Regular Meeting

Tuesday, September 26, 2023 5:00 PM
Grayslake Campus, Conference Center A013, 19351 West Washington Street, Grayslake, IL 60030

1. **Call to Order and Roll Call**
2. **Approval of the Agenda**
3. **Receipt of Notices, Communications, Hearings and Petitions**
4. **Reports**
    1. Chair's Report
    2. Student Trustee's Report
    3. President's Report
        1. Digital Redesign: New Website and Student Portal
        2. Unit-Focused Employee Engagement & Collaborative Culture Plans
5. **Consent Agenda (Action Items)**
    1. Approval of the Minutes
        1. Committee of the Whole Meeting Minutes of August 22, 2023
        2. Regular Meeting Minutes of August 22, 2023
        3. Regular Meeting Closed Session Minutes of August 22, 2023
    2. Financial
        1. Resolution Approving Reimbursement of Business-Related Travel Expenses
        2. Resolution Approving and Ratifying Bills, and Authorizing Budget Transfers
    3. Purchasing
        1. Catering for Children's Learning Center
        2. Employment Recruiting Advertising Services
        3. P-Wing and C-Wing Lighting Retrofit
        4. Exterior Concrete Staircase
        5. Architectural and Engineering Services for Lakeshore Roof Replacement
        6. Nursing Examination Preparation Software
    4. Human Resources
        1. New Hires
        2. Probationary Period Completion
        3. Personnel and Position Changes
        4. Promotions
        5. Transfers
        6. Resignations and Retirements
    5. Contracts and Grants
        1. Illinois Community College Board (ICCB) Workforce Equity Initiative Grant
        2. Illinois Community College Board (ICCB) Pipeline for the Advancement of the Healthcare (PATH) Workforce Grant
    6. Other
6. **Presentment of Board Policies and Objectives (Information Items)**
7. **New Business (Action Items)**
    1. Electronic Door Locks
    2. Tenure Employment Status of Faculty for 2023-2024
    3. Employment Status of Faculty for Spring-Fall 2024
    4. Policy 129 - Remote Attendance at Board of Trustees Meeting - Revised - First Reading and Waiver of Second Reading
    5. Policy 913 - Sale of Computer Software and Services - Delete - First

Reading and Waiver of Second Reading

6. Policy 914 - Sale of Fixed Assets - Deletion - First Reading and Waiver of Second Reading

8. **Executive Session (Closed)**

9. **Other Matters for Information or Discussion**

10. **Adjournment**

College of Lake County
Community College District No. 532
Tuesday, September 26, 2023, 5:00 PM

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a Regular Meeting on Tuesday, September 26, 2023, at 5:00 PM, in **Grayslake Campus, Conference Center A013, 19351 West Washington Street, Grayslake, IL 60030**. Virtual meeting access is available via YouTube live stream at: https://youtube.com/live/678uU64Dt3E and the agenda is posted on the College of Lake County website at: https://www.clcillinois.edu/aboutclc/board-of-trustees

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@clcillinois.edu by 3:00 PM on Tuesday, September 26, 2023**.** Individuals will be called to the podium when it is their time and provided three minutes to address the Board.

AGENDA

1. **Call to Order and Roll Call**
2. **Approval of the Agenda**
3. **Receipt of Notices, Communications, Hearings and Petitions**
4. **Reports**
   - **4.1. Chair's Report**
   - **4.2. Student Trustee's Report**
   - **4.3. President's Report**
     - **4.3.1. Digital Redesign: New Website and Student Portal**
     - **4.3.2. Unit-Focused Employee Engagement & Collaborative Culture Plans**
5. **Consent Agenda (Action Items)**
   - **5.1. Approval of the Minutes**
     - **5.1.1. Committee of the Whole Meeting Minutes of August 22, 2023**
     - **5.1.2. Regular Meeting Minutes of August 22, 2023**
     - **5.1.3. Regular Meeting Closed Session Minutes of August 22, 2023**
   - **5.2. Financial**
     - **5.2.1. Resolution Approving Reimbursement of Business-Related Travel Expenses** **4**
     - **5.2.2. Resolution Approving and Ratifying Bills, and Authorizing Budget Transfers** **5**
   - **5.3. Purchasing**
     - **5.3.1. Catering for Children's Learning Center** **7**
     - **5.3.2. Employment Recruiting Advertising Services** **8**
     - **5.3.3. P-Wing and C-Wing Lighting Retrofit** **9**
     - **5.3.4. Exterior Concrete Staircase** **10**
     - **5.3.5. Architectural and Engineering Services for Lakeshore Roof Replacement** **11**
     - **5.3.6. Nursing Examination Preparation Software** **12**
   - **5.4. Human Resources**

     Copies of all proposed employee contracts are available at: http://dept.clcillinois.edu/pre/contracts/contractsseptember2023.pdf
     - **5.4.1. New Hires** **13**
     - **5.4.2. Probationary Period Completion** **15**

5.4.3. Personnel and Position Changes **18**

5.4.4. Promotions **19**

5.4.5. Transfers **20**

5.4.6. Resignations and Retirements **21**

5.5. Contracts and Grants

5.5.1. Illinois Community College Board (ICCB) Workforce Equity Initiative Grant **23**

5.5.2. Illinois Community College Board (ICCB) Pipeline for the Advancement of the Healthcare (PATH) Workforce Grant **24**

5.6. Other
None.

6. Presentment of Board Policies and Objectives (Information Items)
None.

7. New Business (Action Items)

7.1. Electronic Door Locks **25**

7.2. Tenure Employment Status of Faculty for 2023-2024 **26**

7.3. Employment Status of Faculty for Spring-Fall 2024 **27**

7.4. Policy 129 - Remote Attendance at Board of Trustees Meeting - Revised - First Reading and Waiver of Second Reading **28**

7.5. Policy 193 - Sale of Computer Software and Services - Delete - First Reading and Waiver of Second Reading **30**

7.6. Policy 914 - Sale of Fixed Assets - Deletion - First Reading and Waiver of Second Reading **31**

8. Executive Session (Closed)

9. Other Matters for Information or Discussion

10. Adjournment

5.2.1 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 approve the reimbursement for business-related travel expenses in the amount of $3,305.11 for travel associated with Association of Community College Trustees (ACCT) meetings.

PASSED this 26th day of September 2023 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.

5.2.2 RESOLUTION APPROVING AND RATIFYING BILLS, AND AUTHORIZING BUDGET TRANSFERS

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 not contained in this document because this being the first quarter of the fiscal year, reversals of accruals, and timing of property tax receipts, the data are not meaningful; and

WHEREAS, budget transfers in the amount of $49,280 are recommended to the Fiscal Year 2024 Budget are attached hereto;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover and approves/ratifies and authorizes the Treasurer to make budget transfers in the amount of $49,280.00.

PASSED this 26th day of September 2023 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution Approving and Ratifying Bills and Authorizing Budget Transfers.

5.2.2 RESOLUTION APPROVING AND RATIFYING BILLS, AND AUTHORIZING BUDGET TRANSFERS (CONTINUED)

FY 24 BUDGET TRANSFERS

	Account No.	Department	Account Description	Increase Budget	Decrease Budget	Reason
1)	536000 01 01008 8020 01	Finance	Office Services	$ 49,280.00		Temporary Staff
	511001 01 01008 8020 01	Finance	Administrative Staff		$ 23,279.00	
	512001 01 01008 8020 01	Finance	Specialist Staff		$ 11,426.00	
	512006 01 01008 8020 01	Finance	Professional Staff		$ 14,575.00	
		TOTAL TRANSFERS - ALL FUNDS		$ 49,280.00	$ 49,280.00	

5.3.1. CATERING FOR CHILDREN'S LEARNING CENTER PROGRAM (RATIFICATION)

Lead Staff: Gabe Lara, Dean, Student Affairs

Funding Source: FY24 budget

Funding Request: $32,000.00

Bids	Amount
Delicious Unlimited	$32,000.00

Explanation of Purchase: This purchase is for daily lunches provided to children enrolled in the Children's Learning Center Program at both the Grayslake and Lakeshore campuses.

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

Recommendation: Approve purchases with Delicious Unlimited of Gurnee, IL, in a not-to-exceed amount of $32,000.00.

5.3.2. EMPLOYMENT RECRUITING ADVERTISING SERVICES

Lead Staff: Sue Fay, Chief Human Resources Officer

Funding Source: FY24 budget

Funding Request: $57,350.00

Bids	Amount
JobElephant.com, Inc.	$57,350.00

Explanation of Purchase: This purchase is for advertising services for talent recruitment.

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 purchases with JobElephant.com, Inc. of San Diego, CA in a not-to-exceed total amount of $57,350.00.

5.3.3. P-WING AND C-WING LIGHTING RETROFIT

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

Funding Source: 2021 general obligation bond

Funding Request: $54,618.51

Bids	Amount
STL LED, LLC. *	$54,618.51
BA Solutions, Co.	$64,773.58
Krause Electrical Contractors	$88,745.00

**Recommended*

Explanation of Purchase: This purchase is for furnishing and installing LED retrofit kits to improve lighting quality and efficiency in the Performing Arts Building (P-wing) and C-wing on the Grayslake campus.

Recommendation: Approve a purchase with STL LED, LLC. of St. Louis, MO for $54,618.51 and a 10% contingency of $5,461.85 in a not-to-exceed amount of $60,080.36.

5.3.4. EXTERIOR CONCRETE STAIRCASE

Lead Staff: Pat Argoudelis, Director, Business Operations

Funding Source: FY24 budget

Funding Request: $79,902.90

Bids	Amount
Honch Concrete, LLC*	$72,639.00
Joseph J. Henderson	$78,190.00
Boller Construction Company, Inc.	$126,500.00

**Recommended*

Explanation of Purchase: This purchase is for the removal and replacement of the exterior concrete stairs and handrail at the entrance to Building D on the Grayslake campus.

Recommendation: Approve a purchase with Honch Concrete, LLC. of Barrington Hills, IL for $72,639.00 and a 10% contingency of $7,263.90 in a not-to-exceed amount of $79,902.90.

5.3.5. ARCHITECTURAL AND ENGINEERING SERVICES FOR LAKESHORE ROOF REPLACEMENT

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

Funding Source: 2021 general obligation bond

Funding Request: $76,500.00

Bids	Amount
Legat Architects, Inc.*	$76,500.00
Cordogan Clark & Associates, Inc.	$133,900.00

**Recommended*

Explanation of Purchase: This purchase is for architectural services to design the 33 N. and 111 N. Genesee Street roof replacements on the Lakeshore campus.

Recommendation: Approve an agreement with Legat Architects, Inc. of Chicago, IL in a not to exceed total amount of $76,500.00.

5.3.6. NURSING EXAMINATION PREPARATION SOFTWARE (RATIFICATION)

Lead Staff: Jeet Saini, Dean, Biological and Health Sciences

Funding Source: FY24 budget

Funding Request: $105,418.75

Bids	Amount
Assessment Technology Institute Solutions	$105,418.75

Explanation of Purchase: This purchase is for nursing examination preparation software to be used by the Nursing Department. It will provide nursing students with learning core nursing curriculum, case studies/clinical experience and preparedness for the National Council Licensure Examination (NCLEX).

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: Ratify an agreement from July 1, 2023, through June 30, 2024, with Assessment Technology Institute Solutions of Leaward, KS in a not-to-exceed total amount of $105,418.75.

5.4.1. NEW HIRES

	Employee Name	Proposed Job Classification, Position Number, Title Department	Effective Date	Contract Dates
1	Page, Caryn	Professional Position Number: 0093 Academic Operations Manager, Business and Social Sciences Division	9/11/2023	9/11/2023-6/30/2024
2	Summers, Liya	Professional Position Number: 1894 Organizational Change Manager**, Application Development	10/9/2023	10/9/2023-6/30/2024
Recommendation: Approve the above full-time employment.				

**Temporary full-time position.

5.4.1. NEW HIRES (CONTINUED)

	Reason	Proposed Job Classification, Position Number, Position Title, Department	Proposed Job Grade, FLSA	Contract Dates
Administration is requesting the authorization to make offers of full-time employment and set the start dates prior to the October 24, 2023, Board meeting. These positions are funded in the FY24 budget. The proposed approvals are as follows:				
1	Administrative New Hire	Administrator Position Number: 1009 Executive Director, Community Programs	D72 Exempt	TBD
2	Professional New Hire	Professional Position Number: 1256 Manager*, TRiO-Student Support Services	C45 Exempt	TBD
Recommendation: Approve the authorization to make offers of full-time employment for the above positions, subject to Board approval of employment contracts at the October 24, 2023, Board meeting.				

*Grant/externally funded position.

5.4.2. PROBATIONARY PERIOD COMPLETION

The following employees have successfully completed the appropriate probationary period and are recommended for continued employment in the following Board-approved positions, in accordance with Board Policy 611 – Employment Practices and Procedures – Specialist.

	Employee Name	Job Classification, Position Number, Title, Department	Probation Period Completion Date	Contract Dates
1	Rodriguez, Sophia	Specialist Position Number: 1495 Human Resources Benefits Specialist, Human Resources	8/26/2023	8/26/2023-6/30/2024
2	Steffens, Shelby	Specialist Position Number: 1158 Laboratory Coordinator, Massage Therapy	8/12/2023	8/12/2023-6/30/2024
3	Yao, Dehong	Specialist Position Number: 0905 Research Analyst, Institutional Effectiveness, Planning and Research	8/12/2023	8/12/2023-6/30/2024

Recommendation: Approve the above full-time employment.

5.4.2. PROBATIONARY PERIOD COMPLETION (CONTINUED)

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.

	Employee Name	Job Classification, Position Number, Title, Department	Probation Period Completion Date
1	Wilson, Sharnice	Classified - Union Position Number: 0385 Custodian, Custodial	8/12/2023

Recommendation: Approve the above full-time employment.

5.4.2. PROBATIONARY PERIOD COMPLETION (CONTINUED)

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 Illinois Fraternal Order of Police Labor Council.

	Employee Name	Job Classification, Position Number, Title, Department	Probation Period Completion Date
1	Alvarado, Jacqi	Classified - Union Position Number: 0114 Police Officer, Police Department	8/8/2023

Recommendation: Approve the above full-time employment.

5.4.3. 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
Administration recommends a status change of a vacant part-time specialist position to a full-time position for Adult Education and English as a Second Language (ESL). The position change is funded through existing grant resources.								
1	Status Change	Vacant	Part-time Specialist Position Number: 1297 Enrollment Services Assistant*, Adult Education and ESL	Full-time Specialist Position Number: 1297 Enrollment Services Assistant*, Adult Education and ESL	B21 Non-exempt	B21 Non-exempt	9/27/2023	TBD
Recommendation: Approve the position changes with the effective date noted above.								

5.4.4. PROMOTIONS

The following employees applied for and have been selected for a promotion in the Board-approved positions noted below.

	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Effective Date	Contract Dates
1	Laskey, Jessica	Specialist Position Number: 1804 Academic Success Advisor, Advising and Retention	Specialist Position Number: 1200 Lead Academic Success Advisor, Advising and Retention	10/2/2023	10/2/2023- 6/30/2024
2	Miller, Andrew	Specialist Position Number: 1590 Lead IT Technician, Technology Support	Specialist Position Number: 0230 Software Developer, Application Development	10/2/2023	10/2/2023- 6/30/2024
3	Pizano, Ana Karen	Specialist Position Number: 0996 Lead Research Analyst, Institutional Effectiveness, Planning and Research	Administrator Position Number: 0035 Director, Institutional Effectiveness, Planning and Research	9/18/2023	9/18/2023- 6/30/2024

Recommendation: Approve the above actions.

*Grant/externally funded position.

5.4.5. TRANSFERS

The following employees applied for and have been selected for a transfer in the Board-approved positions noted below.

	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Effective Date	Contract Dates
1	Guzman, Norma	Specialist Position Number: 1544 Dual Credit College Readiness Program Coordinator*, P-20 Educational Partnerships	Specialist Position Number: 1891 Dual Credit College Readiness Program Coordinator, P-20 Educational Partnerships	10/2/2023	10/2/2023-6/30/2024
2	Ruiz, Laura	Specialist Position Number: 1680 Academic Success Advisor, Advising and Retention	Specialist Position Number: 0992 International Student Recruiter, Global Engagement	10/2/2023	10/2/2023-6/30/2024

Recommendation: Approve the above actions.

*Grant/externally funded position.

5.4.6. RESIGNATIONS AND RETIREMENTS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date
1	Resignation	Figueroa, Clarissa	Part-time Classified Position Number: 1297 Enrollment Services Assistant*, Adult Education Testing	8/31/2023
2	Resignation	McCrory, Delmus	Part-time Specialist Position Number: 1664 Career Services Specialist, Career and Job Placement Center	8/31/2023
3	Resignation	Rodriguez, Becky	Professional Position Number: 0135 Academic Operations Manager, Communication Arts, Humanities and Fine Arts	9/5/2023
4	Resignation	Park, Kelly	Specialist Position Number: 1715 Enrichment Center Coordinator, Adult Education/Literacy	9/8/2023
5	Resignation	Kelly, Timothy	Specialist Position Number: 1430 Testing Specialist, Testing	9/11/2023

*Grant/externally funded position.

5.4.6. RESIGNATIONS AND RETIREMENTS (CONTINUED)

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date
6	Resignation	Stowe, Jackie	Part-time Specialist Position Number: 0251 Senior IT Technician, Techonology Support	9/21/2023
7	Retirement - Revised Date	Bonadore, Cindi	Classified Position Number: 0061 Assistant to the Vice President, Business Services and Finance	11/27/2023 Eligible for Policy 925 and 930
Recommendation: Approve the above actions.				

5.5.1 ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD'S WORKFORCE EQUITY INITIATIVE GRANT

Grantor: Illinois Community College Board

Amount: $700,000.00 **Period:** July 1, 2023 – June 30, 2024

Type: Non-Competitive **Matching Funds:** None

Lead Staff: Jesus Ruiz, Dean, Lakeshore Campus

Purpose: Grant funds will be used to continue to support the *Transform Lake County* initiative for the short-term workforce (credit and/or noncredit) training opportunities in high-need communities focused on workforce gaps to provide full-time employment paying at least 30% above the regional living wage. The College of Lake County will recruit and serve 70 underrepresented, low-income and underemployed Lake County residents and students with workforce training in Baking and Pastry Assistant, Early Childhood Level II – Illinois Gateways to Opportunity Credential, General Welding, Medical Reception/Receptionist, and Residential Heating Technician. Per grant requirements, African-American participants must represent a minimum of 60% of the population served.

Recommendation: Approve acceptance of the Illinois Community College Board's Workforce Equity Initiative Grant in the amount of $700,000.00.

5.5.2. ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD'S (ICCB) PIPELINE FOR THE ADVANCEMENT OF THE HEALTHCARE (PATH) WORKFORCE GRANT

Grantor: Illinois Community College Board

Amount: $1,295,473.00 **Period:** July 1, 2023 - June 30, 2024

Type: Non-Competitive **Matching Funds:** None

Lead Staff: Kristen Jones, Vice President of Education

Purpose: Grant funds will be used to remove financial barriers for students pursuing associate degrees and short-term career certificates in select healthcare programs identified by the ICCB. The following CLC healthcare programs will be featured: Health Information/Medical Records Technology/Technician, Healthcare Office Assistant, Medical Assistant, Pharmacy Technician, Phlebotomy Technician, Nursing (RN), Nursing Assistant, Surgical Technology and Medical Imaging (Radiology Technician). Last-dollar tuition and fees, stipends for life costs, books, uniforms, and testing costs will be available for qualified students in the program. Grant funds will also be used to support a Grants Specialist position and to purchase equipment and supplies in featured healthcare programs.

Recommendation: Approve the acceptance of the Pipeline for the Advancement of the Healthcare (PATH) Workforce grant in the amount of $1,295,473.00 from the Illinois Community College Board.

7.1. ELECTRONIC DOOR LOCKS

Lead Staff: Pat Argoudelis, Director, Business Operations

Funding Source: 2021 general obligation bond ($1,325,000.00), financing (as below)

Funding Request: $3,542,377.80

Bids	Amount
Tailored Security, LLC*	$3,412,181.00 (partially financed through a Master Lease Agreement through Verdant Commercial Capital, LLC)
Verdant Commercial Capital, LLC *	$2,702,043.80 (financed amount, inclusive of interest)

**Recommended*

Explanation of Purchase: This contract with Tailored Security, LLC is to ensure campus safety through sufficient, appropriate and properly functioning door locks throughout all locations. This request supports the purchase of the hardware, licensing and installation to upgrade electronic locks that are hard-wired for consistent reliability. This contract will be partially financed through a Master Lease Agreement with Verdant Commercial Capital, LLC.

This cooperative purchase is pursuant to the Illinois Compiled Statutes, 30 ILCS 525/ Governmental Joint Purchasing Act and the College's Procurement Policy 712 and was competitively bid under the PEPPM contract (#533902-155) for ancillary cabling and installation services.

Recommendation: Approve a contract for the purchase, installation, and licensing services with Tailored Security, LLC of West Dundee, IL, in a not to exceed amount of $3,412,181.00, subject to review by legal counsel. Also approve a 5-year Master Lease Agreement from October 1, 2023, through September 30, 2028, with Verdant Commercial Capital, LLC of Cincinnati, OH in a not to exceed amount of $2,702,043.80, subject to review by legal counsel, for a total spend in the amount of $3,542,377.80.

The Board further hereby designates the Master Lease Agreement as a Qualified Tax-Exempt Obligation pursuant to Section265(b)(3) of the Internal Revenue Code of 1986, as amended, and authorizes the Administration to execute appropriate certifications in connection therewith.

7.2. TENURE EMPLOYMENT STATUS OF FACULTY FOR 2023-2024

The following individuals are eligible for initial placement on tenure status effective in the Spring 2024 semester pursuant to Article 35 of the collective bargaining agreement with the College of Lake County Federation of Teachers.

Division	Faculty
Biological and Health Sciences	Bonine, Mary Milburn, Colleen Roque, Ravinal
Engineering, Math and Physical Sciences	Andrade, Francisco Myers, Don
Recommendation: Approve tenure status for the individuals named above, effective January 8, 2024.	

7.3. EMPLOYMENT STATUS OF FACULTY FOR SPRING 2024 THROUGH FALL 2024

The following individual is recommended as probationary faculty for the annual period of Spring 2024 semester through Fall 2024 semester:

Division	Faculty
Engineering, Mathematics and Physical Sciences Division	Garcia, David, Jr. (3rd Year)

Recommendation: Approve the retention of the individual named above as probationary faculty.

7.4. POLICY 129 – REMOTE ATTENDANCE AT BOARD OF TRUSTEES MEETING – REVISED – FIRST READING AND WAIVER OF SECOND READING

Policy 129 – Remote Attendance at Board of Trustees Meeting is presented for revision to align this policy with a recent statutory amendment to the Open Meetings Act to recognize an additional reason to consider remote attendance by a board member: "unexpected childcare obligations."

Governance, accreditation and best practice guidelines require routine review of policies to ensure they remain current to state statutes and relevant to College operations.

Board Policy 129 was last amended on February 28, 2017. This policy has been reviewed by the College's legal counsel. This revision is requested due to a statutory change that has been made to the Open Meetings Act.

The proposed policy changes are highlighted in red and are presented as a First Reading. The College's Administration recommends that the Board of Trustees waive a Second Reading and approve the policy as revised.

Recommendation: Waive Second Reading and approve revised Policy 129 Remote Attendance at Board of Trustees Meeting.

129 REMOTE ATTENDANCE AT BOARD OF TRUSTEES MEETING

A Board member may participate in any open or closed Board meeting via video or audio conferencing if a quorum of Board members is physically present and the member is prevented from physically attending because of:

(1) personal illness or disability; or
(2) employment purposes; or
(3) business of the public body; or
(4) a family or other emergency; or
(5) unexpected childcare obligations.

The Board shall follow the requirements and rules for remote attendance as set forth in the Illinois Open Meetings Act. 5 ILCS 120/7. Consideration of a member's request for electronic participation shall occur immediately after roll call is taken. Any member requesting to attend the meeting by electronic means must have such request approved by a majority vote of those members physically present.

7.4. POLICY 129 – REMOTE ATTENDANCE AT BOARD OF TRUSTEES MEETING – REVISED – FIRST READING AND WAIVER OF SECOND READING (CONTINUED)

Adopted 06/26/2007
Amended 02/28/2017
Amended __/__/2023

7.5. POLICY 913 – SALE OF COMPUTER SOFTWARE AND SERVICES – DELETE – FIRST READING AND WAIVER OF SECOND READING

Policy 913 – Sale of Computer Software and Services is presented for a First Reading and a waiver of the Second Reading regarding the proposed deletion of this policy.

Governance, accreditation and best practice guidelines require routine review of policies to ensure they remain current to state statutes and relevant to College operations.

Board Policy 913 was last amended on March 22, 1977. This policy has been reviewed by the College's legal counsel.

Recommendation: The deletion of Policy 913 is recommended as the College does not sell computer software or services nor does it have the capacity to do so. Administration recommends that the Board of Trustees waive a Second Reading and delete the policy.

~~**913 SALE OF COMPUTER SOFTWARE AND SERVICES**~~

~~The Vice President for Administrative Affairs and the Director of Information Systems shall be authorized to negotiate a sale price of computer programs and monthly fees for data processing services rendered to educational institutions within the district. The final agreement reached by both parties shall be submitted to the Board of Trustees for approval. All such agreements must be consummated in writing with appropriate copies filed with both purchaser and the College, and shall not include or be conditioned upon any warranties or obligations of whatsoever nature.~~

~~Inquiries regarding the sale of data processing services and/or software to noneducational institutions or to educational institutions outside of the college district shall be referred to the college President for review. If, in the judgment of the President, the request is deemed reasonable, the Vice President for Administrative Affairs and the Director of Information Systems shall follow the same procedures as stated above.~~

~~Adopted 03/22/77~~
Deleted _____

7.6. POLICY 914 – SALE OF FIXED ASSETS – DELETION – FIRST READING AND WAIVER OF SECOND READING

Policy 914 – Sale of Fixed Assets is presented for a First Reading and the waiver of the Second Reading regarding the proposed deletion of this policy.

Governance, accreditation and best practice guidelines require routine review of policies to ensure they remain current to state statutes and relevant to College operations.

Board Policy 914 was last amended on June 27, 2006. This policy has been reviewed by the College's legal counsel.

Recommendation: The deletion of Policy 914 is recommended as Policy 915 – Disposal outlines the processing of the College's obsolete assets. Administration recommends that the Board of Trustees waive a Second Reading and delete Policy 914.

~~**914 SALE OF FIXED ASSETS**~~

~~The Vice President for Administrative Affairs, or designee, shall be authorized to sell obsolete equipment owned by the college. Such sale shall be accomplished by soliciting price quotations or through public auction. Items proposed for sale shall be reported to the Board of Trustees 30 days prior to the sale. If equipment owned by the college has a greater trade-in value than outright sale price, the Vice President for Administrative Affairs, or designee, shall be authorized to trade such equipment when purchasing similar or replacement equipment. Such trade-in value shall be reflected in bid quotations received from vendors.~~

~~Adopted 03/22/77~~
~~Amended 06/27/06~~
Deleted _____