

### **CALL TO ORDER/ROLL CALL**

The open meeting was called to order in the Boardroom (A300) by Trustee Jennings at 4:02 p.m. The roll call was taken.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, John Lambrecht, Jim Reynolds, Colleen Rockafellow, Sean Sullivan, Sam Tolia, Orlando Velasquez

Members absent: Stephen Kubiczky, Elizabeth Potter

Also present: Tina Lilly, Ty Perkins, Bianca Sola-Perkins, Danielle Stephens

### **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to approve the minutes of the December 6, 2023 Finance meeting. A voice vote was taken and the motion carried unanimously.

### **CITIZEN PARTICIPATION/PRESENTATION**

#### **Human Resources Report (Joe Klinger):**

Added to payroll: \$242,822

Removed from payroll: \$360,210

NET removed from payroll: \$117,388

### **NEW BUSINESS**

Without objection, Mr. Jennings turned the meeting and new business over to Mr. Sullivan.

#### **Business Services**

##### **1. Budget Transfers**

The committee recommended that the Board of Trustees approve the proposed budget transfers to accommodate institutional priorities.

##### **2. Certificate of Final Completion and Payment for the Tutoring Lab Renovation**

The committee recommended that the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$129,332.83 for the Tutoring Lab Renovation – Building A Project. The total project cost was \$447,761.02 (\$42,368.98 below budget).

**3. Certificate of Final Completion and Payment for Boardroom & President's Office Carpet Replacement**

The committee recommended that the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$1,189.06 for the Boardroom & President's Office Carpet Replacement - Building A Project. The total project cost was \$33,379 (\$14,742.90 below budget).

**Academic and Student Affairs**

**4. S.E.E.D. Student Community Employment Experience (West Suburban Special Recreation Association)**

The committee recommended that the Board of Trustees approve a S.E.E.D. (Skill Enhancement and Employee Development) Program Community Work Experience Partnership Agreement with the West Suburban Special Recreation Association (W.S.S.R.A.), Franklin Park, Illinois. Student compensation, if any, is at the discretion of the employer. The Agreement will renew annually, unless cancelled by either party. In the event the Agreement is not renewed, students who are participating in the employment experiences at the time of expiration will be allowed to complete such assignment under the terms and conditions outlined in the Agreement. The employers will work with Triton enrolled S.E.E.D. students at no cost to the college.

**5. Affiliation Agreement with Edward Hospital**

The committee recommended that the Board of Trustees approve an Affiliation Agreement with Edward Hospital to enable students in Triton College's Nursing, Surgical Technology, Sterile Processing Technician, Certified Medical Assisting, Diagnostic Medical Sonography, Emergency Medical Technician, Nursing Assistant, Ophthalmic Technician, and Respiratory Care programs to participate in clinical education experiences at the site. The Agreement will be in effect from January 24, 2024, to January 25, 2025. Thereafter, this Agreement will automatically renew for additional one-year periods unless terminated by either party by giving at least ninety (90) days written notice to the other party prior to the expiration of the current term. If this Agreement is not renewed for a subsequent term or terminated without cause, students who are participating in the practical learning and clinical educational experiences at the time of termination will be allowed to complete such assignment under the terms and conditions set in the Agreement. There is no cost to the college for this Agreement.

**6. Affiliation Agreement with North Riverside Fire Department**

The committee recommended that the Board of Trustees approve the Cooperative Agreement with the Village of North Riverside Fire Department to enable students in the Triton College Emergency Medical Service and Fire Science programs to participate in internships at the Village of North Riverside Fire Department. This Agreement will become effective when signed by both parties and will automatically renew for one (1) year periods beginning January 24, 2024. Either

party may terminate the Agreement at any time, with or without cause, upon written notice of (1) semester or five (5) months, whichever is less. Students currently enrolled at the time of termination will be allowed to complete their clinical assignments under the same terms and conditions. There is no cost to the college for this Agreement.

**7. Affiliation Agreement with Gottlieb Memorial Hospital**

The committee recommended that the Board of Trustees approve an Agreement with Gottlieb Memorial Hospital to enable students in the Associate Degree Nursing, Nursing Assistant, Diagnostic Medical Sonography, Radiologic Technology, Surgical Technology, Ophthalmic Technician, Certified Medical Assistant, Emergency Medical Technician, Sterile Processing, and Respiratory Care programs to participate in clinical rotations at the site. This Agreement will commence on January 25, 2024, and remain in effect for a term of three (3) years expiring on January 24, 2027. During the term of the Agreement, it may be terminated with or without cause by either party upon thirty (30) days prior written notice. Students already enrolled in and participating in an educational experience pursuant to this Agreement at the time of the notice of termination will be given a period of time not to exceed the shorter of i) the end of the semester or ii) six (6) months from the date of the notice of termination during which to complete the current course in their educational experience at Gottlieb Memorial Hospital. There is no cost to the college associated with this Agreement.

**8. High School Credit Recovery Program on Triton's Campus**

The committee recommended that the Board of Trustees approve an Agreement with Leyden High School District 212 and West40 Intermediate Services to offer a designated classroom for up to thirty (30) Leyden High School students participating in the West40 Seniors+ credit recovery program to complete high school credit while concurrently enrolled in Triton credit courses. Leyden High School District 212 will provide no more than thirty (30) students per semester, lunch and light snacks for the students, elective high school credit for dually enrolled students, and a high school diploma for completers. West40 will provide at least one (1) certified secondary education instructor to facilitate the high school credit recovery instruction, at least one (1) advocate (counselor) to provide wraparound students support services, supervision of staff, learning materials, supplies, computers with charging station, and small refrigerator. Triton College will provide up to thirty (30) students per semester with access to a one (1) credit career and college readiness course. Instructional fees and supplies associated with the credit course will be covered by grant dollars.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Finance Exhibits 1 through 8 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

## **PURCHASING SCHEDULES**

B46.09 Indiana Printing and Publishing Company, Inc. – Ms. Daniels recommended that the Board of Trustees accept a proposal for printing Summer 2024 Triton College Districtwide Combined Schedule of Classes, submitted by Indiana Printing and Publishing Company, Inc., in accordance with their low specified bid of \$38,791.

## **APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mr. Tolia seconded, to forward Purchasing Schedule B46.09 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

## **CLOSED SESSION**

The committee determined that there was no reason to move to Closed Session.

## **INFORMATION ITEMS**

### **Second Quarter Investment Report (Jim Reynolds)**

The report was shared in advance and there were no questions to the information provided.

### **Monthly Financial Report (Jim Reynolds)**

- \$15,146,006 in tax revenue has been collected to date in FY24.
- Our enrollment is up; the college has received or billed 79% of the budget expectation in tuition and fees.
- The college has received 49% of the base operating grant funds.

## **ADJOURNMENT**

Mr. Sullivan made a motion, Mrs. Rockafellow seconded, to adjourn the meeting at 4:17 p.m. A voice vote was taken and the motion carried unanimously.

Respectfully submitted,

*Margaret Kluza*

Margaret Kluza  
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: February 7, 2024