

TO: The College Community

FROM: Dr. Judy Mitchell

DATE: April 29,2020

SUBJECT: Board of Trustees Meeting, April 29, 2020: Summary of Action Items

The Board recognized and honored the following:

1. Asian Heritage Month proclamation

The Board approved or accepted the following:

1. Approval of minutes for regular monthly meeting March 11, 2020
2. President recommends approval of retirement date as requested by one administrator
3. President recommends approval of the appointment of one assistant professor, theatre, fine arts (tenure track)
4. President requests acceptance of the report on replacement of full and part-time classified employees, as presented
5. President requests approval of faculty columnar advancement schedule
6. The President recommends approval to pay the listing of bills for the period ending March 31, 2020 as presented
7. President recommends approval to award bids/contracts as follows under Business Services:
 - a. Consortium – OFFICE SUPPLY DESKTOP DELIVERY PROGRAM
Provide Desktop Delivery of Office Supplies
Office Depot, Boca Raton, FL As-needed
 - b. Contractual Service – CONDENSED CURRICULUM INTERNATIONAL (OVER 10% OF PREVIOUSLY AWARDED BOARD AMOUNT)
Provide Instruction Services for Non-Credit Career Training Courses
Condensed Curriculum International, Fairfield, NJ \$106,908.70
 - c. Sole Source - ASSESSMENT TECHNOLOGIES INSTITUTE (OVER 10% OF PREVIOUSLY AWARDED BOARD AMOUNT)
Provide a Comprehensive Student Learning Assessment and Review Program for Nursing Students
Assessment Technologies Institute, Leawood, KS \$149,778.50
 - d. Sole Source - BURLINGTON ENGLISH (OVER 10% OF PREVIOUSLY AWARDED BOARD AMOUNT)
Purchase web-based Instructional Software for Adult Education English as a Second Language (ESL) Students
Burlington English, Boca Raton, FL \$31,080.00
 - e. Sole Source - FANUC AMERICA CORPORATION ROBOT
Purchase of Fanuc America Corporation Robot for the Electrical/Electronic Automated Systems

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| Courses | | |
| Aidex Corporation, Rossville, IN | | \$40,130.00 |
| f. Sole Source - JOHNSON CONTROLS | Provide preventative maintenance Services for the HVAC Equipment at Main Campus
Johnson Controls, Inc., Calumet City, IL | \$169,582.00 |
| g. Sole Source - NATIONAL SAFETY COUNCIL (OVER 10% OF PREVIOUSLY AWARDED BOARD AMOUNT) | Purchase Class Materials for Traffic School Courses
National Safety Council, Itasca, IL | \$131,250.00 |
| h. Sole Source - TEXTBOOK/RESALE MERCHANDISE PROCUREMENT | Purchase Textbooks/Merchandise for Resale in the JJC Bookstore
Various | As-needed |
8. Approval of the Treasurer's Report
 9. Approval of the Financial Report
 10. Board of Trustees approval of reimbursement of employee work-from-home expenses
 11. Board of Trustees approval of Summer 2020 Course Fee and Online Fee Recommendation
 12. Second Reading Board Policy 1.10.01 Officers of the Board – Duties
 13. Second Reading Board Policy 1.11.00 Board Member Development
 14. Second Reading Board Policy 1.45.02 Citizen Additions to Board Meeting Agenda
 15. Second Reading Board Policy 4.16.00 Grades (modification #6.7.1)
 16. Second Reading Board Policy 6.7.2 Auditing Courses (Rescind)
 17. Second Reading Board Policy 6.7.3 Grading Policy for Withdrawals (Rescind)
 18. Second Reading Board Policy 8.01.02 College Indebtedness