



REPORT TO THE BOARD OF TRUSTEES

JUNE 28, 2022



MISSION

The College of Lake County is a comprehensive community college committed to equitable high-quality education, cultural enrichment and partnerships to advance the diverse communities we serve.

VISION

The College of Lake County is a leader in providing innovative education and workforce solutions.

STRATEGIC PILLARS

Access and Success for Students
Equity and Inclusion
Teaching and Learning Excellence
Community and Workforce Partnerships
Collaborative Culture
Strategic Use of Resources



College of Lake County
Community College District No. 532
June 28, 2022, 5:00 PM
Room A011
19351 W. Washington St., Grayslake, IL

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a regular meeting on Tuesday, June 28, 2022, at 5:00 PM, in Room A011, 19351 W. Washington St., Grayslake, Illinois. **This meeting will be in person.** For purposes of convenience or for those who do not wish to attend the meeting in person, the College will live stream the meeting via YouTube at: <https://youtu.be/BiRmLWulozg>.

Members of the public will be offered an opportunity to address the Board during the public comment portion of the meeting. **Board Policy 124.1, Public Participation**, which can be found in the [College of Lake County Policy Manual](#), sets forth the College's guidelines for public comment. Members of the public who wish to address the Board in person must provide their name via email to president@clcollinois.edu by 3:00 PM on the date of the meeting. Individuals will be called to the podium when it is their time to address the Board.

All individuals attending the Board meeting in person must follow the COVID-19 protocols established by the College at the time and date of the meeting. Face coverings are recommended, but not required, if you are attending the Board meeting in person. Individuals entering any College building or facility are representing to the College that they are not experiencing any COVID-19 symptoms and that they are not under a quarantine protocol related to COVID-19.

Agenda for Regular Meeting of June 28, 2022

AGENDA

01. Board Convenes the Regular Meeting
 - 1.1 Call to Order and Roll Call
 - 1.2 Board Chair Comments
 - 1.3 Approval of Agenda
 - *1.4 Public Hearing on Fiscal Year 2023 Budget on June 28, 2022 (pp. 1)
02. Approval of Minutes
 - *2.1 Regular Meeting of May 17, 2022
 - 2.2 Closed Meeting of May 17, 2022
03. Receipt of Notices, Communications, Hearings, and Petitions
04. Chair's Report
 - 4.1 Student Trustee Report
05. President's Report
 - 5.1 FY2022 Annual Pre-Audit Presentation
 - 5.2 FY 2023 Budget
06. Approval of Board Policies and Objectives
07. Approval of Financials
 - *7.1 Resolution Approving Reimbursement of Business-Related Travel Expenses (p. 3)
 - *7.2 Resolution Approving and Ratifying Bills, Authorizing Budget Transfers and Accepting Monthly Financial Report (pp. 4-13)
 - *7.3 Resolution Adopting Fiscal Year 2023 Budget (pp. 14-15)
 - *7.4 Resolution Authorizing Transfer of Funds to the Operations and Maintenance Fund (Restricted) for Fiscal Year 2023 Project Priorities (pp.16-18)
08. Approval of Purchasing
 - *8.1 Biddable Items
 - Products
 - Advanced Technology Center Welding Consumables – Metals (Metal Supermarkets) (p. 19)
 - Advanced Technology Center Welding Consumables – Hand Tools (Weldstar) (p. 20)
 - Advanced Technology Center Welding Consumables – Hand Tools (American Gases Corporation) (p. 21)
 - Services
 - E Building HVAC Electrical Project (Boller Construction Company, Inc.) (p. 22)

Agenda for Regular Meeting of June 28, 2022

*8.2 Non-Biddable Items

- Products
 - Maintenance, Repair and Industrial Supplies Spend (Sid Tool Co. DBA MSC Industrial Supply, Inc.) (p. 23)
 - Maintenance, Repair and Operational Supplies Spend (W.W. Grainger, Inc.) (p. 24)
 - Manual Lift and Articulating Lift (United Rentals, Inc.) (p. 25)
 - Skid Loader (Casey Equipment) (p. 26)
 - Lakeshore and Southlake Testing Center Camera Purchase and Installation (Applied Communications Group, Inc.) (p. 27)
 - Bookstore General Merchandise Purchases (Various) (p. 28)
 - Specialty Food for Hospitality and Culinary Management (Various) (p. 29)
 - Course Materials and Digital Content (Various) (pp. 30-31)
 - Library Database Fees, Research Materials and Hosting Fees (Various) (pp. 32-33)
 - IT Software, Licensing, Maintenance and Subscription Agreements (Various) (pp. 37)
 - Online Application Subscription (TargetX.com LLC) (p. 38)
 - Web-Based English as a Second Language (ESL) Instructional Program (Burlington English, Inc.) (p. 39)
 - Annual Postage Spend (United States Postal Service) (p. 40)
- Services
 - Plumbing Services (Ernie Peterson Plumbing, Inc.) (p. 41)
 - Fire Systems Testing and Maintenance (Fox Valley Fire & Safety Co.) (p. 42)
 - Mobile Safety Software (Rave Mobile Safety) (p. 43)
 - Hotspots and Broadband Internet Services (T-Mobile USA, Inc.) (p. 44)
 - Food Services Management Expenses (Aladdin Food Management Services, LLC) (p. 45)
 - Shipping Services (United Parcel Service of America, Inc.) (p. 46)
 - Employee Recruitment Advertising Services (JobElephant.com, Inc.) (p. 47)
 - Constituent and Relationship-Management Software (Blackbaud, Inc.) (p. 48)
 - Project Management Services (Cotter Consulting, Inc.) (p. 49)
 - Investment Advisory Services (PFM Asset Management LLC) (p. 50)

09. Approval of Contracts and Grants

- *9.1 Appoint Legal Counsel and Authorization to Approve Legal Services Agreement (p. 51-52)
- *9.2 Acceptance of the Illinois Community College Board's Career and Technical Education Perkins Postsecondary Program Grant (p. 53)
- *9.3 Acceptance of the Illinois Community College Board's Early Childhood Access for Equity Grant (p. 54)
- *9.4 Acceptance of the Diverse Workforce Supports Grant (p. 55)
- *9.5 Acceptance of Baxter International Foundation's Community Grant Program Grant (p. 56)

Agenda for Regular Meeting of June 28, 2022

- *9.6 Acceptance of the Illinois Green Economy Network Subcontract (p. 57)
- *9.7 Acceptance of Illinois Community College Board Adult Education and Family Literacy Grant (p. 58)

10. Approval of Programs

- *10.1 Resolution Authorizing the Submittal of the Fiscal Year 2024 Resource Allocation Management Plan (RAMP) (pp. 59-60)

11. Approval of Human Resources Recommendations

- *11.1 Resignations and Retirements (pp. 61-62)
- *11.2 Personnel and Position Changes (pp. 63-79)
- *11.3 Full-Time Employment
 - Faculty Hires (p. 80-83)
 - Probationary Period Completion (pp. 84-86)
 - FY 2023 Employment Contracts Administrative and Professional Personnel (pp. 87-89)
 - FY 2023 Employment Contracts Specialist Personnel (pp. 90-96)
 - Sabbatical Leaves of Absence (pp. 97)
 - Professional Hire (p. 98)
 - Contract for Vice President of Student Development (p. 99)

Note: Copies of all proposed employee contracts are available at <http://dept.clcillinois.edu/pre/contracts/contractsjune2022.pdf> or by contacting the CLC Human Resources office at 19351 W. Washington Street, Room T102, Grayslake, IL.

- *11.4 Promotions and Transfers (p. 100-101)
- 11.5 Staff Benefits
- 11.6 Other

12. Closed Meeting

13. Other Matters for Information, Discussion or Action

14. Adjournment

* Report Enclosed

AGENDA ITEM 1.4 NEW BUSINESS

1.4 PUBLIC HEARING ON FISCAL YEAR 2023 BUDGET ON JUNE 28, 2022

The public hearing on the Fiscal Year 2023 Budget is included as part of the regular Board meeting scheduled for 5:00 p.m. on June 28, 2022. The format for the hearing is as follows:

1. Chair calls the hearing to order.
Chair makes reference to the notice of the hearing published in the *Daily Herald* and *Lake County News Sun*. Business Services & Finance has made the budget on file and conveniently available for public inspection at the College of Lake County public website (www.clcillinois.edu/budget). Requests for a pdf file of the tentative FY 2023 budget could also be made to the College's Finance Department's Controller, Connie Kravitz, at ckravitz@clcillinois.edu.
2. Chair opens the hearing for questions from the audience regarding the proposed Fiscal Year 2023 Budget.
3. At the conclusion of questions and discussions on the proposed Fiscal Year 2023 Budget, the Chair declares the public hearing closed.

As published May 27, 2022 in the *Daily Herald* and *Lake County News Sun* newspapers.

NOTICE

PUBLIC NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, that commencing at 10:00 a.m. on May 27, 2022, a tentative budget for said District for the fiscal year beginning July 1, 2022 and ending June 30, 2023 will be on file and conveniently available for public inspection (Illinois Public Community College Act 110 ILCS 805/3-20.1) at the College of Lake County website (www.clcillinois.edu/budget). Requests for a pdf file of the tentative FY 2023 budget can be made to the College's Finance Department's Controller Connie Kravitz at ckravitz@clcillinois.edu.

PUBLIC NOTICE IS FURTHER GIVEN that a public hearing will be held on said budget at 5:00 p.m. on the 28th day of June 2022 at 19351 West Washington Street, Room A011, Grayslake, Illinois.

DATED at Grayslake, Illinois this 17th day of May 2022.

Board of Trustees
Community College District No. 532
County of Lake and State of Illinois

Published in Daily Herald May 27, 2022 (4582876)

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AGENDA ITEM 7.1 – FINANCIAL

7.1 RESOLUTION APPROVING REIMBURSEMENT OF BUSINESS-RELATED TRAVEL EXPENSES

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

WHEREAS, the list of reimbursements for business-related travel expenses is required to be approved by the Board of Trustees in accordance with the College of Lake County Policy 108 and Policy 960 and 50 ILCS 150/1 et seq.; and

WHEREAS, the monthly expenses to be approved pursuant to 50 ILCS 150/1 et seq., are set forth below;

NOW BE IT RESOLVED that the Board of Trustees approves the reimbursement for business-related travel expenses in the amount of \$4,512.80 for registration and travel associated with the American Association of Community Colleges (AACC) convention.

PASSED this 28th day of June 2022 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution approving reimbursement of business-related travel expenses.

AGENDA ITEM 7.2 – FINANCIAL

7.2 RESOLUTION APPROVING AND RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING MONTHLY FINANCIAL REPORT

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

WHEREAS, the list of bills has been provided to the Board of Trustees in accordance with the College of Lake County Policy 713 – Approval of Bills for Payment; and

WHEREAS, the full details of the monthly financial report are contained in this document and a summary is attached hereto; and

WHEREAS, budget transfers in the amount of \$305,419.64 are recommended to the Fiscal Year 2022 Budget and are attached hereto;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover, accepts the monthly financial report and approves/ratifies and authorizes the Treasurer to make budget transfers in the amount of \$305,419.64.

PASSED this 28th day of June 2022 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution approving and ratifying bills, authorizing budget transfers and accepting the monthly financial report.

AGENDA ITEM 7.2 – FINANCIAL

FY 22 BUDGET TRANSFERS

	<u>Account No.</u>	<u>Department</u>	<u>Account Description</u>	<u>Increase Budget</u>	<u>Decrease Budget</u>	<u>Reason</u>
1)	574000 02 00076 7060 01 536000 02 00002 7010 01	Plant Utilities HVAC	Water Sewage Office Services	\$ 47,582.00	\$ 47,582.00	Cover Utility Expense Remainder FY22
2)	573000 02 00076 7060 01 517001 02 00072 7020 01 512006 02 00078 7080 01 516004 02 00078 7080 01 512004 02 00078 7080 01 517004 02 00022 7020 01 517007 02 00093 8040 01	Plant Utilities Custodial Facilities Administration Facilities Administration Facilities Administration Custodial LSC Campus Services	Electricity Custodial Maintenance Staff/FT Professional Staff Full-time Clerical Staff Overtime Specialist Staff Overtime Custodial Maintenance Staff/OT Campus Services Staff/OT	\$ 219,908.00	\$ 145,000.00 \$ 72,133.00 \$ 325.00 \$ 250.00 \$ 1,000.00 \$ 1,200.00	Cover Utility Expenses Remainder FY22
3)	566000 02 00093 8040 01 541010 02 00093 8040 01 534008 02 00093 8040 01	Campus Services Campus Services Campus Services	Lease/Purchase Payment Install Computer Supplies Computer Software Maintenance	\$ 37,929.64	\$ 20,000.00 \$ 17,929.64	Support Centralized Print Management
	TOTAL TRANSFERS - ALL FUNDS			<u>\$ 305,419.64</u>	<u>\$ 305,419.64</u>	

Operating Funds
Financial Highlights

REVENUE: The revenues in the operating funds reflect 64.4 percent of budgeted revenues through April 2022 as compared to 62.9 percent in April 2021.

As of April 30, 2022, the College had received revenues equal to \$38.4 million in FY 2022 for local taxes. On September 7, 2021, the second installment of the 2020 tax levy was due to the Lake County Treasurer’s Office. The first installment for the 2021 tax levy was mailed out in early May 2022 with a due date of early June 2022. Local tax revenue is budgeted at \$75.0 million for FY 2022.

Also, as of April 30, 2022, student enrollment reflected 82.8 percent of the tuition revenue as compared to 91.6 percent in April 2021. The timing of when students enroll impacts when tuition revenue is recorded. Comprehensive fees are initially recorded in the Education Fund. The adjustment to move the majority of these fees to other funds is reflected in this April 30, 2022, financial report.

Interest rates, for investment purposes, are averaging 1.93 percent for all investments as compared to 0.34 percent at this time last year.

EXPENDITURES: The expenditures in the operating funds as of April 30, 2022, reflect 68.4 percent of budgeted expenditures for the year as compared to 70.0 percent in April 2021. The College is trending on track with the FY 2022 budget plan.



Monthly Financial Report

FOR THE MONTH ENDED

April 30, 2022

**Educational Fund 01
Balance Sheet
As of April 30, 2022**

ASSETS

CASH

Cash In Bank	14,239,272.57
Change Funds	7,300.00

INVESTMENTS

Other Investments	36,666,394.67
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RECEIVABLES

Allowance for Uncoll. Tuition	(1,961,906.33)
Student Tuition Receivable	11,388,112.34
Vendor Receivables	61,638.11

INTER-FUND RECEIVABLE

Receivable from Education Fund	65,798.09
Receivable from Maint. Fund	1,791.43
Receivable from O.B.M. Fund	2,079,096.86
Receivable from Auxiliary Fund	89,781.82
Receivable from Restricted Purpose Fund	33,586,483.75
Receivable from Other Funds	7,190,022.20

Deferred Expenses

Deferred Expenses	36,434.00
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TOTAL ASSETS

	103,450,219.51
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AGENDA ITEM 7.2 – FINANCIAL

LIABILITIES AND FUND BALANCE

LIABILITIES

PAYROLL DEDUCTIONS PAYABLE

Payroll Deductions Payable 3,012.82

ACCOUNTS PAYABLE

Accounts Payable 448,525.27

ACCRUED EXPENSES

Accrued Expense 554,960.00

INTER-FUND PAYABLE

Payable to Maintenance Fund 7,348.00

Payable to Education Fund 9,575,466.23

Payable to O. B. M. Funds 9,055,664.38

Payable to Auxiliary Fund 63,764.41

Payable to Restricted Purpose Fund 21,884,686.50

Payable to Other Funds 25,145,254.10

DEFERRED REVENUES

Total Tuition & Fees 7,339,775.07

OTHER LIABILITIES

Other Liabilities 594,887.25

Vacation Accrual 2,838,275.99

FUND BALANCE

Fund Balance 25,938,599.49

TOTAL FUND BALANCE 25,938,599.49

TOTAL LIABILITIES & FUND BALANCE 103,450,219.51

RECONCILIATION

BEGINNING FUND BALANCE 35,908,206.69

ADD: REVENUE 66,738,288.45

LESS: EXPENDITURES (70,764,989.65)

OPERATING TRANSFERS (5,942,906.00)

ENDING FUND BALANCE 25,938,599.49

College of Lake County
CLC Comparison Fund 01
Statement of Changes in Fund Balance
Month Ending: April 30, 2022

	<u>Year to Date</u>		<u>Prior Year to Date</u>	
	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
<u>INCOME</u>				
Current Taxes	28,378,840.98	42.52%	27,601,243.07	42.78%
T.I.F.A.	92,670.46	0.14%	87,052.10	0.13%
CPPRT Corp Pers Prop Repl Tax	2,326,081.58	3.49%	983,132.20	1.52%
ICCB Credit Hour Grants	7,918,455.58	11.86%	7,266,692.88	11.26%
Vocational Education	575,571.00	0.86%	275,358.50	0.43%
Tuition	25,394,012.87	38.05%	25,851,500.85	40.07%
Graduation Fees	675.00	0.00%	360.00	0.00%
Transcript Fees	58,061.02	0.09%	78,472.88	0.12%
On-line Course Fee	995,864.99	1.49%	1,281,604.23	1.99%
Laboratory Fees	571,302.58	0.86%	403,578.81	0.63%
Payment Plan Enrollment Fee	40,405.00	0.06%	59,920.00	0.09%
Credit By Exam Fees	350.00	0.00%	1,250.00	0.00%
Comprehensive Fees	4,118,893.56	6.17%	4,299,706.60	6.66%
Activity Fee Adjustment	(3,576,205.00)	-5.36%	(3,733,954.00)	-5.79%
Gain(Loss) on Investment	(236,429.52)	-0.35%	(2,312.57)	0.00%
Sweep Accounts	5,510.32	0.01%	8,308.39	0.01%
Library Fines	436.44	0.00%	61.00	0.00%
Miscellaneous Revenue	64,830.59	0.10%	26,896.31	0.04%
Other Revenue/Rebates	9,272.49	0.01%	24,903.08	0.04%
Over Short	(311.49)	0.00%	0.00	0.00%
Total Income	66,738,288.45	100%	64,513,774.33	100%

College of Lake County
CLC Comparison Fund 01
Statement of Changes in Fund Balance
Month Ending: April 30, 2022

	<u>Year to Date</u>		<u>Prior Year to Date</u>	
	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
<u>EXPENDITURES</u>				
Salaries	53,327,281.13	75%	54,617,922.90	76%
Employee Benefits	8,243,973.42	12%	8,336,793.57	12%
Contractual Services	4,150,510.49	6%	3,309,824.66	5%
General Material & Supplies	2,113,481.43	3%	1,822,866.86	3%
Travel/Conference Meeting Exp	279,625.65	0%	183,905.16	0%
Fixed Charges	1,048,942.00	1%	993,037.02	1%
Utilities	49,909.52	0%	423,222.65	1%
Capital Outlay	455,239.53	1%	448,713.65	1%
Other Expenditures	1,096,026.48	2%	1,992,863.55	3%
Total Expense	70,764,989.65	100%	72,129,150.02	100%
Beginning Fund Balance	35,908,206.69		36,924,947.72	
Add: Revenues	66,738,288.45		64,513,774.33	
Less: Expenses	(70,764,989.65)		(72,129,150.02)	
Operating Transfers	(5,942,906.00)		(7,451,014.73)	
Ending Fund Balance	25,938,599.49		21,858,557.30	

AGENDA ITEM 7.2 – FINANCIAL

**Operations & Maintenance Fund
Balance Sheet
As of April 30, 2022**

ASSETS

CASH

Cash In Bank	13,296,234.31
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INVESTMENTS

Other Investments	1,606,059.00
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RECEIVABLES

Vendor Receivables	757.43
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INTER-FUND RECEIVABLE

Receivable from Education Fund	16,433.00
Receivable from O.B.M. Fund	1,679,851.92
Receivable from Restricted Purpose Fund	959,858.08
Receivable from Other Funds	115,496.94

Deferred Expenses

Deferred Expenses	198,249.00
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TOTAL ASSETS

	17,872,939.68
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LIABILITIES AND FUND BALANCE

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable	338,987.10
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INTER-FUND PAYABLE

Payable to Education Fund	730,761.08
Payable to O.B.M. Funds	12,717,359.87
Payable to Auxiliary Fund	72.24
Payable to Restricted Purpose Fund	48,778.53

FUND BALANCE

Fund Balance	4,036,980.86
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TOTAL FUND BALANCE

	4,036,980.86
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TOTAL LIABILITIES & FUND BALANCE

	17,872,939.68
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RECONCILIATION

BEGINNING FUND BALANCE	5,417,145.32
ADD: REVENUE	7,773,754.59
LESS: EXPENDITURES	(8,364,981.05)
OPERATING TRANSFERS	(788,938.00)
ENDING FUND BALANCE	4,036,980.86

**College of Lake County
CLC Comparison Fund 02
Statement of Changes in Fund Balance
Month Ending: April 30, 2022**

	<u>Year to Date</u>		<u>Prior Year to Date</u>	
	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
<u>INCOME</u>				
Current Taxes	7,549,840.18	97.12%	7,342,836.87	97.43%
T.I.F.A.	24,556.42	0.32%	23,158.72	0.31%
Building Rentals	167,617.22	2.16%	148,134.70	1.97%
Other Facility Rentals	22,207.32	0.29%	21,205.80	0.28%
Miscellaneous Revenue	9,533.45	0.12%	1,533.19	0.02%
Total Income	<u>7,773,754.59</u>	<u>100%</u>	<u>7,536,869.28</u>	<u>100%</u>
<u>EXPENDITURES</u>				
Salaries	3,162,083.17	38%	3,312,446.80	41%
Employee Benefits	1,123,646.24	13%	1,211,335.81	15%
Contractual Services	732,231.99	9%	553,231.83	7%
General Material & Supplies	251,595.38	3%	348,783.56	4%
Travel/Conference Meeting Exp	4,881.52	0%	835.80	0%
Fixed Charges	810,736.03	10%	746,701.18	9%
Utilities	2,141,815.82	26%	1,771,501.70	22%
Capital Outlay	154,961.71	2%	87,359.04	1%
Other Expenditures	(16,970.81)	0%	5,001.78	0%
Total Expense	<u>8,364,981.05</u>	<u>100%</u>	<u>8,037,197.50</u>	<u>100%</u>
Beginning Fund Balance	5,417,145.32		6,387,107.12	
Add: Revenues	7,773,754.59		7,536,869.28	
Less: Expenses	(8,364,981.05)		(8,037,197.50)	
Operating Transfers	(788,938.00)		(1,871,183.00)	
Ending Fund Balance	<u>4,036,980.86</u>		<u>4,015,595.90</u>	

7.3 RESOLUTION ADOPTING FISCAL YEAR 2023 BUDGET

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Background: Administration proposed the FY 2023 tentative budget for the College of Lake County to the Board on May 17, 2022. Notice of the public hearing was published in the *Lake County News Sun* and *Daily Herald* on May 27, 2022. The tentative annual budget has been on public display since May 27, 2022. The public hearing was held earlier this evening (Item 1.4). The Resolution Adopting Fiscal Year 2023 Budget is included in this report.

Recommendation: Approve the Resolution Adopting Fiscal Year 2023 Budget.

AGENDA ITEM 7.3 – FINANCIAL

RESOLUTION ADOPTING FISCAL YEAR 2023 BUDGET

WHEREAS, the Board of Trustees of Community College District No. 532, Lake County, State of Illinois, caused to be prepared, in tentative form, a budget, and the Secretary of this Board has made the same conveniently available for public inspection for at least thirty days prior to the final action thereon; and

WHEREAS, a public hearing was held as to such budget on the 28th day of June 2022, notice of said hearing having been given at least thirty days prior thereto as required by law, and all other legal requirements having been complied with;

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Community College District No. 532, Lake County, Illinois as follows:

Section 1. That the fiscal year of said District hereby is fixed and declared to begin July 1, 2022, and end June 30, 2023.

Section 2. That the final budget in the form attached hereto which contains an estimate of the receipts and expenditures from each fund separately, and which the Board deems necessary to defray all necessary expenses and liabilities of the District for the fiscal year, be hereby adopted as the budget of said District for said fiscal year.

ADOPTED AND APPROVED this 28th day of June 2022.

AYES: _____

NAYS: _____

ABSENT: _____

BY: _____
Chair, Board of Trustees

ATTEST: _____
Secretary, Board of Trustees

Agenda Item 7.3
June 28, 2022

7.4 RESOLUTION AUTHORIZING TRANSFER OF FUNDS TO THE OPERATIONS AND MAINTENANCE FUND (RESTRICTED) FOR FISCAL YEAR 2023 PROJECT PRIORITIES

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Background: The following resolution authorizes the transfer of up to \$5,106,833.00 to the Operations and Maintenance Fund (Restricted) as proposed in the FY2023 budget to address strategic priorities. The planned strategic investments for FY2023 from the resources previously outlined, total \$5,106,833.00 and include the following:

Digital Strategy Website Redesign: Content Creation	\$ 300,000.00
Technology Refresh: Annual replacement of aging laptops and desktops	\$ 333,786.00
Technology Infrastructure: Wireless access points, servers, switches, routers and other network equipment	\$ 560,000.00
Grand Opening Events and Outreach for ATC, Brae Loch, LSC	\$ 30,000.00
Small Business Development & International Trade Center Department Operations	\$ 83,244.00
Construction Project Management Software	\$ 50,000.00
Lakeshore Campus Building Repairs: 33 N. Genesee exterior insulation finishing	\$ 83,000.00
Automotive Lab Flooring Repair	\$ 192,000.00
Capital Contingency Fund	\$ 250,000.00
Instructional Equipment Educational Affairs	\$ 264,803.00
Capital Project Management Consulting	\$ 400,000.00
LSC Parking Garage Repairs & Improvements	\$ 450,000.00

AGENDA ITEM 7.4 – FINANCIAL

Master Plan Phase 0 Brae Loch Project: necessary infrastructure for project completion	\$ 810,000.00
Traffic Safety & Road Infrastructure Improvement: create a roundabout intersection at Lancer Lane & University Center Drive	\$1,300,000.00
Total Amount	<u>\$5,106,833.00</u>

Administration requests Board approval to transfer available funds totaling up to \$5,106,833.00 to the Operations and Maintenance Fund (Restricted). Administration will seek approval prior to the use of these funds in accordance with Board Policy.

SUMMARY

Recommended Sources of Funds: Estimated FY2022 Surplus	\$5,106,833.00
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Recommendation: Adopt the resolution authorizing the transfer of funds to the Operations and Maintenance Fund (restricted) for Fiscal Year 2023 project priorities.

AGENDA ITEM 7.4 – FINANCIAL

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS TO THE OPERATIONS AND MAINTENANCE FUND
(RESTRICTED) AND APPROVE PROJECT PRIORITIES**

WHEREAS, there is a need to allocate resources to support the advancement of strategic priorities within the FY2023 budget; and

WHEREAS, the Operations Fund’s estimated FY2022 year-end surplus of \$5,106,833.00; and

WHEREAS, the operating funds have adequate funds available; and

WHEREAS, the Board of Trustees deems that it is in the interest of the College’s long-range financial plans that the Operations and Maintenance Fund (Restricted) receive up to \$5,106,833.00 from the funds listed above.

NOW THEREFORE, Be It Resolved by the Board of Trustees of Community College District No. 532, Lake County, Illinois as follows:

- Section 1. That the statements in the preamble of this resolution are hereby found to be true and correct.
- Section 2. That this Board of Trustees does hereby authorize the permanent transfer of up to \$5,106,833 to the Operations and Maintenance Fund (Restricted).
- Section 3. That the Treasurer of the college district is hereby authorized and directed to take all steps necessary to record appropriate entries on the College’s ledgers to complete the transfer of funds as directed.
- Section 4. That the Board of Trustees does hereby authorize the funding of these strategic one-time priorities totaling \$5,106,833.00
- Section 5. That the Secretary is directed to file a certified copy of this resolution with the Treasurer.

Trustee _____ moved that the foregoing resolution be adopted, and Trustee _____ seconded the motion. Upon the roll being called, the members voted as follows:

AYE: _____

NAY: _____

The Chair declared the resolution duly adopted on June 28, 2022.

Agenda Item 7.4
June 28, 2022

AGENDA ITEM 8.1 - PURCHASING

8.1 BIDDABLE ITEM

Products: Advanced Technology Center – Welding Consumables – Metals

Lead Staff: Richard Ammon, Dean of Engineering, Math and Physical Sciences Division

Funding Source: FY 2021 surplus

Funding Request: n/a

Bids	Amount
Metal Supermarkets*	\$107,263.12
Alro Steel Corporation	\$112,946.19

**Recommended*

Explanation of Purchase: This purchase is for initial metal consumables and non-consumables for the Welding and Fabrication program at the Advanced Technology Center.

Recommendation: Approve a purchase with Metal Supermarkets of Loves Park, IL in a not-to-exceed total amount of \$107,263.12.

AGENDA ITEM 8.1 - PURCHASING

8.1 BIDDABLE ITEM

Products: Advanced Technology Center – Welding Consumables – Hand Tools

Lead Staff: Richard Ammon, Dean of Engineering, Math and Physical Sciences Division

Funding Source: FY 2021 Surplus

Funding Request: n/a

Bids	Amount
Weldstar*	\$35,629.51

**Recommended*

Explanation of Purchase: This purchase is for initial consumables for the Welding and Fabrication program at the Advanced Technology Center

Recommendation: Approve a purchase with Weldstar of Aurora, IL in a not-to-exceed total amount of \$35,629.51.

AGENDA ITEM 8.1 - PURCHASING

8.1 BIDDABLE ITEM

Products: Advanced Technology Center – Welding Consumables – Hand Tools

Lead Staff: Richard Ammon, Dean of Engineering, Math and Physical Sciences Division

Funding Source: FY 2021 surplus

Funding Request: n/a

Bids	Amount
American Gases Corporation*	\$34,786.73
<i>*Recommended</i>	

Explanation of Purchase: This purchase is for initial consumables for the Welding and Fabrication program at the Advanced Technology Center.

American Gases Corporation was the single responsible and responsive bidder for the items awarded.

Recommendation: Approve a purchase with American Gases Corporation of Waukegan, IL in a not-to-exceed total amount of \$34,786.73.

AGENDA ITEM 8.1 - PURCHASING

8.1 BIDDABLE ITEM

Services: E Building HVAC Electrical Project

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2021 surplus

Funding Request: n/a

Bids	Amount
Boller Construction Company, Inc.*	\$334,500.00
Helm Mechanical	\$355,000.00
MG Mechanical Contracting, Inc.	\$394,000.00

**Recommended*

Explanation of Purchase: This purchase is for demolition and replacement of remote condensing units and reconfiguring existing air handling units in building E on the Grayslake campus. The contractor will also upgrade the existing air handler controls and tie the controls to the existing boilers and boiler controls into the emergency power generator.

Recommendation: Approve a purchase with Boller Construction Company, Inc. of Aurora, IL in a not-to-exceed total amount of \$334,500.00.

AGENDA ITEM 8.2 – PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Industrial Supplies

Lead Staff: Richard Ammon, Dean of Engineering, Math and Physical Sciences Division

Funding Source: FY 2022 and FY 2023 budget

Funding Request: n/a

Bids	Amount
Sid Tool Co. DBA MSC Industrial Supply, Inc.*	\$75,000.00

**Recommended*

Explanation of Purchase: This purchase is for industrial supplies to be used by various departments throughout the College, including Computer Numerical Control (CNC), Machine Tool Trades (now Precision Machining Technology), Automotive Technology, Auto Collision Repair Technology and Welding and Fabrication.

Administration is requesting ratification for FY 2022 industrial supply purchases in the amount of \$40,000.00 and approval for the FY 2023 spend of \$35,000.00.

This cooperative purchase is pursuant to 30 ILCS 525/ Governmental Joint Purchasing Act and the College’s Procurement Policy 712 and was competitively bid under the NASPO Value Point Contract Agreement - #8499 MRO for Maintenance, Repair and Industrial Supplies.

Recommendation: Ratify FY 2022 purchases with Sid Tool Co. DBA MSC Industrial Supply, Co. of Davidson, NC in the amount of \$40,000.00 and approve FY 2023 purchases in a not-to-exceed amount of \$35,000.00.

AGENDA ITEM 8.2 – PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Maintenance, Repair and Operational Supplies

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: Higher Education Emergency Relief Funding (HEERF); FY 2023 budget

Funding Request: n/a

Bids	Amount
W.W. Grainger, Inc.*	\$200,000.00

**Recommended*

Explanation of Purchase: This purchase is for tools, cleaning supplies, equipment repair parts, disposable gloves and personal protective gear to be used by various departments throughout the College.

Administration is requesting ratification for FY 2022 maintenance, repair and operational supply purchases in the amount of \$50,000.00 and approval for the FY 2023 spend of \$150,000.00.

This cooperative purchase is pursuant 30 ILCS 525/ Governmental Joint Purchasing Act and the College’s Procurement Policy 712 and was competitively bid under the Educational & Institutional (E&I) Cooperative Contract #CNR01496 for Maintenance, Repair and Operation Supplies.

Recommendation: Ratify FY 2022 purchases with W.W. Grainger, Inc. of Lake Forest, IL in the amount of \$50,000.00 and approve FY 2023 purchases in a not-to-exceed amount of \$150,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Manual Lift and Articulating Lift

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2022 budget

Funding Request: n/a

Bids	Amount
United Rentals, Inc.*	\$37,200.00

**Recommended*

Explanation of Purchase: This purchase was for a used exterior articulating boom lift and a used interior push-around manual lift to be used at the Advanced Technology Center (ATC). The articulating boom lift will be used at all campuses and will provide an opportunity for facilities staff to safely complete tasks such as changing parking lot lights, complete preventative maintenance on greenhouse roof panels, window cleaning, tree trimming and hanging banners.

Pursuant to 110 ILCS 805/3-27.1 (i), purchases of equipment previously owned by some entity other than the district itself, are exempt from the competitive bidding process.

Recommendation: Ratify purchases with United Rentals, Inc. of Stamford, CT in the not-to-exceed amount of \$37,200.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Skid Loader

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2022 budget

Funding Request: n/a

Bids	Amount
Casey Equipment*	\$65,000.00

**Recommended*

Explanation of Purchase: This purchase was for a used skid loader. The skid loader will be used by facilities to clear snow from the Advanced Technology Center (ATC) parking lot areas.

Pursuant to 110 ILCS 805/3-27.1 (i), purchases of equipment previously owned by some entity other than the district itself, are exempt from the competitive bidding process.

Recommendation: Ratify purchase with Casey Equipment of Arlington Heights, IL in the not-to-exceed amount of \$65,000.00.

AGENDA ITEM 8.2 – PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Lakeshore and Southlake Testing Center Camera Purchase and Installation

Lead Staff: Tanya Woltmann, Dean, Academic Success and Student Development

Funding Source: FY 2022 (Southlake \$40,174.00), FY 2023 budget (Lakeshore \$69,826.00)

Funding Request: n/a

Bids	Amount
Applied Communications Group, Inc.*	\$110,000.00

**Recommended*

Explanation of Purchase: This purchase is for the installation of a security camera system for the Southlake Testing Center (which has a previously approved budget of \$40,174.00 that remains unspent), and for the installation of security cameras for the new Lakeshore Testing Center. The camera systems are needed to meet proctoring specifications that allow for additional exams and to ensure exam integrity.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase to Applied Communications Group of Schaumburg, IL for the FY 2023 Lakeshore project in the amount of \$69,826.00 in the cumulative not-to-exceed amount of \$110,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Bookstore General Merchandise

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Various* (see chart below)	\$160,000.00
<i>*Recommended</i>	

Explanation of Purchase: This purchase is for non-textbook general merchandise from various vendors for resale online and in all campus bookstore locations. These items include non-textbook course materials required for college classes such as calculators, uniforms for various programs, nursing equipment, dental instrument kits, art kits and HVAC and automotive tool kits.

The estimated spend with each of the five vendors is outlined in the table below. The actual value of the purchases from individual vendors will vary based on merchandise selected, quantity and market price. The bookstore requests authority to spend up to a not-to-exceed amount of \$160,000.00.

BOOKSTORE ESTIMATED GENERAL MERCHANDISE EXPENDITURES FY 2023		
Vendor	Description	FY23 Estimated Spend
Pepsi	Bottled Beverages	\$25,000.00
D & H Distributing	Electronics	\$60,000.00
El Dorado Trading Group	Electronics	\$25,000.00
Douglas Stewart Company	Electronics	\$25,000.00
Vistar	Snacks and Sundries	\$25,000.00
Total Requested for FY 2023		\$160,000.00

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Pursuant to 110 ILCS 805/3-27.1 (n) contracts for the purchase of perishable foods and perishable beverages are exempt from the competitive bidding process.

Recommendation: Approve a purchase from the vendors listed in the cumulative not-to-exceed amount of \$160,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Specialty Food for Hospitality and Culinary Management

Lead Staff: Jeff Stomper, Dean, Business & Social Sciences

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Various Vendors* (see list below)	\$146,000.00

**Recommended*

Explanation of Purchase: This purchase is for specialty food supplies from distribution vendors to be used in Hospitality and Culinary courses.

Vendor	Total
Fortune Fish of Bensenville, IL	\$32,000.00
Premier Produce, Inc. Franklin Park, IL	\$55,000.00
Midwest Foods of Chicago, IL	\$29,000.00
Whittingham Meats of Alsip, IL	\$30,000.00
Total	\$146,000.00

Pursuant to 110 ILCS 805/3-27.1 (n), contracts for the purchase of perishable foods and perishable beverages are exempt from the competitive bidding process.

Recommendation: Approve a purchase to the vendors listed in the cumulative not-to-exceed amount of \$146,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Course Materials and Digital Content

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Various* (see table below)	\$1,432,000.00

**Recommended*

Explanation of Purchase: This purchase is for course materials from various publishers, wholesalers and digital content providers to make affordable course materials available to students.

The estimated spend with each of the fourteen vendors is outlined in the table below. The actual value of the purchases from individual vendors will vary based on course materials selected, quantity and market price. The bookstore requests authority to spend up to a not-to-exceed amount of \$1,432,000.00.

*Vendors	Estimated Spend
Redshelf	\$400,000.00
McGraw-Hill School Education Holdings	\$360,000.00
Cengage Learning	\$130,000.00
Pearson Education	\$120,000.00
Nebraska Book Company	\$75,000.00
Elsevier	\$75,000.00
Bluedoor	\$70,000.00
Wolters Kluwer Health	\$40,000.00
MPS	\$35,000.00
MBS Textbook Exchange	\$35,000.00
John Wiley & Sons Inc.	\$30,000.00
Sage Publications, Inc.	\$25,000.00
Oxford University Press	\$20,000.00
W.W. Norton & Co., Inc.	\$17,000.00
Total Requested for FY 2023	\$1,432,000.00

Pursuant to 10 ILCS 805/3-27.1 (I), contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports are excluded from the competitive bidding process.

AGENDA ITEM 8.2 - PURCHASING

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase to the vendors listed in the cumulative not-to-exceed amount of \$1,432,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Product: Library Database Fees, Research Materials and Hosting Fees

Lead Staff: Tanya Woltmann, Dean, Academic Success and Student Development

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Various Vendors* (see list below)	\$704,814.00

**Recommended*

Explanation of Purchase: This purchase is for Library database licensing agreements, fees for software-hosting platforms, and the purchase of research material. Each of these resources listed in the table below are reviewed on an annual basis to determine usage and need.

LIBRARY EXPENDITURES			
Item	Description	Type	Amount
U of IL/CARLI	Access to academic databases	College Use Licenses	\$ 97,500.00
Amazon	Purchase of e-books and research materials for the library collection	Books and Research Materials	\$ 5,000.00
Center for Research Libraries	Access to New York Times and database	College Use Licenses	\$ 6,114.00
EBSCO	Online periodical access for research	College Use Licenses	\$ 59,000.00
Gale	Purchase of e-books and research materials for the library collection	Books and Research Materials	\$ 31,500.00
Illinois Heartland Library System	Access to bibliographic records database and Inter-library loan program	College Use Licenses	\$ 31,000.00
INFOBASE Learning	Access to online academic videos for classroom use and e-books for library collection	Books and College Use Licenses	\$ 35,000.00
Innovative Interfaces, Inc.	Hosting fees for software platforms and interfaces for library management	Hosting Fees	\$120,450.00

AGENDA ITEM 8.2 - PURCHASING

Mango	Access to world language database and instructional tools	College Use Licenses	\$ 5,900.00
Mergent	Access to business databases	College Use Licenses	\$ 6,350.00
NILRC	Consortium membership for databases and alternative instructional tools	College Use Licenses	\$ 34,000.00
Overdrive	Purchase of e-books for the library collection	Books and Research Materials	\$ 17,500.00
ProQuest	Access academic database and eBooks	College Use Licenses	\$132,000.00
Rittenhouse	Purchase of books and materials for the medical & sciences collections	Books and Research Materials	\$ 7,500.00
West Publishing Corp	West Law Database Access and Legal Resources for student research	College Use Licenses	\$ 21,000.00
YBP Library Services	Purchase of books and research materials for the library collection	Books and Research Materials	\$ 95,000.00
	Total Requested for FY2023		\$704,814.00

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software, and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase to the vendors listed in the cumulative not-to-exceed amount of \$704,814.00.

AGENDA ITEM 8.2 PURCHASING

8.2 NON-BIDDABLE ITEM

Products: IT Software, Licensing, Maintenance and Subscription Agreements

Lead Staff: Greg Kozak, Chief Information Officer, Information Technology

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Various Vendors* (see list below)	\$3,856,115.00

**Recommended*

Explanation of Purchase This purchase is for FY 2023 IT Software, Licensing, Maintenance and Subscription Agreements. Each of these products is reviewed on an annual basis to address and determine usage and need.

IT SOFTWARE LICENSING, MAINTENANCE AND SUBSCRIPTION SERVICES

Categories and Descriptions	Product Name	FY2023
User Software		
Laptop client access security broker	Netskope	\$ 23,000.00
End-point Protection	Symantec SYMED Bundle	\$ 37,000.00
Productivity and Collaboration Suite	Microsoft Campus Agreement (F1/F3)*	\$ 150,000.00
Password Management tool	Thycotic Secret Server	\$ 20,000.00
Adobe Creative Suite software and Adobe Acrobat PDF management tools	Adobe agreement (F1/F3)*	\$ 111,000.00
PDF Conversion Software	CUTE Software	\$ 100.00
File sharing encryption	Symantec File Share Encryption	\$ 400.00
File comparison software	Beyond Compare / Scooter	\$ 500.00
Digital signage software	Risevision (F1)	\$ 15,750.00
Hololens	Hololens	\$ 9,950.00
After-hours support help	Campus Consortium	\$ 18,000.00
TOTAL USER SOFTWARE		\$ 385,700.00
Academic Software		
Bio/Health Sciences software for Medical Transcriptionist Program	Ahima - Vlab virtual lab enrollment	\$ 5,000.00
EMPS Engineering software hydraulic/pneumatic design	Automation Studio	\$ 3,300.00
System state / management software for academic computers	Deep Freeze	\$ 4,725.00
Bio/Health Sciences Dental Hygiene software	Dentrix	\$ 1,573.00
EMPS Engineering design software	Eac Pro Engineer University Plus SPN4107	\$ 3,780.00
Bus/SocSci computer forensic software	EnCase Forensics software license	\$ 700.00
Bio/Health sciences nursing software	Evolve - eLearn (replaced HealthStream)	\$ 2,226.00

AGENDA ITEM 8.2 PURCHASING

EMPS Computer Aided Manufacturing (CAM) software	Mastercam (DEPCO)	\$ 2,400.00
Business/Social Science CIT subscription providing Microsoft products to students	Azure Dev Tools for teaching	\$ 499.00
Credit card processing software	Nelnet (Fund 3 - renew in July)	\$ 55,000.00
Academic computer lab management software	Netsupport school classroom management soft/maint	\$ 4,000.00
EMPS Computerized Numerical Control (CNC) software	NC Simulation-HLE	\$ 3,500.00
Business/Social Science Accounting software	QuickBooks	\$ 1,000.00
Academic testing (lockdown browser) software	Respondus/Studymate licenses	\$ 16,000.00
Communication Arts language lab management software	Sananko Study - Lab 300 (B117)	\$ 6,300.00
EMPS Computer-Aided Design (CAD) engineering software	Solidworks	\$ 3,100.00
Business/Social Science Statistics Analysis Software	SPSS Statistics-DOEVQLL 85ea (jeff stomper)	\$ 17,200.00
Business/Social Science CIT Subscription Providing VMWare Products to Students	VMWare subscription (a.k.a. Kivuto VMAP)	\$ 1,500.00
Java Software Client Licenses (For Faculty and Staff Who Need It)	Java Licenses	\$ 3,500.00
Virtual Desktop Software	Apporto	\$ 285,000.00
TOTAL ACADEMIC SOFTWARE		\$ 420,303.00

Enterprise Software

SIS (Campus Solutions, Finance, HR, etc.)	PeopleSoft	\$ 560,000.00
Document Imaging System	Image Now	\$ 61,000.00
College Portal for Students and Staff	Campus EAI Portal	\$ 32,970.00
College Mobile App	ModoLabs	\$ 39,900.00
Change Control Software for Audit Purposes	Phire (Audit for PS)	\$ 15,800.00
Security Management Software	PS Firewall (Appspan)	\$ 68,440.00
DB2 Database Licensing Software	Clean Slate	\$ 121,000.00
Database SQL Analysis Tool (Performance Monitoring)	Embarcadero (DbArtisan / Rapid SQL)	\$ 15,000.00
Computer Scheduling Software to Manage Processes	Scheduling Software (NEW)	\$ 53,600.00
Software Used to Transfer Files	SFTp Software (Titanium)	\$ 1,650.00
Hardware Support	Logicalis	\$ 36,750.00
Video Platform for Recording/Distribution of Academic Video	Panopto (Growth & Innovation)	\$ 57,330.00
Learning Management System for Course Materials Online	Canvas (Replaces Blackboard) FUND 03	\$ 260,000.00
Platform for Hosting and Development of OER Materials	PressBooks	\$ 5,500.00
Replacement for SafeAssign (Part of Blackboard	Plagiarism Detection Software	\$ 30,000.00
Virtual Meeting Online Office Hours platform	Zoom-NEW	\$ 30,000.00
Software Link to LMS (Advanced Analysis of Assessments-Nursing)	Testing Analytic Software	\$ 20,000.00
Server Virtualization Software	VMWare/vSphere	\$ 23,500.00
Data Backup Software	Net Backup	\$ 47,700.00
Spam Firewall	Barracuda	\$ 40,000.00
Virtualization Backup Software	VEEAM	\$ 8,000.00
Backup Device	ExaGrid	\$ 29,160.00
Cisco Support	SmartNet	\$ 190,000.00
Enterprise Monitoring Software	SolarWinds	\$ 14,000.00
Firewall Device	Palo Alto	\$ 106,000.00

AGENDA ITEM 8.2 PURCHASING

Secure Certificate	SSL	\$ 6,500.00
Umbrella Insights	Umbrella Insights	\$ 19,000.00
Phone Usage Software	Infortel	\$ 7,000.00
UPS Maintenance	DC Group	\$ 25,000.00
Cost for edu domain	Educause Domain	\$ 200.00
Server Virus Protection	Symantec Server Virus Protection	\$ 4,700.00
SysAid	SysAid - Helpdesk Software (F1/F3)	\$ 14,650.00
Extend Office Phones to Home Devices	Jabber Licenses	\$ 27,332.00
Protect VPN (access to safe devices)	Palo Alto HIP	\$ 26,695.00
Spam Filter	Barracuda	\$ 25,160.00
EMC SAN	EMC SAN (Maintenance)	\$ 88,000.00
Other Hardware Support Services (IBM Servers, etc.)	Park Place	\$ 40,000.00
DAS Maintenance	Wireless Concepts	\$ 45,200.00
Phone System Maintenance	HyperFlex SAAS	\$ 19,000.00
Mac Computer Management	JAMF	\$ 6,000.00
Website Software-Sitefinity	Progress Software	\$ 10,000.00
Task Management Software	Nintex	\$ 50,000.00
Web Accessibility Software	Site Improve	\$ 15,000.00
Web Search Engine	Hawks Search	\$ 22,000.00
Web Event Calendar	Whale Calendar	\$ 15,000.00
Website/Student Portal	System Hosting	\$ 60,000.00
TOTAL ENTERPRISE SOFTWARE		\$ 2,393,737.00
Enterprise Support & Services		
Internet and Telephone Service	Comcast and ICN services	\$ 320,000.00
Vulnerability Management Tool (Year 3 of 3)	Rapid7 Insight VM	\$ 50,000.00
Log Aggregation	Log Aggregation -Splunk	\$ 26,250.00
Anti-virus/Anti-Malware tool	Crowdstrike	\$ 49,000.00
IT Research and Advising	Gartner	\$ 110,000.00
Website Support Services	Website Services (Blue Ocean) previously PR	\$ 25,000.00
Phishing Simulation/Training Tool	SANS	\$ 14,025.00
Malware Analysis Tool	Crowdstrike	\$ 6,000.00
Support	AZURE CLOUD	\$ 5,000.00
Call Accounting	Metropolis Call Accounting	\$ 23,000.00
TOTAL ENTERPRISE SUPPORT & SERVICES		\$ 628,275.00

AGENDA ITEM 8.2 PURCHASING

Enterprise Infrastructure Services		
Microsoft Enterprise Support Incidents	Microsoft Support Pack (5 incidents)	\$ 10,500.00
Incident Response Retainer	CDW	\$ 17,600.00
TOTAL ENTERPRISE INFRASTRUCTURE SERVICES		\$ 28,100.00
TOTAL IT SOFTWARE LICENSING, MAINTENANCE AND SUBSCRIPTIONS		<u>\$ 3,856,115.00</u>

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase from the vendors listed in the cumulative not-to-exceed amount of \$3,856,115.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Online Application Subscription

Lead Staff: Erin Fowles, Dean of Enrollment Services

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
TargetX.com LLC*	\$34,500.00

**Recommended*

Explanation of Purchase: This purchase is for an online application module subscription for the College’s admission form. The add-on application seamlessly integrates with the TargetX Customer Relationship Module (CRM) used to manage prospective student inquiries.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve an agreement from July 1, 2022, through June 30, 2025, with TargetX.com. LLC of Philadelphia, PA in the total not-to-exceed amount of \$34,500.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Web-Based English as a Second Language (ESL) Instructional Program

Lead Staff: Marcy Thompson, Interim Dean, Adult Education and English as a Second Language

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Burlington English, Inc.*	\$65,448.00

**Recommended*

Explanation of Purchase: This purchase is for web-based English as a Second Language (ESL) instructional online program to be used for in-class instruction and for student self-study, practice, homework and test preparation. The program also has specific career program and workforce lessons and ESL Civics instruction required by the Illinois Community College Board (ICCB). It is the only digital program approved by ICCB for ESL and Integrated English Literacy and Civics Education (IELCE) bridge instruction. The program includes reading, writing, listening and pronunciation activities to cover all ESL learning content standards areas.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase with Burlington English, Inc. of Boca Raton, FL in a not-to-exceed amount of \$65,448.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Products: Annual Postage

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
United States Postal Service (USPS)*	\$380,000.00

**Recommended*

Explanation of Purchase: This purchase is for FY2023 postage from USPS. The College’s mail machine and Post Office permit accounts used to expedite mail processing for operations and support marketing and recruiting campaigns for the College are pre-funded at USPS.

Pursuant to 110 ILCS 805/3-27.1 (k), contracts for goods or services procured from another governmental agency are exempt from the competitive bidding process.

Recommendation: Approve purchases with the United States Postal Service of Washington, DC in the not-to-exceed amount of \$380,000.00.

AGENDA ITEM 8.2 – PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Plumbing Services

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: Higher Education Emergency Relief Funding (HEERF), FY 2022 budget

Funding Request: n/a

Bids	Amount
Ernie Peterson Plumbing, Inc.*	\$81,419.00

**Recommended*

Explanation of Purchase: This purchase was for emergency plumbing services such as repair of water mains, power rodding of sewer lines, repair of the drain lines in a storm water ejection pit, and plumbing services used to install 20 bottle fill stations across all campuses while drinking fountains were sealed due to COVID 19.

Recommendation: Ratify emergency purchases with Ernie Peterson Plumbing, Inc. of Waukegan, IL in a not-to-exceed amount of \$81,419.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Fire Systems Testing and Maintenance

Lead Staff: Brian Henry, Chief of Police

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Fox Valley Fire & Safety Co., Inc.*	\$56,000.00

**Recommended*

Explanation of Purchase: This is for the required annual inspection, testing, maintenance and related service of all fire systems and related components protecting College properties.

Administration is requesting approval for a one-time eight (8) month contract to align with the fiscal year. The current contract is active until November 10, 2022.

Pursuant to 110 ILCS 805/3-27.1 (e), contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance or servicing can best be performed by the manufacturer or authorized service agent, are exempt from the competitive bidding process.

Recommendation: Approve an eight (8) month contract from November 10, 2022, through June 30, 2023, with Fox Valley Fire and Safety, Co. of Elgin, IL in a not-to-exceed amount of \$56,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Mobile Safety Software

Lead Staff: Brian Henry, Chief of Police

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Rave Mobile Safety*	\$44,131.20

**Recommended*

Explanation of Purchase: This purchase is for licensing fees for the College’s campus-wide alert system. The software lease agreement incorporates all forms of notification, including voice, email, text, social media and IPAWS-OPEN. Additionally, Rave Mobile Safety is the only emergency messaging system that is integrated into all 9-1-1 systems across the country.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software, and services, are exempt from the competitive bidding process.

Recommendation: Approve an agreement from July 1, 2022, through June 30, 2025, with Rave Mobile Safety of Framingham, MA in a total not-to-exceed amount of \$44,131.20.

AGENDA ITEM 8.2 – PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Hotspots and Broadband Internet Services

Lead Staff: Tanya Woltmann, Dean, Academic Success and Student Development

Funding Source: Higher Education Emergency Relief Fund II (HEERF II), Hispanic-Serving Institution (HSI), FY 2020 surplus

Funding Request: n/a

Bids	Amount
T-Mobile USA, Inc.*	\$154,000.00

**Recommended*

Explanation of Purchase: This purchase is for hotspots and unlimited broadband internet access to support alternative learning delivery methods and remote work environments when off campus. Providing hotspot technology ensures that students and faculty will have access to resources and can complete their courses while off campus. Hotspot access is returned to the College inventory at the end of the semester and redistributed to others as needed.

This cooperative purchase is pursuant to 30 ILCS 525/ Governmental Joint Purchasing Act and the College’s Procurement Policy 712 and was competitively bid under the General Services Administration Agreement (#GS35F0503M) for General Purpose Commercial Information Equipment, Software and Services. This consortium purchase allows for discounted pricing for public sector customers.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a purchase with T-Mobile USA, Inc. of Washington D.C. in a not-to-exceed amount of \$154,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Food Services Management Expenses

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Aladdin Food Management Services, LLC*	\$200,000.00

**Recommended*

Explanation of Purchase: This purchase is to reimburse Aladdin Food Management Services, LLC for FY 2023 internal and external catering and food service purchases, as stipulated in the current food service management contract.

Pursuant to 110 ILCS 805/3-27.1 (n), contracts for the purchase of perishable foods and perishable beverages, are exempt from the competitive bidding process.

Recommendation: Approve an award with Aladdin Food Management Services, LLC of Charlotte, NC in a not-to-exceed amount of \$200,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Shipping Services

Lead Staff: Pat Argoudelis, Director of Business Operations

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
United Parcel Service of America, Inc.*	\$75,000.00

**Recommended*

Explanation of Purchase: This purchase is for shipping services used to ship online orders for students. The College’s Bookstore ships online orders of course materials and supplies to students for fall, spring and summer semesters. In lieu of shipping, students are offered the option to pick up their online orders at any campus bookstore.

This cooperative purchase is pursuant to 30 ILCS 525/ Governmental Joint Purchasing Act and the College’s Procurement Policy 712 and was competitively bid under the State of Illinois Central Management System.

Recommendation: Approve a purchase with United Parcel Service of America, Inc. of Chicago, IL in a not-to-exceed amount of \$75,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Employee Recruitment Advertising Services

Lead Staff: Sue Fay, Executive Director, Human Resources

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
JobElephant.com, Inc. *	\$53,325.00

** Recommended*

Explanation of Purchase: This purchase is for talent recruitment advertising services. This agreement will include centralized recruitment ads and subscription management to improve timeliness and efficiency of invoicing, packaging and placement, guidance and consultation to increase ad visibility and applicant volume and tracking analytics used for monitoring metrics, ensuring return on investment and informing future recruitment advertising strategies.

Pursuant to 110 ILCS 805/3-27.1 (a), contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part, are exempt from the competitive bidding process

Recommendation: Approve a one-year contract from July 1, 2022, through June 30, 2023, with JobElephant.com, Inc. of San Diego, CA in a not-to-exceed amount of \$53,325.00.

8.2 NON-BIDDABLE ITEM

Services: Constituent and Relationship-Management Software

Lead Staff: Kurt Peterson, Executive Director, College of Lake County Foundation

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
Blackbaud, Inc.*	\$120,913.00

**Recommended*

Explanation of Purchase: This purchase is for fundraising and constituent relationship management software and associated services. The College of Lake County Foundation has used Raiser’s Edge, a product of Blackbaud, since 2015 for all phases of the fundraising process. Additional services include vital data updates, wealth screening, embedded website tools that allow for credit card processing and an e-mail marketing platform.

Pursuant to 110 ILCS805/3-27. I (f), the renewal of technology licenses and maintenance and (I) contracts for goods and services, which are economically procurable only from one source, are exempt from the competitive bidding process.

Recommendation: Approve a contract from August 5, 2022, through August 4, 2025, with Blackbaud, Inc. of Charleston, SC in a total not-to-exceed amount of \$120,913.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Project Management Services

Lead Staff: Sue Kilby, Director of Capital, Sustainability and Construction Management Services

Funding Source: FY 2022 surplus

Funding Request: n/a

Bids	Amount
Cotter Consulting, Inc.*	\$400,000.00

**Recommended*

Explanation of Purchase: This purchase is for project management services for the Capital, Sustainability and Construction Management division projects. During design and implementation, these services are critical to managing project deadlines and the successful completion of each project.

Pursuant to 110 ILCS 805/3-27.1 (a), contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part, are exempt from the competitive bidding process.

Recommendation: Approve a contract from July 1, 2022, through June 30, 2023, with Cotter Consulting, Inc. of Burr Ridge, IL in a not-to-exceed amount of \$400,000.00.

AGENDA ITEM 8.2 - PURCHASING

8.2 NON-BIDDABLE ITEM

Services: Investment Advisory Services

Lead Staff: Connie Kravitz, Controller

Funding Source: FY 2023 budget

Funding Request: n/a

Bids	Amount
PFM Asset Management LLC*	\$75,000.00

**Recommended*

Explanation of Purchase: This purchase is for an investment advisory services consultant that will provide the College with recommendations and strategies to increase the annual return on investments.

Pursuant to 110 ILCS 805/3-27.1 (a), contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part, are exempt from the competitive bidding process.

Recommendation: Approve a contract from July 1, 2022, through June 30, 2023, with PFM Asset Management LLC of Chicago, IL for Investment Advisory Services in a not-to-exceed amount of \$75,000.00.

9.1 APPOINT LEGAL COUNSEL AND AUTHORIZATION TO APPROVE LEGAL SERVICES AGREEMENT

Lead Staff: Lori Suddick, President

Funding Source: FY 2023 budget

Background: Pursuant to Board Policy 115, the Board shall annually, by July 1, appoint legal counsel, who, by the direction of the Board, will act as its counsel on legal and related matters. Since 1974, the Board has retained the legal counsel and related legal services of Robbins Schwartz.

Legal counsel and related legal services include the following:

- Provide legal counsel, advice and representation to the Board of Trustees, the President and the College Leadership Team (CLT);
- Coordinate and review legal representation of the College’s other private legal counsel (i.e. insurance defense counsel);
- Represent the College on various legal matters and litigation;
- Direct litigation activities and transactional matters, overseeing attorneys engaged in legal areas of litigation, employment/personnel, labor, transactional and legislative matters.
- Provide procurement and contract review (i.e., competitive bid, request for proposals, bid disputes, construction, professional services and facility use agreements) and assist with negotiations, as necessary;
- Provide advice and representation in matters relating to real estate, labor and employee relations, employment including FMLA/ADA/Workers Compensation related issues, collective bargaining, Title IX, Title 504, personal injury defense, COVID-19 considerations, board policies, board protocols, administrative procedures, and intellectual property matters.
- Provide ongoing guidance for compliance with the Open Meetings Act (OMA) and responses to Freedom of Information Act (FOIA) requests.
- Work with College risk management on matters of litigation to identify and analyze loss exposures and maintain appropriate financial reserves to ensure adequate funding of acknowledged liabilities; and
- Provide legal counsel, guidance and policy analysis to ensure that the College decisions and actions comply with federal, state and local law.

The College will enter into a legal services agreement for FY 2023 with Robbins Schwartz that sets up a mutually agreed assignment and project-based billing approach with defined engagement authorizations and billing protocols for the items described above.

AGENDA ITEM 9.1 – CONTRACTS AND GRANTS

For FY2022, the Board approved \$360,000 in May 2021 for the described services based on projected needs. Over the course of FY22, Robbins Schwartz met the planned obligations, as well as continued to support and provided legal advice in connection with the College's growth initiatives including the ATC and Brae Loch. Their attorneys continued to assist the College in navigating the COVID-19 pandemic and assessing options in connection with building, employee, and student protocols at various times during the year. Robbins Schwartz has represented the College and provided support to appropriate CLT members in collective negotiating matters, both with new and existing bargaining units, consistent with Board guidance. Notably, two existing labor contracts were up for successor negotiations, and there is one new labor contract being negotiated. Their attorneys supported the College in addressing a wide variety of personnel and student matters consistent with applicable policies, procedures, and contracts, while focusing on the vision, mission, and values of the College. Robbins Schwartz also offered many complimentary resources throughout the year, including virtual conferences, webinars, and publications. Given the necessity of advisement related to the items above, additional legal expenses were required. FY 2022 resources from institutional accounts are available for reallocation to cover this additional needed expense of \$55,000.00.

Recommendation: It is recommended that the Board of Trustees appoint Robbins Schwartz, Ltd. as legal counsel, authorize an additional \$55,000.00 for FY 2022 legal expenses, and approve a one (1) year non-exclusive legal services contract with Robbins Schwartz, Ltd. of Chicago, Illinois in a not-to-exceed amount of \$420,000.00.

AGENDA ITEM 9.2 – CONTRACTS AND GRANTS

9.2 ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD’S CAREER AND TECHNICAL EDUCATION PERKINS POSTSECONDARY PROGRAM GRANT

Grantor: Illinois Community College Board

Amount: \$587,709.00

Period: July 1, 2022 - June 30, 2023

Type: Non-Competitive

Matching: None

Lead Staff: Dr. Sonya Williams, Vice President of Education

Purpose: Grant monies will continue to be used to improve student skill attainment and program performance for career and vocational students. In addition, the funding will be used to improve student academic and technical skills, assist with degree and certificate completion, increase student employment placement and retention and increase the enrollments and retention of students in nontraditional careers.

Recommendation: Approve the acceptance of the Career and Technical Education Perkins Postsecondary Program grant in the amount of \$587,709.00 from the Illinois Community College Board.

AGENDA ITEM 9.3 – CONTRACTS AND GRANTS

9.3 ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD’S EARLY CHILDHOOD ACCESS FOR EQUITY GRANT

Grantor: Illinois Community College Board

Amount: \$950,611.68

Period: July 1, 2021 - June 30, 2024

Type: Non-Competitive

Matching: None

Lead Staff: Dr. Sonya Williams, Vice President of Education

Purpose: Grant funds will be used to provide holistic institutional responsiveness to incumbent workers in Early Childhood Education (ECE) including policy and process enhancements to increase enrollment, persistence, completion and transfer; advance racial equity; expand ECE course offerings through the Illinois Community Colleges Online (ILCCO) and establish coaches/mentors for students in the ECE program.

Recommendation: Approve the acceptance of the Early Childhood Access and Equity grant in the amount of \$950,611.68 from the Illinois Community College Board.

AGENDA ITEM 9.4 – CONTRACTS AND GRANTS

9.4 ACCEPTANCE OF THE DIVERSE WORKFORCE SUPPORTS GRANT

Grantor: Governor’s Office of Early Childhood Development and the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA)

Amount: \$125,000.00

Period: June 1, 2022 – December 30, 2022

Type: Competitive

Matching: None

Lead Staff: Dr. Sonya Williams, Vice President of Education

Purpose: Grant funds will be used to implement the *Gateways to Opportunity* Early Childhood Education (ECE) Credential Level 2 competency-based curriculum modules in Spanish virtually to reduce barriers for the diverse early childhood educator workforce. The *Gateways to Opportunity* ECE Credential Levels 2-6 are for early care and education professionals who have a formal college education, training and experience with children (ages 0-8), either in the form of supervised observation or direct work experience.

Recommendation: Approve the acceptance of the Diverse Workforce Supports grant in the amount of \$125,000.00 from the Governor’s Office of Early Childhood Development and the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA).

AGENDA ITEM 9.5 – CONTRACTS AND GRANTS

9.5 ACCEPTANCE OF BAXTER INTERNATIONAL FOUNDATION'S COMMUNITY GRANT PROGRAM

Grantor: Baxter International Foundation

Amount: \$120,000.00

Period: July 1, 2022 - June 30, 2026

Type: Competitive

Matching: None

Lead Staff: Dr. Sonya Williams, Vice President of Education

Purpose: Grant monies will be used to sponsor Maker Week for three years between 2023-2026. Maker Week is a series of events and competitions with science, technology, engineering and math (STEM) and entrepreneurial themes held over a one-week period in April. Events include Lake County Robotics Competition, Mini Maker Faire, Rube Goldberg design competition, The Next Big Idea high school competition, 4H Robotics Showcase, and other events. Funds will also be used to purchase robotics kits for underserved schools, pay for the license and other costs associated with the Maker Faire, award prizes for the various competitions, conduct promotions for the week, and purchase supplies.

Recommendation: Approve the acceptance of the Community Grant Program grant in the amount of \$120,000.00 from the Baxter International Foundation.

AGENDA ITEM 9.6 – CONTRACTS AND GRANTS

9.6 ACCEPTANCE OF THE ILLINOIS GREEN ECONOMY NETWORK SUBCONTRACT

Grantor: Illinois Renewable Energy Trust Fund – Illinois Environmental Protection Agency

Amount: \$108,695.00

Type: Grant Subcontract with Joliet Junior College

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance/CFO

Purpose: The Illinois Green Economy Network (IGEN) has been awarded funding through the Illinois Renewable Energy Trust Fund. Grant monies will be used by CLC to provide for personnel costs for the administration of the statewide Illinois Green Economy Network, a consortium of Illinois community colleges working to grow the green economy. The grant period is from July 1, 2022, to June 30, 2023, and no matching funds are required.

Recommendation: Approve the acceptance of the Illinois Green Economy Network Subcontract in the amount of \$108,695.00 from the Illinois Renewable Energy Trust Fund.

AGENDA ITEM 9.7 – CONTRACTS AND GRANTS

9.7 ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD’S ADULT EDUCATION AND FAMILY LITERACY GRANT

Grantor: Illinois Community College Board

Amount: \$1,556,832.00

Period: July 1 2022 to June 30, 2023

Type: Competitive

Matching: 25% (budgeted)

Lead Staff: Dr. Sonya Williams, Vice President of Education

Purpose: Grant monies provide funding for the operation of the College’s Adult Basic Education, Adult Secondary Education, English as a Second Language, Adult Education Bridge and other transition to college programming.

Recommendation: Approve the acceptance of the Adult Education and Family Literacy Grant in the amount of \$1,556,832.00 from the Illinois Community College Board.

10.1 RESOLUTION AUTHORIZING THE SUBMITTAL OF THE FISCAL YEAR 2024 RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)

Lead Staff: Sue Kilby, Director of Capital, Sustainability and Construction Management Services

The Resource Allocation Management Plan (RAMP) for Fiscal Year 2024 has been prepared for submission to the Illinois Community College Board as required. The report includes the College's proposed facilities projects and renovations, including the project descriptions and costs to meet the instructional and service needs of the college community. These projects are included in the CLC 2020 Master Plan, adopted by the Board in 2021, and are listed in the prioritized order. The RAMP will be submitted to the ICCB as required:

1. Wellness and Health Sciences Center
2. Student Center
3. Conference and Professional Development Center
4. Deferred Maintenance
5. Fine and Performing Arts Expansion
6. Automotive Technician/Collision Repair Expansion

Recommendation: Adopt the attached resolution authorizing the submittal of the Fiscal Year 2024 Resource Allocation Management Plan (RAMP).

AGENDA ITEM 10.1 – PROGRAMS

**10.1 RESOLUTION AUTHORIZING THE SUBMITTAL OF THE FISCAL YEAR 2024
RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)**

WHEREAS, the Illinois Community College Board requires an annual submission of a Resource Allocation Management Plan (RAMP), which shall be submitted by July 1, 2022,

WHEREAS, the administration of the college has carefully prepared such a plan, including a plan for new facilities,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of the College of Lake County, Community College District No. 532, with a quorum present, certifies that it has reviewed and hereby approves the Fiscal Year 2024 Resource Allocation Management Plan (RAMP) for Community Colleges for the College of Lake County, as prepared and submitted.
2. Upon Board approval and under the signatures of the Chair and Secretary, Administration is authorized to forward the RAMP document to the Illinois Community College Board as specified.

PASSED this 28th Day of June 2022.

Chair, Board of Trustees
Community College District 532
County of Lake, State of Illinois

Secretary, Board of Trustees
Community College District 532
County of Lake, State of Illinois

AGENDA ITEM 11.1 - HUMAN RESOURCES RECOMMENDATIONS

11.1 RESIGNATIONS AND RETIREMENTS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date
1	Resignation	Lee, Jenny	Faculty Position Number: 0475 Instructor, English	5/23/2022
2	Resignation	Sandoval, Melanie	Specialist Position Number: 1814 College and Career Navigator, Student Recruitment and Onboarding	6/1/2022
3	Resignation	Cunny, Kara	Specialist Position Number: 1181 Military Affiliated Student Outreach and Programs Coordinator, Student Activities and Inclusion	6/3/2022
4	Resignation	Santos-George, Arlene	Administrator Position Number: 0013 Dean, Adult Education and English as a Second Language	6/3/2022
5	Resignation	Nieto-Chavez, Edgar	Classified Position Number: 1712 Student Records Representative, Student Records	6/17/2022
6	Resignation	Deleon, Dario	Specialist Position Number: 1735 Grants Specialist*, Lakeshore Campus	7/1/2022
7	Resignation	Risner, Lauren	Classified Position Number: 1516 Office Associate, Testing Center	7/1/2022

*Grant/externally funded position.

AGENDA ITEM 11.1 - HUMAN RESOURCES RECOMMENDATIONS

11.1 RESIGNATIONS AND RETIREMENTS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date
8	Resignation	Dzike, Leslie	Specialist Position Number: 1828 Business Analyst, Educational Affairs	7/15/2022
9	Resignation	Williams, Sonya	Administrator Position Number: 0004 Vice President of Education, Educational Affairs	7/21/2022
10	Resignation	Kattenbraker, Karly	Specialist Position Number: 0943 Senior Program Coordinator, Professional Development	7/25/2022
11	Resignation	Onion, Heidi	Classified - Union Position Number: 0115 Police Officer, Police Department	8/19/2022
12	Retirement	Rogers, Eric	Faculty Position Number: 0567 Instructor, Psychology	6/1/2022
13	Retirement	Sanders-Funnye, Sharon	Administrator Position Number: 1762 Director, Student Recruitment and Onboardig	7/31/2022
14	Retirement	Ramirez, Steve	Classified - Union Position Number: 0116 Police Officer, Police Department	12/15/2022
Recommendation: Approve the above actions.				

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

Administration recommends the reassignment of a vacant staff position to enhance student-athlete experiences and outcomes, improve athletic program visibility and recruitment and expand communications to better utilize department resources in areas such as the College’s website, digital media platforms and the Athletic Center’s outdoor jumbotron. The position change is funded through existing budget resources.

The proposed position changes are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Title, Classification, Job Grade	TBD	Classified Position Number: 0211 Administrative Assistant, Athletics and Physical Activity	Specialist Position Number: 0211 Head Women’s Basketball Coach and Communications Coordinator, Athletics and Physical Activity	B22 Non-exempt	B32 Exempt	7/1/2022	TBD
Recommendation: Approve the proposed position changes, effective July 1, 2022.								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

Administration is requesting the authorization to make an offer of full-time employment and set the start date prior to the August 23, 2022 Board meeting. This position is funded in the FY 2023 budget.

The proposed approval is as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Hire Authorization	Vacant	Specialist Position Number: 0255 Tutoring Coordinator, Tutoring Center, Grayslake Campus	N/A	B32 Exempt	N/A	7/1/2022	TBD
<p>Recommendation: Approve the authorization to make an offer of full-time employment and set hire date prior to the August 23, 2022, Board meeting.</p>								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for **Student Development: Tutoring Center**. Aligned with Strategic Pillar 1-Access and Success for Students, the goal of this reorganization is to reduce administrative costs to expand direct student tutoring resources, create equitable tutoring support across all campus locations and establish a Lead Tutor for each academic field of interest. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed position changes and new positions are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Title, Job Grade, FLSA, Status	Vacant	Specialist, Full-time (10 months) Position Number: 0263 Tutoring Specialist, Tutoring Center, Grayslake Campus	Specialist, Full-time (12 months) Position Number: 0263 Tutoring Coordinator Science, Tutoring Center	B23 Non-exempt	B32 Exempt	7/1/2022	TBD
2	New Position	TBD	N/A	Specialist, Part-time (25 hours/42 weeks) Position Number: TBD Lead Tutor Engineering and Physics, Tutoring Center	N/A	B23 Non-exempt	7/1/2022	N/A
3	New Position	TBD	N/A	Specialist, Part-time (25 hours/42 weeks) Position Number: TBD Lead Tutor Science, Tutoring Center	N/A	B23 Non-exempt	7/1/2022	N/A

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
4	New Position	TBD	N/A	Specialist, Part-time (25 hours/42 weeks) Position Number: TBD Lead Tutor Business, Tutoring Center	N/A	B23 Non-exempt	7/1/2022	N/A
5	New Position	TBD	N/A	Specialist, Part-time (25 hours/42 weeks) Position Number: TBD Lead Tutor Writing, Tutoring Center	N/A	B23 Non-exempt	7/1/2022	N/A
6	New Position	TBD	N/A	Specialist, Part-time (25 hours/42 weeks) Position Number: TBD Lead Tutor Mathematics, Tutoring Center	N/A	B23 Non-exempt	7/1/2022	N/A
<p>Recommendation: Approve the proposed position changes and new positions, effective July 1, 2022.</p>								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for **Student Development: Enrollment Services**. Aligned with Strategic Pillar 1-Access and Success for Students, the goal of this reorganization is to create and staff a Welcome and One Stop Center (WOSC) in the new Lakeshore Student Center (opening Fall 2022) and the Southlake Campus in order to improve the student experience and achieve a “one-college” standard of delivery. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed position changes are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Title, Job Grade, Status, Unit	Vacant	Classified, Part-time (25 hours) Position Number: 1218 Office Assistant, Lakeshore Campus	Classified, Full-time Position Number: 1218 Enrollment Services Generalist, Welcome and One Stop Center, Lakeshore Campus	A11 Non-exempt	B22 Non-exempt	7/1/2022	N/A
2	Title, Job Grade, Unit	Vacant	Classified, Full-time Position Number: 0248 Senior Office Assistant, Student Services, Lakeshore Campus	Classified, Full-time Position Number: 0248 Enrollment Services Generalist, Welcome and One Stop Center, Lakeshore Campus	A12 Non-exempt	B22 Non-exempt	7/1/2022	N/A
<p>Recommendation: Approve the proposed position changes, effective July 1, 2022.</p>								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for **Student Development: Advising and Retention**. Aligned with Strategic Pillar 1-Access and Success for Students, the goal of this reorganization is to provide direct referral support for students in need of food, housing and other emergency services offered through the College or community organizations that aligns with the Illinois Public Benefits Navigator and Homeless Liaison Acts. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed new position is as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	New Position	TBD	N/A	Specialist Position Number: TBD Community Resources Advisor, Advising and Retention	N/A	B32 Exempt	7/1/2022	TBD
Recommendation: Approve the proposed new position, effective July 1, 2022.								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for the central office in **Educational Affairs**. Aligned with Strategic Pillar 6-Strategic Use of Resources, the goal of this reorganization is to increase the efficiency of the Educational Affairs’ central office by aligning staff to manage the capacity of additional tasks due to growth in programs and overall academic college operations. The salary listed below includes adjustments for the approved across-the-board increase of 5.00% and promotion. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed position changes and new position are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Promotion	Peacy, Deanna	Administrative Position Number: 0313 Assistant Director, Educational Affairs	Administrative Position Number: 0313 Director, Academic Operations and Planning, Educational Affairs	C52 \$80,888/ Annual Exempt	D61 \$102,257/ Annual Exempt	7/1/2022	7/1/2022- 6/30/2023
2	New Position	TBD	N/A	Specialist Position Number: TBD Academic Scheduling Coordinator, Educational Affairs	N/A	B32 Exempt	7/1/2022	TBD

Recommendation: Approve the proposed promotion and new position, effective July 1, 2022.

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for the central office in **Strategy, Planning and Support**. Aligned with Strategic Pillar 6-Strategic Use of Resources, the goal of this reorganization is to leverage the capacity of a current employee to support unit initiatives and to align a vacant position with institutional priorities associated with promoting college and external engagement. The salary listed below includes adjustments for the approved across-the-board increase of 5.00% and promotion. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed position changes are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Promotion	Seltzer, Harriet	Classified Position Number: 0312 Administrative Assistant, Strategy, Planning and Support	Classified Position Number: 0302 Assistant to the Vice President, Strategy, Planning and Support	B22 \$32.76/ Hour Non-exempt	B25 \$36.36/ Hour Non-exempt	7/1/2022	N/A
2	Title, Job Grade, Classification	Vacant	Classified Position Number: 0312 Administrative Assistant, Strategy, Planning and Support	Specialist Position Number: 0312 Events and Engagement Specialist, Strategy, Planning and Support	B22 Non-exempt	B23 Non-exempt	7/1/2022	N/A
<p>Recommendation: Approve the proposed promotion and position change, effective July 1, 2022.</p>								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, a reorganization is proposed for the **College Foundation**. Aligned with Strategic Pillar 6- Strategic Use of Resources, the goal of this reorganization is to refocus existing human resources in key areas of corporate and foundation, principle/major gifts and community giving to increase strategic leadership capacity and drive annual fundraising outcomes in alignment with student scholarship, support and capital goals. The salaries listed below include adjustments for the approved across-the-board increase of 5.00% and promotion. The FY 2023 funding for this reorganization was sourced through reallocation.

The proposed position changes are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Promotion	Wisbey, Cynthia	Classified Position Number: 1466 Office Manager, College Foundation	Classified Position Number: 1466 Assistant to the Executive Director/Chief Development Officer, College Foundation	B24 \$23.35/ Hour Non- exempt	B25 \$25.92/ Hour Non- exempt	7/1/2022	N/A
2	Promotion	Morgan, Launa	Specialist Position Number: 1474 Advancement Services Coordinator, College Foundation	Specialist Position Number: 1474 Development Services Manager, College Foundation	B32 \$61,785/ Annual Exempt	C41 \$68,582/ Annual Exempt	7/1/2022	7/1/2022- 6/30/2023
3	Promotion	Albach, Melissa	Specialist Position Number: 0126 Prospect Research Specialist, College Foundation	Specialist Position Number: 0126 Prospect Research Coordinator, College Foundation	B24 \$21.94/ Hour Non- Exempt	B32 \$55,272/ Annual Exempt	7/4/2022	7/4/2022- 6/30/2023

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
4	Title	Vacant	Administrative Position Number: 1834 Director Development, College Foundation	Administrative Position Number: 1834 Director Corporate and Foundation Relations, College Foundation	D71 Exempt	D71 Exempt	7/1/2022	TBD
5	Title, Job Grade, Classification	Vacant	Specialist Position Number: 0806 Major Gift Officer, College Foundation	Professional Position Number: 0806 Director Development, College Foundation	C44 Exempt	C52 Exempt	7/1/2022	TBD
6	Title	Vacant	Specialist Position Number: 1498 Annual Giving/Alumni Relations Manager, College Foundation	Specialist Position Number: 1498 Community Giving Manager, College Foundation	C41 Exempt	C41 Exempt	7/1/2022	TBD
7	Title, Job Grade, Classification	Vacant	Classified Position Number: 1537 Development Associate, College Foundation	Specialist Position Number: 1537 Community Giving Specialist, College Foundation	B23 Non-exempt	B24 Non-exempt	7/1/2022	TBD
8	Title, Job Grade	Vacant	Classified Position Number: 1833 Office Associate, College Foundation	Classified Position Number: 1833 Senior Development Associate, College Foundation	B21 Non-exempt	B23 Non-exempt	7/1/2022	N/A
<p>Recommendation: Approve the proposed promotions and position changes with effective dates noted above and, where applicable, the position search process and selection to occur prior to the next Board meeting.</p>								

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

Administration is requesting a limited-term faculty position in the Business and Social Sciences Division for the 2022-2023 academic year to fill a vacancy resulting from a recently submitted notice of retirement effective June 2022. Administration is also requesting approval to make an offer of employment and set a start date prior to the August 23, 2022, Board meeting. This position is funded through the existing budget.

The proposed position approval is as follows:

	Reason	Position Number, Position Title	Effective Date
1	Limited-term Faculty New Temporary Position	Limited-term Faculty Position Number: TBD Instructor, Psychology Business and Social Sciences Division	8/15/2022
Recommendation: Approve the temporary position, search process and selection to occur prior to the next Board meeting.			

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

As presented to the Board in May 2022, the following positions and personnel changes are requested in the FY 2023 budget. Salaries and wages listed below include adjustments for the approved across-the-board increase of 5.00% and market/internal equity or promotion. The FY 2023 funding was sourced through reallocation. Unless otherwise noted, all adjustments will be effective July 1, 2022.

The proposed position changes are as follows:

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
Student Development								
1	Title, Job Grade, FLSA	Vacant	Specialist Position Number: 1202 Student Records Coordinator, Student Records	Specialist Position Number: 1202 Technical Analyst, Student Records	B22 Non-exempt	C41 Exempt	7/1/2022	TBD
2	New Position	TBD	N/A	Specialist Position Number: TBD Technical Analyst, Financial Aid	N/A	C41 Exempt	7/1/2022	TBD
3	Funding Change	Wuerl, Nicole	Specialist Position Number: 1705 Therapist and Prevention Specialist*, Counseling and Psychology Services	Specialist Position Number: 1705 Therapist and Prevention Specialist, Counseling and Psychology Services	C42 \$57,878/ Annual Exempt	C42 \$60,772/ Annual Exempt	7/1/2022	7/1/2022- 6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
4	Position Elimination	Vacant	Classified, Part-time Position Number: 1062 Library Services Assistant, Library	N/A	A13 Non-exempt	N/A	7/1/2022	N/A
Educational Affairs								
1	New Position	TBD	N/A	Specialist Position Number: TBD Laboratory Specialist, Biology, Biological and Health Sciences Division	N/A	B22 Non-exempt	7/1/2022	TBD
2	Position Elimination	Vacant	Specialist, Part-time Position Number: 1124 Laboratory Specialist, Biology, Biological and Health Sciences Division	N/A	B22 Non-exempt	N/A	7/1/2022	N/A
3	Status Change	Boos, Jill	Specialist, Full-time (9 months) Position Number: 0286 Laboratory Coordinator, Nursing, Biological and Health Sciences Division	Specialist, Full-time (12 months) Position Number: 0286 Laboratory Coordinator, Nursing, Biological and Health Sciences Division	B24 \$28.00/ Hour Non-exempt	B24 \$29.40/ Hour Non-exempt	7/1/2022	7/1/2022-6/30/2023

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
4	Title, Job Grade, Status, Classification	TBD	Specialist Position Number: 0946 Art Gallery Assistant, Art Gallery, Communication Arts, Humanities and Fine Arts Division	Specialist Position Number: 0946 Art Curator, Art Gallery, Communication Arts, Humanities and Fine Arts Division	B23 Non-exempt	C41 Exempt	7/1/2022	TBD
5	Position Elimination	Vacant	Specialist Position Number: 0284 Community Exhibits Assistant, Art Gallery Communication Arts, Humanities and Fine Arts Division	N/A	B22 Non-exempt	N/A	N/A	N/A
6	Position Elimination	Vacant	Classified, Part-time Position Number: 1057 Office Associate, Southlake Campus	N/A	B21 Non-exempt	N/A	N/A	N/A

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

11.2 PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
Business Services and Finance								
1	New Position	TBD	N/A	Classified - Union Position Number: TBD Maintenance Engineer, Maintenance	N/A	Non-exempt	7/1/2022	N/A
2	New Position	TBD	N/A	Classified - Union Position Number: TBD Maintenance Engineer, Maintenance	N/A	Non-exempt	7/1/2022	N/A
3	New Position	TBD	N/A	Professional Position Number: TBD Capital Project Manager, Capital, Sustainability and Construction Management Services	N/A	C45 Exempt	7/1/2022	TBD
Community and Workforce Partnerships								
1	Title, Job Grade	Vacant	Specialist Position Number: 0140 Manager*, Judicial Services	Specialist Position Number: 0140 Program Coordinator, Personal Enrichment	C41 Exempt	B32 Exempt	7/1/2022	TBD

*Grant/externally funded position.

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
2	New Position	TBD	N/A	Specialist Position Number: TBD Apprenticeship Program Specialist, Career and Job Placement Center	N/A	B32 Exempt	7/1/2022	TBD
Information Technology								
1	Promotion	Chung, Michael	Specialist Position Number: 0189 Media Technology Specialist, Technology Support	Specialist Position Number: 0189 Senior Media Technology Specialist, Technology Support	B23 \$21.47/ Hour Non-exempt	B23 \$23.83/ Hour Non-exempt	7/1/2022	7/1/2022- 6/30/2023
2	Promotion	Becker, Jack	Specialist Position Number: 0230 Software Developer, Application Development	Specialist Position Number: 0230 Senior Software Developer, Application Development	C41 \$60,338/ Annual Exempt	C41 \$66,976/ Annual Exempt	7/1/2022	7/1/2022- 6/30/2023
3	New Position	TBD	N/A	Specialist Position Number: TBD Senior IT Technician, Technology Support	N/A	B23 Non-exempt	7/1/2022	TBD

AGENDA ITEM 11.2 - HUMAN RESOURCES RECOMMENDATIONS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
Human Resources								
1	Title, Status	Vacant	Specialist, Part-time (25 hours) Position Number: 1634 Recruiter, Human Resources	Specialist, Full-time Position Number: 1634 Talent Acquisition Specialist, Human Resources	B32 Non-exempt	B32 Exempt	7/1/2022	TBD
Recommendation: Approve the proposed promotions and position changes and, where applicable, the position search process and selection to occur prior to the next Board meeting.								

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – LIMITED TERM FACULTY HIRE

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Limited-term Faculty Hire	Henry, Michele	N/A	Limited-term Faculty Position Number: 1684 Instructor, Nursing Biological and Health Sciences Division	N/A	Band C (Row 16) \$90,809/ Annual Exempt	8/15/2022	8/15/2022-5/13/2023

Recommendation: Approve the full-time faculty employment, as budgeted.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FACULTY HIRES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Full-time Faculty New Hire	Meyer, Kathryn	N/A	Faculty Position Number: 0455 Instructor, Business and Supply Chain Management, Business and Social Sciences Division	N/A	Band E (Row 12) \$92,173/ Annual Exempt	8/15/2022	8/15/2022-5/13/2023
2	Full-time Faculty New Hire	Duran, Marcela	N/A	Faculty Position Number: 1844 Instructor, Early Childhood Education*, Business and Social Sciences Division	N/A	Band A (Row 6) \$67,346 Annual Exempt	8/15/2022	8/15/2022-5/13/2023
3	Full-time Faculty New Hire	Kurschner, Michael	N/A	Faculty Position Number: 1846 Instructor, Industrial Technology*, Engineering, Math and Physical Sciences Division	N/A	Band A (2) (Row 15) \$80,714/ Annual Exempt	8/15/2022	8/15/2022-5/13/2023
4	Limited-term Full-time Faculty New Hire	Swain, Gina	N/A	Limited-term Faculty Position Number: 1848 Instructor, Business Administration/Management, Business and Social Sciences Division	N/A	Band B (Row 7) \$72,044/ Annual Exempt	8/15/2022	8/15/2022-5/13/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FACULTY HIRES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
5	Full-time Faculty New Hire	Rodgers, Jason	N/A	Faculty Position Number: 0471 Instructor, Digital Media and Design, Communication Arts, Humanities and Fine Arts Division	N/A	Band B (2) (Row 8) \$73,499/ Annual Exempt	8/15/2022	8/15/2022-5/13/2023
<p>Recommendation: Approve the full-time faculty employment as budgeted.</p>								

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FACULTY HIRES

Administration is requesting the authorization to make offers of full-time employment and set the start date prior to the August 23, 2022 Board meeting. These positions are funded in the FY 2023 budget.

The proposed approvals are as follows:

	Reason	Proposed Job Classification, Position Number, Position Title, Department	Proposed Job Grade, FLSA	Contract Dates
1	Full-time Faculty New Hire	Faculty Position Number: 0448 Instructor, Computer Information Technology (CIT), Business and Social Sciences Division	TBD Exempt	8/15/2022 - 5/13/2023
2	Full-time Faculty New Hire	Faculty Position Number: 0424 Instructor, Chemistry, Biological and Health Sciences Division	TBD Exempt	8/15/2022 - 5/13/2023
3	Full-time Faculty New Hire	Faculty Position Number: 1693 Instructor, Phlebotomy, Biological and Health Sciences Division	TBD Exempt	8/15/2022 - 5/13/2023
<p>Recommendation: Approve the authorization to make offers of full-time employment for the above positions, subject to Board approval of employment contracts at the August 23, 2022 Board meeting.</p>				

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – PROBATIONARY PERIOD COMPLETED

The following employees have successfully completed the appropriate probationary period and are recommended for continued employment in the following Board-appointed positions, in accordance with Board Policy 611 (Appointment and Status of Employment).

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Probationary Period Completed	Quezada, Griselda	Specialist Position Number: 1250 Student Success Coordinator*, Adult Education	N/A	B32 \$47,488/ Annual Exempt	N/A	Date of Hire: 11/8/2021 Date of Probationary Completion: 5/7/2022	11/8/2021 - 6/30/2022
2	Probationary Period Completed	Catalan, Carlos	Specialist Position Number: 1699 College and Career Navigator, Student Recruitment and Onboarding	N/A	B32 \$49,388/ Annual Exempt	N/A	Date of Hire: 11/29/2021 Date of Probationary Completion: 5/28/2022	11/29/2021 - 6/30/2022
3	Probationary Period Completed	White, Ciara	Specialist Position Number: 1812 College and Career Navigator, Student Recruitment and Onboarding	N/A	B32 \$49,388/ Annual Exempt	N/A	Date of Hire: 11/29/2021 Date of Probationary Completion: 5/28/2022	11/29/2021 - 6/30/2022
Recommendation: Approve the above full-time employment.								

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – PROBATIONARY PERIOD COMPLETED

The following employee has successfully completed the appropriate probationary period and is recommended for continued employment in the following Board-appointed position, in accordance with Board Policy 502 (Employees Practices and Procedures).

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Probationary Period Completed	Avila, Susie	Classified Position Number: 0142 Office Associate*, Judicial Services	N/A	B21 \$15.17/Hour Non-exempt	N/A	Date of Hire: 11/8/2021 Date of Probationary Completion: 5/7/2022	N/A
Recommendation: Approve the above full-time employment.								

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – PROBATIONARY PERIOD COMPLETED

The following employee has successfully completed the appropriate probationary period and is recommended for continued employment in the following Board-appointed position, in accordance with the collective bargaining agreement between the Board and the College of Lake County Staff Council, LCFT, Local 504.

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Probationary Period Completed	Swanson, Tom	Classified - Union Position Number: 0962 Custodian, Custodial	N/A	\$15.62/Hour Non-exempt	N/A	Date of Hire: 11/8/2021 Date of Probationary Completion: 5/7/2022	N/A
Recommendation: Approve the above full-time employment.								

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FY 2023 EMPLOYMENT CONTRACTS OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL

Per Policy 211, administrative and professional employees are issued an employment contract. FY 2023 compensation and contracts for full-time administrative and professional staff members have been made public with the public posting of the Board meeting agenda.

	Last Name	First Name	Contract End Date
1	Aguinaga	Arellys	6/30/2023
2	Albino-Montalvo	Glorivette	6/30/2023
3	Ammon	Richard	6/30/2023
4	Argoudelis	Patricia	6/30/2023
5	Aykroid	Dave	6/30/2023
6	Baum	Alisa	6/30/2023
7	Branson	Nick	6/30/2023
8	Clark	Zachary	6/30/2023
9	Collins	Crandall	6/30/2023
10	Conley	Carlotta	6/30/2023
11	Crizer	James	6/30/2023
12	Crowe	Thomas	6/30/2023
13	Cullen-Williams	Ashley	*6/30/2023
14	Cushing	Jacob	6/30/2023
15	Cvitkovic	Viki	6/30/2023
16	Davis	Katie	*6/30/2023
17	Dikelsky	Carol	6/30/2023
18	Dulaney	Wes	6/30/2023
19	Esser	Krysty	6/30/2023
20	Fay	Sue	6/30/2023
21	Fournier	Eliza	6/30/2023
22	Fowles	Erin	6/30/2023
23	Gillespie	Kim	6/30/2023
24	Grace	Michelle	6/30/2023
25	Grampo	Kevin	6/30/2023
26	Gray	Stephanie	6/30/2023
27	Guzman	Marisol	6/30/2023
28	Hardbarger	Jon	6/30/2023
29	Harlan	Darryl	6/30/2023
30	Head	Lucreshia	6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FY 2023 EMPLOYMENT CONTRACTS OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL

	Last Name	First Name	Contract End Date
31	Henry	Brian	6/30/2023
32	Hughes	Kristie	6/30/2023
32	Israel	Melodiy	6/30/2023
33	Johnson Jones	Sylvia	6/30/2023
34	Jones	Kristin	6/30/2023
35	Kallieris	Nick	6/30/2023
36	Karamy	Mahsa	6/30/2023
37	Kilby	Sue	6/30/2023
38	Klippert	Christine	6/30/2023
39	Kozak	Greg	6/30/2023
40	Kravitz	Connie	6/30/2023
41	Kurtz	Eric	6/30/2023
42	La Scola	Mary Kate	6/30/2023
43	Laba	Laura	6/30/2023
44	Lane	Victoria	6/30/2023
45	Lara	Gabe	6/30/2023
46	Lewis	Christine	6/30/2023
47	Locher	Mary	6/30/2023
48	Lombardi	Megan	6/30/2023
49	Martin	Roneida	6/30/2023
50	McClure	Shane	6/30/2023
51	Meyer	Jay	6/30/2023
52	Mireles	Tammy	6/30/2023
53	Morales	Jesse	6/30/2023
54	Neville	Anita	6/30/2023
55	O'Connell	Anne	6/30/2023
56	Padilla-Gaytan	Cynthia	*6/30/2023
57	Peacy	Deanna	6/30/2023
58	Peterson	Kurt	6/30/2023
59	Rial	Scott	6/30/2023
60	Rodriguez	Becky	6/30/2023
62	Roldan-Johnson	Christian	6/30/2023
63	Rosiles	Elizabeth	6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – FY 2023 EMPLOYMENT CONTRACTS OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL

	Last Name	First Name	Contract End Date
64	Ruiz	Jesus	6/30/2023
65	Saini	Jeet	6/30/2023
66	Sanders-Funnye	Sharon	^7/31/2022
67	Sarna	Jason	6/30/2023
68	Scatliffe-Wallace	Kathleen	6/30/2023
69	Senft	James	6/30/2023
70	Sosa	Byron	6/30/2023
71	Stashkiw	Sarah	6/30/2023
72	Stomper	Jeffrey	6/30/2023
73	Sweeney	Katie	6/30/2023
74	Tammes	Eric	6/30/2023
75	Trush	Karen	6/30/2023
76	Tumilty	Meredith	6/30/2023
77	Unger	Bradley	6/30/2023
78	Villanueva	Sandra	6/30/2023
79	Walcher	Sheldon	6/30/2023
80	Ware	Liliana	6/30/2023
81	Weatherspoon	David	6/30/2023
82	Welch	Mike	6/30/2023
83	Wentzell	Dave	6/30/2023
84	Woltmann	Tanya	6/30/2023

Recommendation: Approve the above full-time Administrative and Professional personnel contracts for Fiscal Year 2023.

^Declared retirement date.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT—FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

Policy 611, specialist employees are issued an employment contract. FY 2023 compensation and contracts for full-time specialist staff members have been made public with the public posting of the Board meeting agenda.

	Last Name	First Name	Contract End Date
1	Aguilera	Sandra	6/30/2023
2	Albach	Melissa	6/30/2023
3	Alfano	John	6/30/2023
4	Ameji	Anjum	6/30/2023
5	Arias	Martha	6/30/2023
6	Armstrong	Sara	6/30/2023
7	Asbury	Laura	6/30/2023
8	Asma	Maddy	6/30/2023
9	Babik	Rich	6/30/2023
10	Ballenger	Laurene	6/30/2023
11	Baraboo	Leslie	6/30/2023
12	Barrett	Michael	6/30/2023
13	Bataz	Frankie	6/30/2023
14	Bates	Ben	6/30/2023
15	Becker	Jack	6/30/2023
16	Bell	Dona	6/30/2023
17	Benning	Hannah	6/30/2023
18	Bershanskaya	Aleksandra	6/30/2023
19	Bienvenue	Mitch	*12/31/2022
20	Billimack	Barbara	6/30/2023
21	Blanchard	Bob	6/30/2023
22	Bode	Becca	6/30/2023
23	Boettle	Deidre	6/30/2023
24	Boos	Jill	6/30/2023
25	Bravi	Diana	6/30/2023
26	Bromberek	Melanie	6/30/2023
27	Brugioni	Carolyn	6/30/2023
28	Burns	Tammy	6/30/2023
29	Callaghan	Meghan	6/30/2023
30	Campos	Ish	6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
31	Candia-Thompson	Meriza	6/30/2023
32	Canet	Nadia	6/30/2023
33	Carrillo	Armando	6/30/2023
34	Catalan	Carlos	6/30/2023
35	Cavanaugh	Gavin	6/30/2023
36	Chung	Michael	6/30/2023
37	Ciesil	Emily	6/30/2023
38	Clark	Dennis	6/30/2023
39	Collins	Courtney	6/30/2023
40	Corpolongo	Nick	*6/30/2023
41	Cotton Wilson	JoHaan	6/30/2023
42	Cullum	Tony	6/30/2023
43	Cummings	Heath	6/30/2023
44	Davis	Angelina	6/30/2023
45	Davis	Erika	6/30/2023
46	De La Rosa	Jennifer	6/30/2023
47	De Leon	Hector	6/30/2023
48	De Los Santos	Ivan	6/30/2023
49	Diaz	Jeison	6/30/2023
50	Diaz	Jessica	6/30/2023
51	Diehl	Steve	6/30/2023
52	Dipersio	Patrick	6/30/2023
53	Dumblauskas	Brigette	6/30/2023
54	Dzike	Leslie	^^7/15/2022
55	Echevarria	Ryan	6/30/2023
56	Eder	Melicia	6/30/2023
57	Eiden	Jeremy	6/30/2023
58	Ekornaas	Nels	6/30/2023
59	Fernando	Gihan	6/30/2023
60	Ferraro	Jessica	6/30/2023
61	Flores	Chrissy	6/30/2023
62	Freeman	Lisa	6/30/2023
63	Galazkiewicz	Maureen	6/30/2023
64	Garoutte	Brian	6/30/2023

*Grant/externally funded position.

^^Resignation date.

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11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
65	Gonzalez	Denize	6/30/2023
66	Gonzalez-Frer	Terese	6/30/2023
67	Gorski	Anita	6/30/2023
68	Grant	Bryan	6/30/2023
69	Gray	Alex	6/30/2023
70	Gray	Colleen	6/30/2023
71	Griffin	Bryn	6/30/2023
72	Grob	David	6/30/2023
73	Gruen	Andy	6/30/2023
74	Guzman	Jerry	*6/30/2023
75	Guzman	Norma	6/30/2023
76	Guzman-Riley	Alicia	6/30/2023
77	Hansen	Lori	6/30/2023
78	Haro	Alexa	*6/30/2023
79	Henning	Chris	6/30/2023
80	Herion	Nicole	6/30/2023
81	Hobson	Lindsey	6/30/2023
82	Hollenbeck	Lisa	6/30/2023
83	Honaker	Taylor	6/30/2023
84	Husemoller	David	6/30/2023
85	Hussissian	Leon	6/30/2023
86	Jacobs	Joann	6/30/2023
87	Jaeger	Roger	6/30/2023
88	Jahn	Lora	6/30/2023
89	Jauregui	Luis	6/30/2023
90	Jensen	Greg	6/30/2023
91	Jocson	Joseph	6/30/2023
92	Johnson	Angela	6/30/2023
93	Johnson	Steven	6/30/2023
94	Johnson	Tammie	6/30/2023
95	Jordan II	Leo	6/30/2023
96	Kahmann	Glenn	6/30/2023
97	Kairamkonda	Isha	6/30/2023
98	Kaplan	Cindy	6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
99	Kattenbraker	Karly	^^7/25/2022
100	Katz	Judie	6/30/2023
101	Kellogg	Charles	6/30/2023
102	Kelly	Tim	6/30/2023
103	Kim	Kevin	*12/31/2022
104	Klein	Carol	6/30/2023
105	Kozeniewski	Nancy	6/30/2023
106	LaRussa	Joanne	6/30/2023
107	Landmann	Jenny	6/30/2023
108	Landmann	Kim	6/30/2023
109	Laskey	Jessica	6/30/2023
110	Leconte	Nicole	6/30/2023
111	Loftus	Levia	*6/30/2023
112	Lopez	Kimberly	6/30/2023
113	Lopez-Cruz	Mariel	6/30/2023
114	Lorenzo	Matt	6/30/2023
115	Lowry	Carmen	6/30/2023
116	Maghirang	Richard	6/30/2023
117	Mainza	Jose	6/30/2023
118	Mariscal	Gema	6/30/2023
119	Martin	Erin	6/30/2023
120	Martinez Rodriguez	Erick	6/30/2023
121	Mata	Yesenia	*6/30/2023
122	Mathai	Shirley	6/30/2023
123	Matheny	Chris	6/30/2023
124	Matheny	Tony	6/30/2023
125	McBride	Kendell	6/30/2023
126	McGaughey	Kevin	6/30/2023
127	McNabb	Hollie	6/30/2023
128	McNabb	Matt	6/30/2023
129	Melnik	Galina	6/30/2023
130	Mena	Araceli	*6/30/2023
131	Menning	Matthew	6/30/2023
132	Miller	Andrew	6/30/2023

*Grant/externally funded position.

^^Resignation date.

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11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
133	Miller	Austin	6/30/2023
134	Mireles	Miguel	6/30/2023
135	Moeller	Maple	6/30/2023
136	Montes	Miriam	6/30/2023
137	Morgan	Launa	6/30/2023
138	Najarro	Sylvia	6/30/2023
139	Nassiri	Sam	6/30/2023
140	Nemcek	Lindsey	6/30/2023
141	Nieto	Carmen	*6/30/2023
142	Noon	Rob	6/30/2023
143	Nowotnik	Jackie	6/30/2023
144	Nye	Gabe	6/30/2023
145	Nyquist	Sarah	6/30/2023
146	Oliveri	Bridget	6/30/2023
147	Ortego	Dan	6/30/2023
148	Ostrander	Michalina	6/30/2023
149	Otterbacher	Benjamim	6/30/2023
150	Padilla Cruz	Carlos	*6/30/2023
151	Papp	James	6/30/2023
152	Parpan	Anne	6/30/2023
153	Parra	Karen	6/30/2023
154	Pasternak	Liya	6/30/2023
155	Patterson	Denise	6/30/2023
156	Pearson	Russell	6/30/2023
157	Pecoraro	Rose	6/30/2023
158	Perez	Edith Marie	6/30/2023
159	Petersen	Bradford	6/30/2023
160	Petersen	Scotty	6/30/2023
161	Peterson	Julia	6/30/2023
162	Pfligler	Eric	6/30/2023
163	Phelps	Beverly	6/30/2023
164	Pizano	Ana Karen	6/30/2023
165	Pizano	Sandra	6/30/2023
166	Polich	Diane	6/30/2023

*Grant/externally funded position.

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11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
167	Pough	Chelsea	6/30/2023
168	Poulos	Margene	6/30/2023
169	Price	Adriane	6/30/2023
170	Prugh	Jessey	6/30/2023
171	Quezada	Griselda	*6/30/2023
172	Quist	Alissa	6/30/2023
173	Radcliffe	Crystal	6/30/2023
174	Rayner	Tim	6/30/2023
175	Rodriguez	Anna	*6/30/2023
176	Rodriguez	Carolina	6/30/2023
177	Rodriguez	Salvador	6/30/2023
178	Ros	Susan	6/30/2023
179	Ruiz	Laura	6/30/2023
180	Ruiz-Velasco	Rodolfo	6/30/2023
181	Rychlinski	Ryan	6/30/2023
182	Sabatino	Jennifer	6/30/2023
183	Salvadorini	Jan	6/30/2023
184	Samer	Asra	6/30/2023
185	Schlater II	John	6/30/2023
186	Schoen	Becky	6/30/2023
187	Schreiber	Marie	6/30/2023
188	Schwab	Sandy	6/30/2023
189	Scott	Emilia	6/30/2023
190	Sevik	Brian	6/30/2023
191	Siegfried-Wilke	Victoria	6/30/2023
192	Simpson	Irma	6/30/2023
193	Smith	Cecil	6/30/2023
194	Smith	Gina	6/30/2023
195	Smith	Kim	6/30/2023
196	Snowden	Magan	*6/30/2023
197	Sostre	Maria	6/30/2023
198	Swan	John	6/30/2023
199	Tang	Qiong	6/30/2023
200	Thomas	Warren	*6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT–FY 2023 EMPLOYMENT CONTRACTS OF SPECIALIST PERSONNEL

	Last Name	First Name	Contract End Date
201	Thompson	Jana	*6/30/2023
202	Thompson	Marcy	6/30/2023
203	Titus	Michael	6/30/2023
204	Tumminello	Kara	6/30/2023
205	Umbricht	Christopher	6/30/2023
206	Utter	Vincent	6/30/2023
207	Vagnoni	Kim	6/30/2023
208	Vakhovsky	Oleg	6/30/2023
209	Vazquez	Salvador	6/30/2023
210	Walker	Ericka	6/30/2023
211	Walker	Marietta	6/30/2023
212	Weaver	Melissa	6/30/2023
213	Weber	Austin	6/30/2023
214	Webster	Bret	*6/30/2023
215	Weiss	Jeff	6/30/2023
216	White	Alyiah	6/30/2023
217	White	Ciara	6/30/2023
218	Wiegold	Jordan	6/30/2023
219	Woodruff	Susan	6/30/2023
220	Wozniakowski	Przemek	6/30/2023
221	Wright	Joyce	6/30/2023
222	Wuerl	Nicole	*6/30/2023
223	Zavala	Maria	*6/30/2023
224	Zhang	Mingming	6/30/2023

Recommendation: Approve the above full-time Specialist personnel employment contracts for Fiscal Year 2023.

*Grant/externally funded position.

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AGENDA ITEM 11.3 - HUMAN RESOURCES

11.3 FULL-TIME EMPLOYMENT – SABBATICAL LEAVE OF ABSENCE

In accordance with Article 45 of the collective bargaining agreement between the Board of Trustees and the College of Lake County Federation of Teachers, Local No. 2394 AFT, sabbatical leaves may be granted for the purpose of improving the quality of services provided to the constituents of the College of Lake County. Sabbatical activities may include projects that support the College’s mission and strategic priorities resulting in the development of tangible materials, informal or formal advanced study to improve or expand competence in a designated area of need, internships, teaching abroad, or research in a subject matter area.

The Sabbatical Leave Committee reviewed submitted proposals by faculty meeting the eligibility requirements within the criteria defined in Article 45 and submit the following recommendation for FY 2023:

Name	Title	Duration of Leave	Summary
Dr. Chris Cooling	Instructor, Humanities	One full academic semester at full contract salary for the Spring 2023 semester	Purpose: During summer 2022, Dr. Cooling will travel with a cohort of colleagues from Oakton Community College and CLC to Ghana and Togo supported through the Fulbright Hays grant. The Fulbright trip will provide an opportunity to engage with a diverse array of scholars, artists, village chiefs, political figures and community activists. Dr. Cooling’s sabbatical will continue the relationships formed through the Fulbright Hays grant, returning to Ghana to work with filmmakers and artists to create connections with regional artists in northern Illinois, as well as with Black students at CLC and local high schools to generate meaningful dialogues and collaboration.
Dr. Debbie Krachtus	Instructor, Nursing	One full academic semester at full contract salary for the Spring 2023 semester	Purpose: To increase the number of student applicants to the nursing program, including those from traditionally underrepresented backgrounds, Dr. Krachtus will seek to clarify and simplify processes, create seamless pathways, and inform the Lake County community of the benefits of CLC’s Associate Degree of Nursing (ADN) program to fulfill the diverse skilled talent pipeline needs for the healthcare industry.
Recommendation: Approve the sabbatical leaves of absence for faculty members as indicated above.			

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – PROFESSIONAL HIRE

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current DBM, Salary, FLSA	Proposed DBM, Salary, FLSA	Effective Date	Contract Dates
1	Professional New Hire	Karamy, Mahsa	N/A	Professional Position Number: 1144 Assistant Director, Facilities	N/A	C52 \$120,000/ Annual Exempt	6/6/2022	6/6/2022 – 6/30/2022
<p>Recommendation: Approve the above full-time employment.</p>								

AGENDA ITEM 11.3 - HUMAN RESOURCES RECOMMENDATIONS

11.3 FULL-TIME EMPLOYMENT – CONTRACT VICE PRESIDENT OF STUDENT DEVELOPMENT

It is recommended that the Board of Trustees approve the contract and compensation for Karen Hlavin, Vice President of Student Development. The contract is to be effective July 1, 2022-June 30, 2025. A copy of this proposed contract has been posted pursuant to the Illinois Public Community College Act and may be found at

<http://dept.clcillinois.edu/pre/contracts/contractsjune2022.pdf>.

The contract period is through June 30, 2025, and includes provisions regarding no automatic rollover and separation. Other provisions include the use of a College-issued cellular phone and additional College-paid consideration for SURS.

AGENDA ITEM 11.4 - HUMAN RESOURCES RECOMMENDATIONS

11.4 PROMOTIONS AND TRANSFERS

The following employee(s) applied for and have been selected for a promotion or transfer in Board-approved positions, noted below.

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
1	Promotion	Hanner, Vicki	Classified Position Number: 1142 Senior Office Assistant, Student Activities and Inclusion	Classified Position Number: 0330 Administrative Assistant, Student Life	A12 \$13.92/ Hour Non-exempt	B22 \$16.88/ Hour Non-exempt	7/5/2022	N/A
2	Promotion	Harlan, Darryl	Specialist Position Number: 0117 Sergeant, Police Department	Professional Position Number: 0117 Lieutenant, Police Department	C42 \$44.42/ Hour Non-exempt	C43 \$102,548/ Annual Exempt	7/1/2022	7/1/2022-6/30/2023
3	Promotion	Herion, Nicole	Specialist Position Number: 1336 Academic Success Advisor, Advising and Retention	Specialist Position Number: 0074 Student Success Manager, Adult Education	B32 \$62,581/ Annual Exempt	C41 \$69,653/ Annual Exempt	7/5/2022	7/5/2022-6/30/2023
4	Promotion	Keefe, Mary	Classified Position Number: 1720 Academic Operations Associate, Engineering, Math and Physical Sciences Division	Classified Position Number: 1851 Senior Administrative Assistant, Advanced Technology Center	B21 \$15.97/Hour Non-exempt	B23 \$18.59/Hour Non-exempt	7/5/2022	N/A
5	Promotion	Varghese, Ansu	Classified Part-time Position Number: 1806 Apprenticeship Workforce Associate*, Career and Job Placement Center	Full-time Specialist Position Number: 1180 Scholarship Coordinator, Financial Aid	B22 \$17.24/Hour Non-exempt	B23 \$20.31/Hour Non-exempt	7/1/2022	7/1/2022-6/30/2023

*Grant/externally funded position.

AGENDA ITEM 11.4 - HUMAN RESOURCES RECOMMENDATIONS

11.4 PROMOTIONS AND TRANSFERS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Title, Department	Current Job Grade, Salary, FLSA	Proposed Job Grade, Salary, FLSA	Effective Date	Contract Dates
6	Promotion	White, Sheryl	Classified Part-time Position Number: 0180 Administrative Assistant, Educational Talent Search Grants	Classified Full-time Position Number: 0075 Senior Administrative Assistant, Adult Education and English as a Second Language (ESL)	B22 \$18.64/ Hour Non-exempt	B23 \$20.75/Hour Non-exempt	7/5/2022	N/A
7	Transfer	Colbert, Yolanda	Classified Position Number: 0198 Enrollment Services Generalist, Welcome and One Stop Center	Classified Position Number: 1712 Student Records Representative, Student Records	B22 \$23.56/Hour Non-exempt	B22 \$23.56/Hour Non-exempt	7/11/2022	N/A
8	Transfer	Johnson, Angela	Specialist Position Number: 0345 College and Career Navigator, Student Recruitment and Onboarding	Specialist Position Number: 1847 Apprenticeship Program Navigator*, Career and Job Placement Center	B32 \$51,857/ Annual Exempt	B32 \$51,857/ Annual Exempt	7/12/2022	7/12/2022- 6/30/2023
Recommendation: Approve the above actions.								

*Grant/externally funded position.