

CALL TO ORDER/ROLL CALL

The open meeting was called to order in the Boardroom (A300) by Trustee Elizabeth Potter at 4:00 p.m.

Members present: Garrick Abezetian, Michael Garrity, Tracy Jennings, Joe Klinger, John Lambrecht, John McGarry, Elizabeth Potter, Jim Reynolds, Sean Sullivan

Members absent: Stephen Kubiczky, Colleen Rockafellow

Also present: Jodi Koslow-Martin

APPROVAL OF MINUTES

Mr. Sullivan made a motion, Mr. Garrity seconded, to approve the minutes of the February 2, 2022 Finance meeting. A voice vote was taken and the motion carried unanimously.

CITIZEN PARTICIPATION/PRESENTATION

Human Resources (Joe Klinger):

Mr. Klinger reported that a recommendation was made to hire the new Director of Dual Credit Programs.

Added to payroll: \$313,993

Removed from payroll: \$231,621

NET addition to payroll: \$82,372

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

NEW BUSINESS

Business Services

1. Budget Transfers

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

2. Disposal of Obsolete Computer Equipment

The committee recommended that the Board of Trustees approve the release and disposal of 615 items of obsolete computer related equipment, including computers, monitors, printers, and computer peripherals. The equipment was purchased with grant and operating funds and is non-operational, unrepairable, obsolete and out of

service and well beyond its useful life. The college will use Illiana Computer Recycling Inc., a disposal company that removes and disposes of this equipment at no charge to the college.

3. AT&T ADI-Ethernet Phone Service

The committee recommended that the Board of Trustees approve a 40-month service Agreement with AT&T for ADI-Ethernet Phone Service (campus voice lines). The ADI-Ethernet service will replace the current ADI-TDM (time-division multiplexing) service. This Agreement will be in effect from the date of approval in March 2022 through June 30, 2025. The monthly expense to the college is projected to decrease on average from \$1,107.99/mo to \$855.86/mo for a projected monthly savings of \$252.13 and an annual savings of \$3,025.56

Academic & Student Affairs

4. Change of Course Fees for Selected Accounting and Business Courses

The committee recommended that the Board of Trustees approve course fees for the following Accounting and Business courses, beginning Spring 2023: ACC 103 at \$84.16; ACC 257 at \$88.00; ACC 270 at \$76.80; BUS 128 at \$80.00; BUS 212 at \$83.20; BUS 240 and BUS 275 at \$80.00. As part of the Agreement with Follet Bookstore to implement McGraw Hill Education's "Inclusive Access Program", students pay the respective fee to Triton College and the full fee will be remitted by Triton to Follet. Students are not charged for course materials if they drop the class during the normal "full refund" period. The cost to Triton will be the expense of collecting the fee, including but not limited to any loss realized from students who do not pay the College tuition and fees.

5. Purchase of Accuplacer Units for Placement Testing

The committee recommended that the Board of Trustees approve the purchase of up to 22,000 ACCUPLACER units for placement testing to assess new and continuing students for placement into English and Mathematics courses, as well as those courses with related prerequisites. The ACCUPLACER units will be purchased at a cost of \$1.95 per unit. The total cost for FY2022 will not exceed \$42,900.

APPROVAL OF ACTION EXHIBITS

Mr. Sullivan made a motion, Mr. Abezetian seconded, to forward Action Exhibits 1 through 5 to the Board of Trustees with a recommendation for approval. A voice vote was taken and the motion carried unanimously.

PURCHASING SCHEDULES

B44.13 Continuing Ed Guide – Summer 2022 - Mr. McGarry recommended that the Board of Trustees accept a proposal for printing Summer 2022 Continuing Ed

Guide, submitted by K. K. Stevens Publishing Company, in accordance with their low specified bid of \$22,497.50.

- B44.14 Districtwide Combined Schedule of Classes – Fall 2022 – Mr. McGarry recommended that the Board of Trustees accept a proposal for printing Fall 2022 Districtwide Combined Schedule of Classes, submitted by Breese Publishing Company, in accordance with their low specified bid of \$50,216.
- B44.15 West Dome RTU Replacement – Building A - Mr. McGarry recommended that the Board of Trustees accept a proposal for West Dome RTU Replacement – Building A project, submitted by Oakbrook Mechanical Services, Inc., in accordance with their low specified bid of \$178,200.
- B44.16 Touchless Actuator – Campus Wide - Mr. McGarry recommended that the Board of Trustees accept a proposal for Touchless Actuators – Campus Wide project, submitted by Edwin Anderson Construction Company, in accordance with their low specified bid of \$438,000.

APPROVAL OF PURCHASING SCHEDULES

Mr. Sullivan made a motion, Mr. Garrity seconded, to forward Purchasing Schedules B44.13, B44.14, B44.15, and B44.16 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 (Jim Reynolds)

- As of 2/28/22, Triton College is 67% through FY22.
- \$14,250,057 in tax revenue has been collected to date.
- We have received additional base operating grant money: 65% has been received to date.

ADJOURNMENT

Mr. Sullivan made a motion, Mr. Klinger seconded, to adjourn the meeting at 4:13 p.m. A voice vote was taken and the motion carried unanimously.

Respectfully submitted,

Margaret Kluza

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Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: April 6, 2022