

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

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

Members present: Michael Garrity, Tracy Jennings, Joe Klinger, John Lambrecht, Elizabeth Potter, Melissa Ramirez-Cooper, Sean Sullivan

Members absent: Garrick Abezetian, Stephen Kubiczky, Jim Reynolds, Colleen Rockafellow, Sam Tolia, Orlando Velasquez

Also present: Ty Perkins, Tina Lilly, Danielle Stephens

### **APPROVAL OF MINUTES**

Mr. Sullivan made a motion, Mr. Garrity seconded, to approve the minutes of the February 7, 2024 Finance meeting. A voice vote was taken and the motion carried unanimously.

### **CITIZEN PARTICIPATION/PRESENTATION**

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

Added to payroll: \$417,403

Removed from payroll: \$339,155

NET added to payroll: \$78,248

### **NEW BUSINESS**

Without objection, Mrs. Potter 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 Authorization of Final Payment for the R221 Renovation and Abatement Project**

The committee recommended that the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$2,940.25 for the R221 Renovation and Abatement Project. The total project cost was \$29,402.50 (\$8,822.50 below budget).

**3. Authorization for Release and Sale of College Property through the Obenauf Auction Site**

The committee recommended that the Board of Trustees approve the release and/or sale of college property (i.e.: 2000 Ford Taurus Sedan; 2002 Ford Taurus Station Wagon; and 2008 Ford E150) through the Obenauf online auction site. The items will be posted to the auction site following the Board release and the price obtained will be based on the public bidding program developed by Obenauf. There is no sellers fee assessed to Triton College for this service in honor of Obenauf's 40 Year Anniversary.

**Academic and Student Affairs**

**4. Facility Usage Fee Reduction: PACE Suburban Bus**

The committee recommended that the Board of Trustees approve a facility usage Agreement with PACE to utilize Triton College classroom A122A to provide Commercial Driver's License Instruction on 12 dates between 4/16/24 and 5/31/24. The total cost for this facility usage is \$19,200 and Triton will waive half of the scheduled rate. PACE will pay the College a total of \$9,600.

**5. Clinical Affiliation Agreement with Kindred Hospital Chicago Lakeshore**

The committee recommended that the Board of Trustees approve an Affiliation Agreement with Kindred Hospital Chicago Lakeshore to enable students in Triton College's Respiratory Care program to participate in clinical education experiences at the site. The Agreement starts March 20, 2024, with an initial term of one (1) year, expiring March 20, 2025. Thereafter, it shall automatically renew for an additional year unless terminated by either party. In the event that this Agreement is not renewed for a subsequent term or terminated without cause, students who are participating in the clinical educational experiences at the time of termination shall be allowed to complete such assignment under the same terms and conditions. There is no cost to the college for this Agreement.

**6. Clinical Affiliation Agreement with Kindred Hospital Chicago North**

The committee recommended that the Board of Trustees approve an Affiliation Agreement with Kindred Hospital Chicago North to enable students in Triton College's Respiratory Care program to participate in clinical education experiences at the site. The dates and conditions of the Agreement are the same as for the Agreement with Kindred Hospital Chicago Lakeshore (see above). There is no cost to the college for this Agreement.

**7. Addition and Change of Course Fees for Inclusive Access Program Effective Fall 2024**

The committee recommended that the Board of Trustees approve the inclusion of the cost of digital course materials in the course fees for one Math course and a change in course fees for eighty-seven (87) Accounting, Biology, Business, Chemistry, Criminal Justice, Engineering Technology, Health, Mathematics, Music,

Psychology, Rhetoric, Sociology, and Speech courses as part of the McGraw Hill and Pearson Education “Inclusive Access” program in order to provide students with access to the required instructional materials as early as one week prior to the first day of class, and, consequently, increase retention and success rate.

**8. Program Memorandum with Northwest Community Healthcare**

The committee recommended that the Board of Trustees approve a Program Memorandum with Northwest Community Healthcare to enable students in Triton College’s Respiratory Care Program to participate in clinical education experiences at the site. This Memorandum, which is part of the Master Affiliation Agreement, may be terminated at any time by either party upon thirty (30) days advanced written notice. In the event that this Program Memorandum is terminated, students who are participating in the clinical educational experiences at the time of termination shall be allowed to complete such assignment under the same terms and conditions. There is no cost to the college for this Agreement.

**9. Program Memorandum with Swedish Hospital**

The committee recommended that the Board of Trustees approve a Program Memorandum with Swedish Hospital to enable students in Triton College’s Respiratory Care program to participate in clinical education experiences at the site. This Program Memorandum, which is part of the latest Master Affiliation Agreement, is effective March 21, 2024 through May 31, 2027, and may be terminated at any time by either party upon thirty (30) days advanced written notice. Any student performing pursuant to the Master Affiliation Agreement and this Program Memorandum shall be permitted to complete the educational experience in which they are already performing under the same terms and conditions. There is no cost to the college for this Agreement.

**Information Systems**

**10. Ellucian Recruiter Software Renewal**

The committee recommended that the Board of Trustees approve a five-year renewal Agreement with Ellucian Corporation to provide annual software updates for “Ellucian CRM Recruit Cloud Software” (a/k/a “Recruiter”) that supports Triton’s different online enrollment applications. The term of this Agreement will run from July 1, 2024 through June 30, 2029, for a cost of \$62,467 in FY25; \$65,590 in FY26; \$68,869 in FY27; \$72,313 in FY28 and \$75,929 in FY29 for a total cost to the college of \$345,168.

**APPROVAL OF ACTION EXHIBITS**

Mr. Sullivan made a motion, Mr. Lambrecht seconded, to forward Finance Exhibits 1 through 10 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

**PURCHASING SCHEDULES**

- B46.11 Dental Equipment – Ms. Daniels recommended that the Board of Trustees accept a proposal for purchasing dental equipment submitted by Benco Dental Supply Co in accordance with their low specified bid of \$27,400.02.
- B46.12 Roof Guard System – Campus Wide – Ms. Daniels recommended that the Board of Trustees accept a proposal for the Roof Guard Systems – Campus Wide project submitted by Preservation Services in accordance with their low specified bid of \$213,201.30.

**APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Purchasing Schedules B46.11 and B46.12 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**

**Monthly Financial Report (Sean Sullivan)**

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

**ADJOURNMENT**

Mr. Sullivan made a motion, Mr. Garrity seconded, to adjourn the meeting at 4:16 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: April 3, 2024