

**BOARD COMMITTEE ON FINANCE OFFICE, ADMINISTRATIVE SERVICES, AND OFFICE
 OF INFORMATION TECHNOLOGY COMMITTEE MINUTES**

Thursday, October 02, 2008

TRUSTEES

James Tyree, Chair
 Gloria Castillo
 Nancy Clawson
 Terry Newman
 Rev. Albert Tyson III
 Shamil Clay

CHANCELLOR

Wayne Watson

GENERAL COUNSEL

James Reilly

TREASURER

Dolores Javier

**OFFICERS OF THE
 DISTRICT**

Angela Henderson
 Xiomara Cortés Metcalfe
 Kenneth Gotsch
 Michael Mutz
 John Dozier
 Sylvia Ramos Ladick
 Clyde El-Amin
 Ghingo Brooks
 Valerie Roberson
 Lynn Muldrow Walker
 Charles Guengerich

FACULTY COUNCIL

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 Ralph Passarelli
 Ronnie Watson
 Melissa Reardon Henry
 Juliette Ferguson
 Elsa Tullos

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 Antonio Gutierrez
 Jana Fleming
 Christi Chadwick
 Cynthia Armster
 Sheila Johnson
 Ingrid Worrell
 Joseph Scheurich
 James Gonsiorek
 Sherrie Richardson
 Simon Visser
 Sheadrick Tilman
 Audrey Butler
 Cris Sayre
 Ukeyco Millsap
 Jennifer Seldon
 Eugene Nichols
 Shawn Koestering
 Jane Barnes
 Eugenia Krzyzanski

The meeting was convened in room 300 of the Board's district offices, 226 W Jackson Blvd., Chicago, IL.

1. **Minutes** of October 02, 2008 meeting of the Board Committee on Finance and Administrative Services were approved as submitted.
2. **Staff Reports:**

Committee Chair Nancy Clawson called the Board Committee meeting on Finance to order at 9:30a.m. and asked Vice Chancellor Kenneth C. Gotsch to present the report. Vice Chancellor Gotsch reported to the board the following:

TREASURY UPDATE

Monthly cash flow report: The District's Treasurer prepared the FY 2009 Monthly Cash Flow Report with actual results through August 2008 for today's meeting. This report covers the District's operating cash and investment fund receipts, disbursements, and balances. Total cash balances at the end of August 2008 were \$117.3 million, down \$15.8 million from July's \$133.1 million balance and above the District's minimum balance goal of \$83 million. Total Operating Fund balances, including restricted and medium to long term investments total \$215.9 million.

Table 1. District Operating Funds as of August 2008 (Dollars in Millions)

<u>Duration</u>	<u>Beginning Balance</u>	<u>In Flow</u>	<u>Out Flow</u>	<u>In/Out Invest.</u>	<u>End Balance</u>
Cash	\$ 9.5	\$ 17.9	\$ 34.4	\$20.9	\$ 13.9
PFM-Short Term	60.6	20.1	0.0	0.1	80.8
<u>Office of Finance Report (cont'd)</u>					
State Treasurer	<u>63.0</u>	<u>5.1</u>	<u>45.5</u>	<u>0.0</u>	<u>22.6</u>

Subtotal Cash	\$133.1	\$ 43.1	\$ 79.9	\$21.0	\$117.3
PFM-Working Cap	57.7	0.0	0.0	-0-	57.7
Seaway-Capital	0.6	.0	-0-	-0-	.6
PFM-OPEB Resrv	9.7	.0	0.0	-0-	9.7
PFM-Truman Proj	<u>30.6</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>30.6</u>
Total Operating	\$231.7	\$ 43.1	\$ 79.9	\$21.0	\$215.9

Also in your folders is the Public Financial Management, Inc (PFM) commentary as of the end of September 2008 detailing the trends in the District's PFM portfolio performance. Note: The September returns are net of fees.

	August 2008 Portfolio Information			
	Market Value	Duration	August 2008 Periodic Return	August 2008 Annualized Return
A. PFM Managed Investment Portfolios				
(1) Working Cash Portfolio	\$ 58,954,218	0.821	.225%	2.682%
- Merrill Lynch 1-Year U.S. Treasury Index		0.892	.282%	3.371%
(2) Truman Student Center/Parking Garage Project*	31,111,156	0.686	N/A	N/A
- No Benchmark			N/A	N/A
(3) OPEB Portfolio	9,767,692	.916	.224%	2.671%
- Merrill Lynch 1-3 Year U.S. Treasury Index		1.586	.484%	2.671%
(4) Short-term Operating Portfolio	<u>81,148,712</u>	.238	.191%	2.271%
- Merrill Lynch 3 month U.S. Treasury Index		0.157	.155%	1.840%
Total PFM	\$ 180,981,778			
B. State Treasure's Illinois Fund Portfolios:				
(1) Illinois Money Market Fund	\$ 8,424,062		0.170%	2.067%
(2) Illinois Prime Funds	<u>14,180,600</u>		0.180%	2.160%
Total Illinois Funds	\$ 22,604,662			
C. J. P Morgan Chase and other Cash Accounts	\$ 13,877,577		0	0
Total Cash Balance(Illinois Funds & Short-Term portfolio & Cash Accounts)	\$ 117,630,951			
Total Restricted Account Balances	99,833,066			
Total Account Balances.	\$ 217,464,017			

BUDGET/FINANCE UPDATE

Budget Update – The September 2008 budget activities included: completed budget transfers to campuses and departments to cover non-bargained for personnel agreed upon raises; presented FY 2009 budget to Malcolm X College faculty and staff; met with the Student Trustee, members of the Student Government Association, Deans of Student Services and Vice Presidents concerning the work of the Tuition and Fee Committee (requesting input on both revenue enhancing measures and cost saving strategies); participated as part of the Adult Education ICCB credit hour submission committee who met numerous times during the month; completed the District's FY2007 APSA analysis; worked with the **Office of Finance Report (cont'd)**

District's external auditors to document the annual budget process; attended the District's town hall meeting on textbook affordability; completed high level class size analysis comparing FY2008 to FY2009

year-to-date; and completed numerous budget transfers within the FY2008 budget to allow for posting of accruals; scheduled public hearing for the Truth In Taxation 2008 tax levy.

Next Steps for the FY2009 Budget - Print and distribute final copies of the budget book, file budget with ICCB, and submit budget to GFOA for their review. Other activities include finalize capital budget account status and beginning the FY2008 APSA analysis.

Controller Office September 2008 activities include managing the 2008 audits in progress: (a) nine Illinois Community College Board (ICCB) grants, (b) the CCC Foundation; (c) the Comprehensive Annual Financial Report (CAFR), the Internal Control review, and review of Information Systems; and (d) federal single audit; and other State agencies grant audits.

Finalized response to US Department of Education (US DOE) inquiry of FY 2006 Federal A-133 Single Audit exceptions related to the TRIO Programs. Final conclusion was no audit exceptions were substantiated and no funds being required to be returned to US DOE. Grants accounting staff participated in meeting with TRIO Program Directors and TRIO Consultant to walk through the US DOE's requirements, training opportunities, current policies and procedures, and opportunities for improvement to current policies and procedures. Grants accounting staff held training with TRIO Program Directors on Financial Reports such as the Grants Trial Balance, Grants Status Report, and Grants Budget Detail Report.

Procurement and Business Services - has successfully completed the following activities in the month of September 2008:

- Received Board approval for eighteen (18) board items at the September Board meeting and requesting approval for seventeen (17) board items for the October Board meeting;
- Last four months count of new vendors processed into the PeopleSoft vendor file:
 - June..... 489
 - July.....232
 - August..... 489
 - September..... 499
- Over the last nine months, purchase orders were reviewed and processed for transactions:

<u>Month</u>	<u>Business Services</u> over \$5,000		<u>Colleges</u> Under \$5,000	
	<u>No. PO</u>	<u>Expenditures</u>	<u>No. PO</u>	<u>Expenditure</u>
January 08	62	\$ 3.3 million	--	--
February 08	43	\$ 1.7 million	--	--
March 08	89	\$ 8.5 million	--	--
April 08	63	\$ 3.4 million	--	--
May 2008	100	\$ 2.6 million	--	--
June 2008	143	\$ 1.2 million	1,065	\$0.8 million
July 2008	43	\$ 2.2 million	964	\$0.9 million
August 2008	116	\$11.5 million	1,215	\$1.1 million
September 2008	61	\$ 1.1 million	1,359	\$1.1 million

- The October 2008 bid schedule includes the following four (4) items:

Dept/Campus	Contract	Status
Administrative Services	Public Notice-Request for Qualification-Architectural and Engineering Services	Ad Date 9/25/2008, Due 10/22/2008
Administrative Services	Television Support Design Equipment & Installation at Kennedy-King College-Rebid	Ad Date 10/6/2008, Due 10/27/2008
Administrative Services	Roof Repairs at Wilbur Wright College-Rebid	Ad Date 9/8/2008, Due 9/26/2008

Human Resources	Fingerprinting and Background Screening Services-Rebid	Ad Date 9/25/2008, Due 10/22/2008
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Over the last seven months, Accounts Payable staff reviewed and processed the following number of vouchers for vendor payments:

<u>Month</u>	<u>No. Vouchers</u>	<u>Change</u>
January 2008	3,202	---
February 2008	3,555	11.0%
March 2008	3,609	1.5%
April 2008	3,954	9.6%
May 2008	4,569	15.6%
June 2008	4,616	1.0%
July 2008	2,952	(36.0%)
August 2008	2,003	(32.1%)
September 2008	2,400	19.8%

Micro City Purchases - The District's August 2008 monthly Micro-City purchases report includes both monthly and year-to-date information. The total August 2008 Micro City purchases were about \$288,000 up \$129,000 from last month's expenditures of \$159,000. The two month year-to-date totals were approximately \$447,000.

<u>EQUIPMENT</u>	<u>August 2008</u>	<u>Year to Date</u>
Computers	\$ 58,690	\$ 59,609
Printers	3,284	3,571
Software	150,172	217,080
Related Equipment	<u>75,841</u>	<u>166,769</u>
Total	\$ 287,987	\$ 447,029

FINANCE OFFICE OCTOBER 2007 BOARD AGENDA ITEMS

Resolutions, Agreements, Purchases and other information before the Board this month are as follows:

Section 1 – Resolutions:

The Finance Office has two (2) resolutions in the October 2008 agenda before the board this morning:

1A – approves revisions to authorized signatures for Depositories of Board Funds by changing last name of one district officer to married name and adds and removes several executives due to personnel changes in September.

1B – authorizes the routine transfer of appropriated funds from within the various District funds from one object (or purpose) to another object (or purpose) that are necessary for college or District Office operations approximately \$3.9 million.

Section 3 – Resource Development

3B – communicates the eight (8) grants or contracts awards received during the month of August 2008 totaling \$3.4 million.

Office of Finance Report (cont'd)

3C – approves acceptance of Head Start/Child Care Collaboration proposal of \$457,710 for 95 children for half-day program from December 1, 2008 to November 30, 2009.

Section 4 - Agreements

There are ten (10) agreements on today's agenda:

4A – is an agreement with Johnson Research Group, beginning November 1, 2008 or upon execution of the contract and ending twelve months after execution, with an option to renew for an additional year sixty days prior to the termination date, for an amount not to exceed \$102,500, billed at an hourly rate of \$150 (ADMINISTRATIVE SERVICES)

4B - enters into separate agreements with Follett Higher Education Group, Inc. and Beck's Book Store, Inc. to provide Bookstore Operation services for a period of five (5) years beginning October 17, 2008 through October 16, 2013, with an option to extend for three (3) additional years in accordance with RFP# NU0807 dated May 2, 2008. (ADMINISTRATIVE SERVICES)

4C - approves the lock-in pricing contract with Integrys Energy Services for the Winter 2008-2009 months thereby purchasing 1,400,000 therms of natural gas at \$0.837. (ADMINISTRATIVE SERVICES)

4D - continues with the agreement with Capital Planning Solutions, Inc. for the ReCAPP web-based asset tracking system and issue a purchase order in the amount not to exceed \$10,320 annually with a total amount not to exceed \$30,960 for the annual fee from May 31, 2008 through May 31, 2011. (ADMINISTRATIVE SERVICES)

4E – is an agreement to approve an additional \$100,000 with Apple Computer Inc, for a total amount not to exceed \$345,000 with all terms and conditions to remain the same for a period of one (1) year from May 1, 2008 through May 1, 2009. (DISTRICT WIDE)

4F – is an agreement with Arco Development Services, LLC, to provide the ethics training module for this agreement for an amount not to exceed \$9,500 for the period of October 15, 2008 through March 15, 2009. (ETHICS OFFICE)

4G – is a master agreement with AT&T to provide Centrex telephone, high speed data lines and voice messaging services for the period of November 1, 2008 through October 31, 2013 and discount agreement for products, local access, optional access services, local usage and other services and authorizes the Chairman to execute any documents pertaining to the agreements on behalf of the Board in an amount not to exceed \$2,000,000 annually including taxes. (OFFICE OF INFORMATION TECHNOLOGY)

4H – renews license agreement with Elluminate USA, Inc. for twenty-five seat hosted licenses in the amount of \$13,300.00 which includes 3,300 for usage until September 30, 2008 for District Office of Information Technology and approves the renewal license agreement for the Center for Distance Learning (CDL) in the amount of \$24,000 with a total not to exceed for both license renewals in the amount of \$37,300 for the period, October 1, 2008 through September 30, 2009. (OFFICE OF INFORMATION TECHNOLOGY)

4I – is an agreement renewal for Oracle Corporation to provide software upgrades and maintenance services for the Human Resource, Student Administration and Financial system modules beginning November 1, 2008 through October 31, 2009, for Contributor Relations, Campus Directory Interface and Portal software from November 6, 2008 through November 5, 2009 and for the User Productivity Kit modules from October 31, 2008 through October 30, 2009 in the total amount not to exceed of \$781,401. (OFFICE OF INFORMATION TECHNOLOGY)

Office of Finance Report (cont'd)

4J – is an agreement with TouchNet Information Systems Inc. for software support and maintenance services for the period of October 1, 2008 through September 30, 2009 in a total amount not to exceed \$26,905. (OFFICE OF INFORMATION TECHNOLOGY)

4K – is an articulation agreement between Washburn Culinary Institute and the Gallery 37 Center for the Arts Advanced Education Program. (KENNEDY-KING COLLEGE)

4L – is an articulation agreement between the Washburn Culinary Institute and the Greater Chicago Food Depository. (KENNEDY-KING COLLEGE)

4M – is an agreement with Advanced Imaging Specialists for an amount not to exceed \$15,000 for the period September 1, 2008 through April 30, 2009. (WRIGHT COLLEGE)

Section 6 – Purchases

There are three (3) purchase reports for today's meeting:

6A – authorizes the issuance of a purchase order in the amount of \$2,500 to ACT WorkKeys for the renewal license for July 1, 2008 – June 30, 2009. (ACADEMIC AFFAIRS)

6B – approves the participation of City Colleges of Chicago in the China Study Abroad Program in order for students to benefit from an outstanding international experience in China, and approves the issuance of purchase orders for the program, travel, and lodging expenditures for the participants of the China Study Abroad Program beginning November 14, 2008 through November 29, 2008 in an amount not to exceed \$52,671 which includes \$5,000 for unanticipated contingencies; and that the travel, program, and contingency costs will be paid out of the FY 2009 budget. (ACADEMIC AFFAIRS)

6C – approves the issuance of purchase orders to B and L Distributor, Inc., Laport Chemical & Supplies, Inc., Lapaloma Scientific Corp., Tek Direct, Inc, and W.W. Grainger, Inc. in a combined amount not to exceed \$550,000 for staff District-wide to purchase annual janitorial supplies from, October 2, 2008 through July 30, 2010. (ADMINISTRATIVE SERVICES)

Section 7- Informational Reports

7C – covers the prior month clinical and training agreements. These transactions procedures need to be reviewed due to subcontractors' usage potentially exceeding \$10,000 without formal Board review and approval.

7D - Monthly Utility, Postage and Other Expenditures Report for April 2008: In accordance with the District's purchasing policies (appendix # 24 of the Board Rules) the following expenditures have been processed for the period of August 1, 2008 thru August 31, 2008:

CAMPUS/DEPT.	VENDOR	AMOUNT	DESCRIPTION
District-Office; Kennedy-King, Harold Washington; Malcolm X, Olive-Harvey, Daley, & Wright Colleges WYCC	AT&T Inc.	\$215,307.91	Utilities- Telecommunication
District-Office, Kennedy-King, Harold Washington, Malcolm X, Olive-Harvey, Daley, & Wright Colleges, WYCC	Qwest Communication	\$2,819.37	Utilities-Long Distance Service
District Office	Peoples Energy	\$434.67	Utilities-Com Ed
District Office	Peoples Energy	\$54,449.37	Utilities-Natural Gas
District Office	ICCTA	\$30,334.00	Membership dues
District Office, Daley College, WYCC	US Postal Service	\$50,155.00	Postage
Olive Harvey College Wright College	Pitney Bowes	\$4,231.67	Postage and Maintenance
District-Office, Kennedy King, Harold Washington, Truman, & Wright Colleges	Office Depot	\$8,653.47	Purchase of Office Supplies from Illinois Community College System Purchasing Consortium (ICCSPC)
Harold Washington, Olive-	Magnetic Office Product	\$25,279.33	Purchase of Office Supplies from

Harvey, Daley, Kennedy-King, & Wright Colleges			Illinois Community College System Purchasing Consortium
District Office	IBM	\$4,003.50	Equipment Maintenance & Repair
District Office	Centennial Contractors	\$307,945.41	Contracting Services from Illinois Community College System Purchasing Consortium
Daley College	Home Depot		Maintenance Supplies from Illinois Community College System Purchasing Consortium
District Office	Illinois Student Ass.	\$2,397.99	Student Loan Repayment to the State of Illinois
Truman College Wright College	CDW-G	\$1,534.93	Purchase of computer accessories & supplies from IL Community College System Purchasing Consortium
Truman College	Burgoon Co.	\$1,776.25	Purchase of Scientific Equipment and Supplies from Illinois community College System Purchasing Consortium
Harold Washington College	Chicago Loop Alliance	\$3,500.00	Membership Fee
District Office, Kennedy King, Malcolm X, Olive-Harvey, Daley College	Sprint	\$5,965.21	Telecommunications

Committee Chair Nancy Clawson called the Board Committee meeting on OIT to order at 10:00 a.m. and asked Vice Chancellor John Dozier to present the report. Vice Chancellor Dozier reported to the board the following:

PeopleSoft Finance – Phase 2 of the Finance system continues to be on time and within budget. Deliverables include: the implementation of Grants Management, the improvement of Asset Management, additional reporting, and automated billings and receivables. The Grants Management Module is live and

(Office of OIT Report cont'd)

on September 6, 2008 we completed the upgrade of Assets Management. We are continuing to work with Finance Department staff to develop the user and technical specifications for needed reports.

PeopleSoft HR – The HCM Maintenance Project in on-time and within budget. The goal of this project is to apply the most recent maintenance pack (all of the fixes since the release along with all tax updates) to the PS HCM production system. The project has an anticipated closeout of October 31, 2008.

Last month I reported about a software flaw that creates the potential for employees to intermittently and inadvertently view the pay advices of other employees. Oracle provided a fix that allows us to continue to produce PDF formatted reports. We are working with the Human Resource department to test the fix. Meanwhile, we are providing employees access to electronic pay advices using the programming that existed in the prior version of PeopleSoft HCM. This solution is well tested and provides secure access to information while we continue to test the new solution.

Data Migration and Reporting – Regarding reporting, to date 75% of the reports identified in this statement of work have been validated and are ready to move to production for end-user acceptance. The remaining 25% have still undergoing internal validation and most have identified problems that we expect to fix within the next few weeks.

Committee Chair Nancy Clawson called the Board Committee meeting on Administrative Services to order at 10:15 a.m. and asked Associate Vice Chancellor Diane Minor to present the report. Associate Vice Chancellor Minor reported to the board the following:

Board Reports

4A Agreement for Technical services to Establish a Proposed Marquette/Wentworth Tax Incremental Financing (TIF) District, Finance and Administrative Services

Johnson Research Group is recommended to the Board to work with the District to establish a TIF District in the Englewood neighborhood where the old Kennedy-King facility is standing vacant and scheduled for demolition. While working with the City's Department of Planning, the purpose of creating the TIF designation will be to ensure that revenue generated by the development of land owned by the District will be returned to the District. Johnson Research Group, Chicago Il, has worked with the City on TIF creations and worked with the District as financial advisors on revenue generation. The contract period is for one year (upon execution of the contract with Harold Washington) for an amount not to exceed \$102,500 with billing at an hourly rate of \$150.

4B College Bookstore Operations, District Wide

A competitive solicitation was issued by Procurement Services for the renewal of bookstore operations for the seven colleges. Responses were received from four firms, evaluated and ranked in accordance with the RFP criteria by representatives from Administrative Services, Academic Affairs, OIT, Malcolm X, Harold Washington, Olive Harvey, Wright College, Center for Distance Learning, M/WBE Contract Compliance and student representatives from the Colleges' Student Government Associations. Based on the rankings, Follett's and Beck's were found to most responsive to the requirements and to provide the District with the best returns. Follett's will have their in-house locations at Olive Harvey, Daley / Velasquez WSTI, Malcolm X, Kennedy-King and Wright. Beck's will retain their off-site locations at Truman and Harold Washington. These recommended vendors will be expected to begin operations in the next thirty days in order to provide service for students for the Spring Semester starting in January, 2009. Contracts are being awarded for a term of five years, with a three year option for renewal. M/WBE compliance will be met on an indirect basis.

Office of Administrative Services Report (cont'd)

In working with the Student Government Associations and hearing firsthand the issues raised by students at the Textbook Town Hall Meeting, concerns for Bookstore Operations that will be addressed through contract terms and operational policies include Service Excellence, Used Book practices of the vendors, fair return /refund policies that provide a grace period for full reimbursements, potential book rental programs, consistent pricing throughout the District for textbooks and materials, and appropriately communicated and posted purchase and return policies.

Also, included in the RFP for the first time was the proviso that each of the vendors must provide to the College Library two copies of all books used in a class to be available for students to access when they are unable to obtain their own materials.

4C Natural Gas Purchase Contract Lock-In Agreement October 2008 – April, 2009 District Wide

To provide stable pricing for natural gas during the heating season, Administrative Services tracked the pricing of natural gas in the market place, locking in with Integrys Energy Services at a price of \$0.837 per therm, which is less than a \$0,01 increase from last year's lock in rate. Cost for natural gas is budgeted at \$1,171,800 for this winter.

4D Capital Planning Solutions, Inc. for Annual Support and License fee for ReCapp Software

Administrative Services uses the Real Estate Capital Asset Priority Planning, ReCapp software system for facility management and tracking. The annual license fee is \$10, 320 and approval is sought for three years, in an amount not to exceed \$30,960.

4E Apple Collegiate Purchase Agreement

Administrative Services is requesting additional authority to purchase additional Apple desktop systems district wide for an additional \$100,000.

6C Purchase of District Wide Janitorial Products

To maintain the various colleges, Administrative Services is recommending the joint purchasing from competitively awarded contracts by the Chicago Board of Education, for a term through July, 2010 in an amount not to exceed \$550,000 annually.

Please note that the MBE language will be revised to reflect that WW Grainger is not a certified MBE but did meet compliance.

PROJECT SUMMARY

Book Store Operations

During the month of September, Administrative Services was invited to work with Academic Affairs and Student Trustee Clay on the Textbook Town Hall Meeting on ways to address the rising costs of textbooks. Through the Town Hall Meeting and researching issues related to the escalating costs of textbooks that can be greater than tuition costs, several areas will still be addressed by the District to help alleviate this concern which include:

- Access to online textbooks.
- Greater coordination among the faculty on the selection of course materials based on content.
- Availability
- Blackboard online access.

Office of Administrative Services (cont'd)

- Custom publishing where only the portions of textbooks used in a semester can be printed and packaged at a reduced price for students.
- Unbundling of unnecessary materials sold with the core textbook.
- Costs to students.

We will also look at the District's internal policy of limiting book vouchers to just our bookstores but broadening that base to allow access to various book vendors to ensure competitive prices for our students. Lessons learned from students in the District will be carried over through bookstore management and operations as well as into all student operations. In the audience were our current vendors, Follett's and Beck's as well as book publisher, Pearson Publishing and Flat World online book service, which is considered cutting edge.

District-wide Paving

This project is ongoing District-Wide until weather shuts the contractor down for this construction season through Spring, 2009. The majority of the paving work is complete. Fencing and landscaping are slated for the Spring.

Closed Circuit Security Project

All schools have been wired, with Harold Washington coming on line next week. The last to be wired is the District Office and work will begin shortly.

Truman College

The Student Services and Parking Facility have seen the demolition of the CTA track lines and the general site condition work beginning. Truman has also realized that the Child Care Playlot will be better moved from its present location to closer to the building, so those plans are being finalized and implemented.

The meeting for Finance / OIT / Administrative Services adjourned at 10:25 am