

**TO:** The College Community

**FROM:** Dr. Judy Mitchell

**DATE:** May 13, 2020

**SUBJECT:** Board of Trustees Meeting, May 13, 2020: Summary of Action Items

The Board recognized and honored the following:

1. Recognition of Outgoing Student Trustee
2. Appointment of new Student Trustee
3. Oath of Office and seating of new Student Trustee
4. Resolution honoring retiree Tom Feldman
5. Resolution honoring retiree John Griffis
6. Resolution honoring retiree Clay Kirkland
7. Resolution honoring retiree Kathleen Wolz
8. Resolution honoring retiree Barbara Butler

The Board approved or accepted the following:

1. Approval of minutes for regular monthly meeting April 29, 2020
2. President recommends termination of one full time clerical employee
3. President requests acceptance of the report on replacement of full and part-time classified employees, as presented
4. The President recommends approval to pay the listing of bills for the period ending April 30, 2020 as presented
5. President recommends approval to award bids/contracts as follows under Business Services:
  - a. Contractual Service – Blue Cross Blue Shield BPA for HMO  
Provide a fully insures HMO plan for eligible employees  
Blue Cross Blue Shield, Chicago, IL \$835,937.00
  - b. Contractual Service – Blue Cross Blue Shield Administrative Services Only for Medical and Dental  
Provide claims administration for employee medical (PPO) and dental insurance plans  
Blue Cross Blue Shield, Chicago, IL \$407,933.00
  - c. Contractual Service – Express Scripts  
Provide pharmacy benefit management services for prescription benefits for eligible employees  
Express Scripts, St. Louis, MO As-needed

- d. Contractual Service – Symetra  
Provide stop-loss coverage for the college’s self-funded employee health insurance (PPO) plan  
Symetra, Bellevue, WA \$576,428.00
  
- e. Contractual Service – RPM Design & Production (over 10% of previously approved Board amount)  
Printing of Fall Registration Guides  
RPM Design and Production, St. Charles, IL \$96,643.44
  
- f. Contractual Service – Trimdata Fa-Link Service Extension  
Provide FA-Link Software  
Trimdata Corporation, Annapolis, MD \$23,125.00
  
- g. Contractual Service – TMA  
Cloud hosting of Webtma software and database  
TMA Systems, Tulsa, OK \$25,470.00
  
- h. Sole Source – Alpha Media  
Provide radio advertisement for class registration  
Alpha Media, Crest Hill, IL \$54,935.00
  
- i. Sole Source – Electude  
Purchase automotive digital course materials for resale  
Electude, Waltham, MA As-needed
  
- j. Sole Source – Grundy County Broadcasters (over 10% of previously approved Board amount)  
Provide radio commercials on Morris radio stations WCSJ and WJDK  
Grundy County Broadcasters, Inc., Morris, IL \$12,100.00
  
- k. Sole Source – Johnson Controls: Building Automation Systems for B-Building Boiler  
Provide updates controls to the new boiler in B-Building  
Johnson Controls, Calumet City, IL \$51,200.00
  
- l. Sole Source – PhotoShelter  
Provide a cloud-based multi-user digital asset management software  
PhotoShelter, Inc., New York, NY \$7,800/year
  
- 6. Approval of the Treasurer’s Report

7. Approval of the Financial Report
8. Board of Trustees approval of resolution to adopt Tentative FY 2020-2021 Budget and placement of Budget on public display
9. Second Reading Board Policy 1.06.00 Organizational Structures and Shared Governance
10. Second Reading 2.04.19 Fringe Benefits for Full time Administrators and Professional Staff (modification #2.5.1)
11. Second Reading 2.04.20 Fringe Benefits for Full time College Support Staff (non-union)(modification #2.5.2)
12. Approval and Third Reading Board Policy 1.10.01 Officers of the Board – Duties
13. Approval and Third Reading Board Policy 1.11.00 Board Member Development
14. Approval and Third Reading Board Policy 1.45.02 Citizen Additions to Board Meeting Agenda
15. Approval and Third Reading Board Policy 4.16.00 Grades (modification #6.7.1)
16. Approval and Third Reading Board Policy 6.7.2 Auditing Courses (Rescind)
17. Approval and Third Reading Board Policy 6.7.3 Grading Policy for Withdrawals (Rescind)
18. Approval and Third Reading Board Policy 8.01.02 College Indebtedness
19. Approval of Ministerial Update to Board Policy 2.01.01 Prohibition of Sexual Discrimination, Harassment and Misconduct