



**Regular Meeting of the
Board of Trustees**

Agenda

Tuesday, November 20, 2018

- I. CALL TO ORDER** November 20, 2018 at 8:05 p.m.
or immediately following the Board Audit Committee
Boardroom – A-300
- II. ROLL CALL**
- III. APPROVAL OF BOARD MINUTES – VOLUME LV**
Minutes of the Regular Board Meeting of October 16, 2018, No. 5
- IV. COMMENTS ON THIS AGENDA**
- V. CITIZEN PARTICIPATION**
- VI. REPORTS/ANNOUNCEMENTS – Employee Groups**
- VII. STUDENT SENATE REPORT**
- VIII. BOARD COMMITTEE REPORTS**
 - A. Academic Affairs/Student Affairs
 - B. Finance/Maintenance & Operations
- IX. ADMINISTRATIVE REPORT**
- X. PRESIDENT’S REPORT**
- XI. CHAIRMAN’S REPORT**
- XII. NEW BUSINESS**
 - A. Action Exhibits
 - 16210 Budget Transfers
 - 16211 Certificate of Final Completion and Authorization of Final Payment,
M Building Pavement Stabilization
 - 16212 Three Year Extension to the Follett Bookstore Agreement
 - 16213 Prevailing Wage Resolution 2018-2019
 - 16214 Chicago Office Technology Group – SMART Notebook License
Renewal
 - 16215 Waiver of Facility Rental Fee – West 40 Immediate Service Center No 2
and Community Alliance
 - 16216 2019 Triton College Health Benefit Plan (Blue Cross Blue Shield PPO)
Employee Co-Premium Rates
 - 16217 2019 Triton College PPO Health Plan Premiums

- 16218 2019 Blue Cross Blue Shield HMO Premium Rates
- 16219 2019 Delta Dental PPO Premiums
- 16220 2019 Delta Dental Voluntary Coverage Premiums
- 16221 2019 Payflex FSA Administrative Services Fees
- 16222 College Curriculum Committee Recommendation – September 2018
- 16223 College Curriculum Committee Recommendations – October 2018

B. Purchasing Schedules

C. Bills and Invoices

D. Closed Session – To discuss and consider the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation

E. Human Resources Report

Offer Position and Contract Approval

3.1.01 Paul Jensen, Associate Vice President of Academic Innovation & Workforce Education

3.2.01 Colleen Rockafellow, Interim Dean of Continuing Education

XIII. COMMUNICATIONS – INFORMATION

A. Human Resources Information Materials

B. Informational Material

XIV. ADJOURNMENT

AGREEMENT (Probationary)

This Probationary Employment Agreement is made and entered into this 20th day of November, 2018 in River Grove, Illinois by and between the Board of Trustees of Community College District #504, commonly known as Triton College, (hereinafter referred to as the "Board") and Paul Jensen (hereinafter referred to as "Administrator").

WHEREAS, the Board is desirous of obtaining the services of an Associate Vice President of Academic Innovation and Workforce Education; and

WHEREAS, it is the recommendation of the Triton College Administration that the Board offer such position to Paul Jensen;

WHEREAS, Paul Jensen is desirous of providing said services to the Board as an Associate Vice President of Academic Innovation and Workforce Education;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, it is agreed by the Board and Administrator follows:

1. The Board shall employ the Administrator commencing from November 26, 2018 and ending May 26, 2019.
2. The Board shall compensate Administrator bi-weekly installments, based upon an annual base salary \$145,000.
3. The Administrator has represented to the Board that he fully meets the qualifications to hold the position of Associate Vice President of Academic Innovation and Workforce Education; as prescribed by the Board and, where applicable, the statutes of the State of Illinois. It is understood by the parties that all explicit and all implicit representations made by the Administrator regarding her qualifications and credentials to

hold said position have been relied upon by the Board in the formation of this Agreement and that such representations of qualifications are a material basis for the formation of the Agreement.

4. During the term of this Agreement, the Administrator agrees to faithfully perform and discharge all services and duties as may be assigned to the Administrator and the Administrator agrees to comply with all rules, regulations and practices of the Board and Triton College in the performance of said services and duties.

5. The Administrator agrees to perform all assigned services and duties to the satisfaction of the President of the College. The Administrator acknowledges and agrees that the President of the College may reassign job responsibilities as specified in the Administrative Policy Manual, within the President's sole and exclusive discretion.

6. Initial employment under this Agreement is subject to an initial probationary period of up to one-hundred eighty (180) calendar days, commencing on November 26, 2018. Administrator shall be evaluated after the completion of sixty (60), one-hundred twenty (120) and one-hundred eighty (180) days of employment. After the completion of one-hundred eighty (180) calendar days, and contingent upon satisfactory evaluations by the President, Administrator will be recommended to the Board for permanent appointment to the position.

7. Upon written notice to the Administrator, the President may extend the probationary period for an additional sixty (60) calendar days. In the event of an extension of the probationary period, the Board shall approve an additional probationary employment agreement. Until such time as the Board approves a non-probationary employment

agreement, Administrator will not be considered to have completed the initial probationary employment period.

8. In the event that any Administrator's evaluations include an unsatisfactory rating, the President shall recommend immediate termination of employment to the Board at the next regularly scheduled meeting of the Board of Trustees. Administrator understands and agrees that employment may be terminated at any time during this probationary employment agreement.

9. This Agreement is subject to all matters set forth in the College's Administrative Policy Manual the ("Manual"). The terms and provisions of the Manual, as such Manual may be amended in the Board's sole discretion from time to time, are incorporated by reference herein.

10. This Agreement is for the personal services of Administrator and may not be assigned, in whole or in part, by either party, without the prior written approval of the other party.

11. This Agreement shall be governed by, and construed in accordance with the laws of the State of Illinois. All disputes shall be governed by the Circuit Court of Cook County.

12. During this period of employment, Administrator will not engage in any consulting activities without written authorization and under the terms and conditions as set forth in the Manual.

13. All notices required or permitted to be sent hereunder shall be in writing and in the manner as set forth within. Notices shall be sent to the following addresses:

A. Notices to the Board

Secretary
Board of Trustees of Community College
District 504 (Triton College)
2000 Fifth Avenue
River Grove, Illinois 60171

B. Notices to Paul Jensen

[REDACTED]

The addresses set forth herein may be changed by the parties from time to time by sending written notice of such changes to other party.

IN WITNESS WHEREOF, the parties executed the foregoing Agreement on the date first set out above.

Administrator

Board of Trustees of Community College
District No. 504 (Triton College),
County of Cook and State of Illinois

By: _____

By: _____

AGREEMENT

This Agreement is made and entered into this 20th day of November 2018 in River Grove, Illinois by and between the Board of Trustees of Community College District #504, Triton College, (hereinafter referred to as the "Board") and Colleen Rockafellow as Administrator (hereinafter referred to as "Administrator").

WHEREAS, the Board is desirous of obtaining the services of an Interim Dean of Continuing Education and hiring Colleen Rockafellow as an employee of Triton College to fill said position;

WHEREAS, Colleen Rockafellow is desirous of providing said services to the Board and to be employed by Triton College in said capacity;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, it is agreed by the Board and Colleen Rockafellow as follows:

1. The Board shall employ the Administrator commencing from November 26, 2018 and is effective until the position is filled with a permanent full time employee or the position is eliminated by the Board of Trustees and said Administrator shall be compensated at the annual basic salary rate of \$110,000 payable in installments.

2. The Administrator has represented to the Board that she fully meets the qualifications to hold the position of Interim Dean of Continuing Education as prescribed by the Board and, where applicable, the statutes of the State of Illinois. It is understood by the parties that all explicit and all implicit representations made by the Administrator regarding her qualifications and credentials to hold said position have been relied upon by the Board in the formation of this Agreement and is a material basis for the formation

of the Agreement.

3 During the term of this Agreement, the Administrator agrees to faithfully perform and discharge all services and duties as may be assigned the Administrator and the Administrator agrees to comply with all rules, regulations and practices of the College in the performance of said services and duties.

4. The Administrator agrees to perform all assigned services and duties to the satisfaction of the President of the College and the Board. The Administrator acknowledges and agrees that the Board may make reassignments of position as specified in the Administrative Policy Manual within the Board's sole and exclusive discretion.

5. This Agreement is subject to all matters set forth in the College's Administrative Policy Manual, and the terms and provisions of such manual in effect from time to time are incorporated by reference as though specifically set forth herein. The Board specifically reserves the right to amend the Administrative Policy Manual at any time according to its sole and exclusive discretion and all such amendments, if any, shall govern this Agreement.

6. This Agreement is for the personal services of Colleen Rockafellow and may not be assigned, in whole or in part, by either party, without the prior written approval of the other party.

7. This Agreement shall be governed by, and construed in accordance with the laws of the State of Illinois.

8. All notices required or permitted to be sent hereunder are to be in writing, as proved in the Administrative Policy Manual. Notices shall be sent to the following

addresses:

A. Notices to the Board

Secretary
Board of Trustees of Community College
District 504 (Triton College)
2000 Fifth Avenue
River Grove, Illinois 60171

B Notices to Colleen Rockafellow:



The addresses set forth herein may be changed by the parties from time to time by sending written notice of such changes to other party.

IN WITNESS WHEREOF, the parties executed the foregoing Agreement on the date first set out above.

Administrator

Board of Trustees of Community College
District No. 504 (Triton College),
County of Cook and State of Illinois

By: _____

By: _____