CALL TO ORDER/ROLL CALL

The meeting was called to order by Ms. Peluso at 4:05 p.m. in the Board Room, A300.

Present: Mr. Abezetian, Ms. Carpenter, Mr. Garrity, Mr. Kennedy, Mr. Klinger, Mr. Lambrecht, Ms. Peluso, Mrs. Potter, Mr. Reynolds, Mr. Sullivan.

Absent: Mr. Kubiczky (Mr. Kubiczky is attending a legal presentation at Northwestern University Law School).

Also Present: Susan Page, Raquel Monge, Kris McCall.

APPROVAL OF MINUTES

Mr. Sullivan, moved, Mrs. Potter seconded to approve the minutes of the March 2, 2016, Finance meeting. Voice vote carried the motion unanimously.

CITIZEN PARTICIPATION/PRESENTATIONS

Mr. Kennedy presented the April Quarterly ERP Report highlighting the following items: Colleague license upgrade; Travel Policy; Licensed Electronic Signature Software; ERP Budget.

Ms. Monge presented the Third Quarter Grant Status Report which included FY16 awards, funding requests submitted. Additionally, Ms. Monge noted that the College was invited to submit a full proposal to the Angell Foundation who will be conducting a site visit at Triton in April.

NEW BUSINESS

Ms. Peluso stated that with no objection from the committee, the committee will take one vote for the action exhibits and one vote for the purchasing schedules. There was no objection from the committee. Ms. Peluso turned the meeting over to Mr. Sullivan.

1. Budget Transfers

   Mr. Sullivan asked if there were any questions on the budget transfers. The committee had no questions.

2. Commercial Alarm Systems Vendor Limit Increase

   Mr. Sullivan stated that this is a request to increase the FY16 vendor limit to $36,374 for Commercial Alarm System to provide and install natural gas detectors
in science labs and kitchens. The installation will increase the purchase order by $23,884.

3. **Ellucian Recruiter Software Subscription Upgrade**

Mr. Sullivan stated that this is a 62-month Recruiter Software Subscription Services Agreement with Ellucian at an annual cost of $57,600. The cost includes a 10% educational discount on the annual cost with a 0% price escalation over the 62-month contract. The annual Recruiter maintenance cost will increase an average of $10,551 for a total increase of $52,756 over the term of the Agreement. The total cost of the 62-month Agreement is $297,600.

4. **Release and Disposal of Obsolete Equipment – Cernan Earth and Space Center, No. 3**

Mr. Sullivan stated that this is a request to approve the release and disposal of 62 obsolete items from the Cernan Earth and Space Center. Items included are slide projectors, special effects projectors, slides, slide trays, projector parts, and other obsolete and used laser show equipment. The Cernan staff will arrange for the removal by various recipients or dispose of properly upon release by the Board of Trustees. Ms. Peluso and Mr. Sullivan commented on the fine job that Kris McCall has done since her tenure began at the College.

5. **Release of College Property – G Building Healthcare Equipment, R Building Fitness Equipment and Athletic Field Equipment**

Mr. Sullivan stated that this is a request to approve the release of healthcare, fitness, and athletic field equipment from the G and R Buildings. The equipment holds no specific dollar, academic or operational value to the College. Old equipment once released will be disposed of through various methods such as auction, sale, or scrap as deemed most cost effective.

6. **Agreement with Shaker Recruitment Advertising & Communications**

Mr. Sullivan stated that this is a request to place employee recruitment advertising with Shaker Recruitment Advertising & Communications. To date, in FY 2016, the College has purchased $21,179 in advertising services from Shaker. Shaker charges are on a per posting basis with fees ranging between $130 to $600 dependent on ad size and job board. The total expenditures to Shaker will not exceed the amount of $50,000 for FY 2016.
7. **SiteImprove Service Agreement**

Mr. Sullivan stated that this is a request to approve an annual Service Agreement with SiteImprove Inc. for service on the Triton College website. The initial invoice will be prorated from April 20, 2016 through June 30, 2016 at a cost of $1,834.33. The Agreement shall renew annually on July 1st and be billable each fiscal year at an annual cost of $8,200, until either party cancels the Agreement with no less than sixty days written notice prior to the end of the term.

8. **American Digital – Campus Renewal Network Hardware**

Mr. Sullivan stated that this is a request to approve the purchase of two Hewlett Packard 5412 network switches and associated hardware needed for the campus renewal and network expansion from American Digital. The cost of the hardware is $39,778.20. The network hardware is required for the new smart classroom technology, access control, IP phones, access points, computers and additional IP devices that will be deployed during the campus renewal.

9. **American Digital – Virtual Server Expansion Hardware**

Mr. Sullivan stated that this is a request to approve the purchase of two Hewlett Packard server blades and associated hardware for virtual server expansion from American Digital. The cost of the hardware is $16,053.26. The HP Blade hardware will allow Triton to expand the capacity of the virtual servers on the network. The expansion is needed to host additional virtual servers on site for software licensing, software hosting and classroom support.

10. **Cooperative Agreement with Adventist Midwest Health**  
** (Confirmation of Board Poll)

Mr. Sullivan stated that this is a Confirmation of Board Poll which approved the extension of term of the Cooperative Agreement with Adventist Midwest Health. This Agreement provides clinical experiences to students enrolled in Diagnostic Medical Sonography and Nursing. The extension shall continue through December 31, 2016. There is no cost associated to the College with the Agreement.

11. **Cooperative Agreement with Advocate Medical Group**

Mr. Sullivan stated that this is a Cooperative Agreement with Advocate Medical Group. The Agreement is effective when signed by both parties and shall have a term of three years. The Agreement provides clinical experiences to students enrolled in the Medical Assistant, Diagnostic Sonography, Radiologic Technology and Nursing programs. There is no cost associated to the College with the Agreement.
12. Cooperative Agreement with Advocate Christ Medical Center

Mr. Sullivan stated that this is a Cooperative Agreement with Advocate Christ Medical Center. The Agreement is effective when signed by both parties and shall have a term of three years. The Agreement provides clinical experiences to students enrolled in the Diagnostic Medical Sonography, Radiologic Technology, Nuclear Medicine, Surgical Technology and Nursing programs. There is no cost associated to the College with the Agreement.

13. Cooperative Agreement with Maryville Children’s Health Care Center

Mr. Sullivan stated that this is a Cooperative Agreement with Maryville Children’s Healthcare Center and is effective when signed by both parties and shall have an initial term of one year. The Agreement provides clinical experiences to students enrolled in the Nursing and Nursing Assistant programs. There is no cost associated to the College with the Agreement.


Mr. Sullivan stated that this is an Agreement between Triton College and Walgreens, Inc. that allows Continuing Education pharmacy technician students to conduct the clinical component of their program onsite at Walgreens pharmacies. There is no cost to the agreement.

15. Data Sharing Agreement with Educational Testing Services (ETS)

Mr. Sullivan stated that this is an Agreement between Educational Testing Services (ETS) and Triton College. This is a joint research project with ETS and will identify how non-cognitive factors impact online student success. There is no monetary cost to the College.

16. Dominican University Facility Usage Partnership Agreement

Mr. Sullivan stated that this is a Facility Usage Partnership Agreement with Dominican University allowing Dominican to have priority scheduling on Triton’s Men’s baseball field. Dominican University will provide a 10-year prepayment of expected usage in the amount of $200,000. The Triton Board of Trustee action taken on February 18-19, 2016 (Board Poll), is rescinded.

17. Athletic Facilities Rental Rate Schedule

Mr. Sullivan stated that this is a modification of the Triton College Facilities Rental schedule pertaining to athletic facilities. As part of the campus renewal project, the new and enhanced athletic facilities will be utilized for Triton’s events.
Additionally, in anticipation of high demand, the creation of a “priority partner” status will be implemented to better define scheduling criteria.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan moved, Mr. Abezetian seconded to forward Finance Exhibits 1 through 17, to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

PURCHASING SCHEDULES

B38.19  Radiology Wireless DR Panel: Ms. Carpenter recommended that a proposal for a Wireless DR Panel for the Radiology department be awarded to RadSource Imaging Technologies in accordance with their low specified bid of $36,610.

B38.20  Building R Renovations: Ms. Carpenter recommended that a proposal for the Building R Renovation project be awarded to Power Construction Company in accordance with their low specified bid totaling $7,176,391.

B38.21  Building D Science Labs: Ms. Carpenter recommended that proposal for the Building D Science Labs project be awarded to Power Construction Company in accordance with their low specified bid totaling $1,897,738.

B38.22  Multiuse Field Lighting: Ms. Carpenter recommended that a proposal for the Multiuse Field Lighting project be awarded to Barton Electric Inc. in accordance with their low specified bid of $299,900.

B38.23  Mechanical Upgrades: Ms. Carpenter recommended that a proposal for Mechanical Upgrades be awarded to Premier Mechanical, Inc. in accordance with their low specified bid of $72,600.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan moved, Mr. Kennedy seconded to forward Purchasing Schedules B38.19 – B38.23 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.  *(Note: B38.20 was pulled prior to April Board of Trustee meeting).*

CLOSED SESSION

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

- Monthly Financial Report
- Third Quarter Investment Report

ADJOURNMENT

Mr. Sullivan moved, Mr. Abezetian seconded to adjourn the meeting at 4:54 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

Carolyn Palmer
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: May 4, 2016