

To: The College Community

From: Gena Proulx, Ph.D  
President

Date: January 20, 2010

Re: Board of Trustees Meeting January 19, 2010: Summary of Action Items

The Board adopted a resolution honoring retiree, Darlene Hartman, in recognition of her loyal and dedicated service to Joliet Junior College.

The Board adopted a proclamation designating February as African-American History Month.

The Board adopted a resolution honoring Joliet Catholic Academy volleyball team.

The Board approved or accepted recommendations regarding the:

1. approval of minutes from the regular monthly meeting held on December 8;
2. acceptance of resignation of David Agazzi, vice president, administrative services;
3. approval of appointment of interim vice president, administrative services, Dr. Francis (Frank) Zeller;
4. approval of appointment of treasurer of the district, Judy Mitchell;
5. acceptance of the report on replacement of full- and part-time classified employees, as presented;
6. approval of Intergovernmental Agreement between Joliet Junior College and Lincoln-Way Community High School;
7. approval to pay the listing of bills for the period ending December 31, 2009, as presented;
8. approval of bids as follows:
  - i. Printing Summer 2010 Class Schedules - \$27,078 - \$28,178
    1. Warner Offset, South Elgin, IL
  - ii. Uniform Cleaning & Laundry Service - \$51,233.52
    1. Aramark Uniform Services, Mokena, IL
  - iii. Olympus Microscopes or equivalent - \$32,428.13
    1. Olympus America Inc., Center Valley, PA
  - iv. CDB – Facility Services Building Bid Release #11
    1. Central States Automatic Sprinklers, Inc., Blue Island, IL - \$106,657 (total bid)
      - a. Base bid - \$99,457
      - b. Alt. S1 - \$7,200
    2. JB Contracting Corporation, Mokena, IL - \$440,701

3. Commercial Mechanical, Inc., Dunlap, IL - \$369,000
  4. Mechanical Inc., Freeport, IL - \$772,000
  5. John Byrnes Construction, Orland Park, IL – 3,750,000 (total bid)
    - a. Base bid - \$3,595,000
    - b. Alt. G1 - \$155,000
  6. Indicom Electric Company, Joliet, IL – 1,458,135 (total bid)
    - a. Base bid - \$1,453,635
    - b. Alt. E1 - \$4,500
- v. Printing college Community Catalog Spring 2010 (10% increase approval) - \$2,940
1. Warner Offset, South Elgin, IL
9. treasurer's report;
  10. financial report;
  11. approval of telephone system replacement contract.

The president informed the Board of the following:

1. Dr. Thomas Liley, professor of music, participated in the 33<sup>rd</sup> Annual International Saxophone Symposium in Washington, D.C. He led two lectures and performed in one recital at this prestigious U.S. Navy Band event that has increased its participation by college and university students throughout the country.
2. Tony Chobot, construction project coordinator, and Ed Vasil, environmental, health and safety manager, recently received graduation certificates from the Association of Physical Plant Administrators (APPA) Institute for Facility Management. Both completed a four-track course of study over the last two years which included core programming in general administration, maintenance and operations, energy and utilities, and planning, design and construction.
3. Jeff Wessel, farm manager, was selected as the 2010 Conservation Teacher of the Year by the Will/South Cook Soil and Water Conservation District. He is being recognized as a teacher who encourages both students and adults to further their knowledge and appreciation of agriculture and natural resources conservation.
4. Susan Stockwell, Renaissance Center supervisor, and Delia Ulloa-Jimenez, alumni relations secretary, were awarded their associate degrees at JJC's December 18 commencement ceremony.
5. The college received two new grant awards of \$50,000 from the Illinois State Board of Education for the Growing Agriculture Science Teachers Grant Program and \$750 from the National Institute for the Study of Transfer Students for "*Supplementing Transfer Student Advising with Online Transfer Articulation Resources for Satellite Campuses.*"
6. The college's CDL (Commercial Drivers License) program created by the college's Corporate and Community Services division to prepare people to drive tractor-trailers and take the CDL exam is approved through the State of Illinois. Training will be held at the Weitendorf Agricultural Education Center and the first class started on January 11. Kudos to Amy Murphy, Director of Corporate & Community Services, and her staff for getting this program up and running.
7. The college is facing some significant cash flow issues related to its FY 2010 budget due to the state's budget, and Trustee May had requested an assessment of this impact on the college. To date, the college has received one out of four payments from the state, with the second payment projected to come as late as May. While we expect funding, we are

not in receipt of \$1 million for our adult education program. And, while we are making spring MAP awards to our students, the distribution date of these funds to the college is uncertain. We are dealing with a potential \$2 million deficit in the current budget. To address this, we are taking the following actions: delaying one-time equipment and technology expenditures; delaying and/or deferring capital projects; and, monitoring out-of-state travel.

This meeting was recorded to be video streamed on the JJC Web site at a later date. For more information, visit [www.jjc.edu/info/board-of-trustees](http://www.jjc.edu/info/board-of-trustees).

The minutes for the Board of Trustees meetings are approved at the next meeting. To view approved minutes, visit [www.jjc.edu/info/board-of-trustees](http://www.jjc.edu/info/board-of-trustees).