. Sole Source – HubSpot  
Provide landing pages and website connectivity to students  
HubSpot, Cambridge, MA \$19,584.00
- q. Sole Source – Pearson Publishing  
Purchase textbooks for the adult education department  
Pearson Publishing, Upper Saddle River, NJ \$23,841.00

- r. Sole Source – ProctorU  
Provide online proctoring for the college’s summer math courses  
ProctorU, Birmingham, AL \$6.00/test
  - s. Sole Source – Respondus  
Extend current licenses for Respondus 4.0, Lockdown browser and Studymate software products  
Respondus, Redmond, WA \$10,785.00
33. Approval of the Treasurer’s Report
  34. Approval of the Financial Report
  35. Board of Trustees Approval of Budget FY 2021
  36. Motion to suspend rules temporarily to allow for Public Comment on FY 2021 Budget
  37. Motion to return to Regular Session
  38. President requests approval of the administrative recommendation for the FY 2021 Budget
  39. Board of Trustees approval of resolution to transfer funds from the working cash funds to the education and operations and maintenance fund
  40. Board of Trustees approval of resolution to transfer funds from education fund to operations & maintenance restricted fund
  41. Board of Trustees approval of resolution to transfer funds from operations and maintenance to operations & maintenance restricted fund
  42. Board of Trustees approval of Fall 2020 online fee recommendation
  43. Board of Trustees approval of Protection Health & Safety Project – Keyless Entry Phase XII
  44. Board of Trustees approval of Protection Health & Safety Project – Replace AHU & Provide Colling to Second Floor G-Building
  45. Board of Trustees approval of Protection Health & Safety Project – Theatre Stage Floor
  46. Board of Trustees approval of Protection Health & Safety Project – Security Cameras Replacement Phase III
  47. Second Reading Board Policy 10.01.01 Responsible Use of Information Technology
  48. Approval and Third Reading of Board Policy 1.06.00 Organizational Structures and Shared Governance
  49. Approval and Third Reading of Board Policy 2.04.19 Fringe Benefits for Full time Administrators and Professional Staff (modification #2.5.1)
  50. Approval and Third Reading of Board Policy 2.04.20 Fringe Benefits for Full time College Support Staff (non-union) (modifications #2.5.2)