

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

April 16, 2002



Location:

**Frontier Community College
2 Frontier Drive
Fairfield, Illinois 62837**

**Dinner – 6:00 p.m. – Classroom West Room 5
Meeting – 7:00 p.m. – Classroom West Rooms 3 & 4**

**Illinois Eastern Community Colleges
Board Agenda**

April 16, 2002

7:00 p.m.

Frontier Community College

1. Call to Order & Roll Call.....Chairman Lane
2. Disposition of Minutes..... Bruce
3. Seating of Student TrusteeHillis
4. Seating of Board Member to Fill VacancyHillis
5. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECCEA Representative
6. Public Comment
7. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
 - Coal Mining Technology/Telecom
8. Policy First Reading (and Possible Approval)..... Bruce
 - A. None
9. Policy Second Reading Bruce
 - A. None
10. Staff Recommendations for Approval
 - A. Request for Tax Exemption Bruce
 - B. WVC Coca-Cola Agreement..... Bruce
 - C. FY03 Activity AllocationsBrowning
 - D. Building Lease Agreements.....Browning
 - OCC Cosmetology Lease
 - IECC Dislocated Worker's Lease
 - IECC/CMS IDES Sublease
 - IECC/Lake Land Sublease
 - IECC/CEFS Sublease
 - E. Technology Fee Increase..... Bruce

11. Bid Committee ReportBrowning
Lincoln Trail & Wabash Valley College
1. Door Hardware Replacement
IECC District Office
1. HVAC Work
12. District Finance
A. Financial Report.....Browning
B. Approval of Financial Obligations.....Browning
13. Chief Executive Officer’s Report Bruce
14. Executive Session Bruce
15. Approval of Executive Session Minutes..... Bruce
16. Approval of Personnel Report Bruce
17. Collective Bargaining Bruce
18. Litigation..... Bruce
19. Acquisition and Disposition of Property..... Bruce
20. Other Items
21. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, and State of Illinois, held in Science Building Room 61, at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, March 19, 2002.

(Note: Due to a typographical error, the Board Book Agenda listed the meeting place as Science Building, Room 6. A notice was posted at Science Building Room 6, stating that the meeting was being held in Science Building Room 61.)

AGENDA #1 – “Call to Order & Roll Call” – The meeting was called to order at 7:00 p.m. by Mr. James W. Lane, Jr., Chairman, who chaired the meeting.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Mr. James W. Lane, Jr., Mr. Larry Rost, Mr. Kevin C. Williams, Miss Marilyn J. Wolfe. Also present was Mr. Blake Smith, student trustee. Trustees absent at roll call: None. (One trustee seat is currently vacant.) There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Mr. Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.
Dr. Hans Andrews, President of Olney Central College.
Dr. John Arabatgis, President of Lincoln Trail College.
Dr. Michael Dreith, President of Frontier Community College.
Mr. Jack Davis, Dean of Instruction of Olney Central College.
Mr. Wayne Henegar, Dean of Instruction of Wabash Valley College.
Mr. Roger Browning, Chief Finance Officer.
Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.
Ms. Pamela Schwartz, Associate Dean of Institutional Development.
Mrs. Marty Novak, Director of Personnel.
Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, Tuesday, February 19, 2002, were presented for approval.

Board Action: Mr. Williams made a motion to approve the foregoing open meeting minutes as prepared. Mr. Smith seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion is adopted.

AGENDA #3 – “Recognition” –

Special Recognition of Student Trustee: A plaque was presented to Mr. Blake Smith, in recognition of and appreciation for his year of service as the student member of the Board of Trustees.

#3-A. Visitors & Guests: Visitors & guests present were recognized.

#3-B. IECCEA Representative: Mr. Dan Tahtinen, President of Illinois Eastern Community Colleges Education Association, commented on the budget and proposed reductions in force.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: The following resolution was presented.

The Board of Trustees of Illinois Eastern Community College District #529 hereby states that:

WHEREAS Shirley Kessler was elected to the Board of Trustees on November 2, 1993; and

WHEREAS Shirley Kessler served as Trustee from that date until her resignation on February 20, 2002; and

WHEREAS Shirley Kessler also served as Vice Chairman of the Board of Trustees from November 1997 to November 1999; and

WHEREAS during her term of office, Shirley Kessler gave guidance to the members of the Board, faculty and staff of our four colleges and always considered the needs of students foremost in her service to the Board; and

THEREFORE the Board of Trustees, Community College District #529 extends their heartfelt thanks for the service provided to this District and to the Board of Trustees and wishes our fellow Trustee happiness and health in her retirement.

Board Action: Miss Wolfe made a motion to adopt the foregoing resolution. Mrs. Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion is adopted.

#5-B. Report from Presidents: Informational reports from each of the four colleges were presented by Dr. Andrews, Dr. Arabatgis, Dr. Dreith, Mr. Henegar.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #7 – “Policy Second Readings” – None.

AGENDA #8 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#8-A. Increase Out-of-State Tuition Rate for Designated Counties: The CEO recommended approval for a tuition increase of \$4.00 per credit hour for students in the currently approved adjoining Indiana counties. This will increase tuition for those border counties from \$80.00 per credit hour to \$84.00 per credit hour, effective Summer Term 2002.

Board Action: Mr. Williams made a motion that tuition for out-of-state students located in the currently approved adjoining Indiana counties shall be \$84.00 per credit hour as recommended. Mr. Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. ISU 2+2 Social Services Program Articulation Agreement: The CEO recommended approval of a 2+2 Social Services Program Articulation Agreement between Illinois Eastern Community Colleges (Wabash Valley College) and Indiana State University. The agreement provides a mechanism whereby individuals graduating with the degree of Associate in Applied Science in Social Services from Wabash Valley College will be eligible to complete the requirements for the Bachelor of Science degree in Community Health at Indiana State University, subject to conditions detailed in the agreement and attachments thereto.

Board Action: Dr. Fischer made a motion to approve the 2+2 Social Services Program Articulation Agreement with Indiana State University as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Termination of Video Distance Learning System: The CEO recommended termination of the current Video Distance Learning System, because of low utilization, maintenance costs, aging equipment, and connectivity problems.

Board Action: Mr. Williams made a motion to terminate the Video Learning System as recommended. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Agreement Between IECC & Kidney Center of Terre Haute: The CEO recommended approval of the Affiliation Agreement and Preceptor Agreement between IECC District #529 and the Kidney Center of Terre Haute, LLC, Terre Haute, IN. The agreement will enable students in the IECC Associate Degree Nursing Program to receive clinical nursing laboratory experience at the Center.

Board Action: Mr. Rost made a motion to approve the Affiliation Agreement and Preceptor Agreement with the Kidney Center of Terre Haute as recommended. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Transfer Unreserved General Fund to Restricted Purpose E-Commerce: On July 11, 2001, the Governor announced that \$150,000.00 in grant funds from the State of Illinois would be made available for operation of the E-Commerce Program at Lincoln Trail College. Funds for this grant were received just this past week. Funds need to be transferred from the Unreserved General Fund balance to a Restricted Purposes Fund for use on the E-Commerce project. The CEO recommended adoption of the following resolution to make the transfer and create the fund.

The Board of Trustees of Illinois Eastern Community Colleges District #529 hereby states that:

WHEREAS Illinois Eastern Community Colleges District #529 wishes to fund the operation of an E-Commerce project located at Lincoln Trail College; and,

WHEREAS the State of Illinois has made bond funds available for reimbursement of designated construction projects already completed by the Board of Trustees in exchange for the operation of the E-Commerce project; and,

WHEREAS the District has an Unreserved General Fund balance from which a transfer can be made to a Restricted Purposes Fund; and,

WHEREAS the Board must create a Restricted Purposes E-Commerce Fund for the sole purpose of acceptance of the funds transferred from the Unreserved General Fund balance; and,

THEREFORE the Board of Trustees of Community College District #529 hereby authorizes the transfer of the sum of \$150,000.00 from the Unreserved General Fund balance; and hereby creates a Restricted Purposes E-Commerce Fund; and authorizes the transfer of the above funds into such newly created fund.

Board Action: Dr. Fischer made a motion to approve the foregoing resolution to transfer funds and create a Restricted Purposes E-Commerce Fund as recommended. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. Appointment of Audit Committee Member: The resignation of Shirley Kessler as a member of the Board of Trustees creates a vacancy on the Audit Committee. The other current member is Marilyn Wolfe. The CEO recommended that a replacement member should be appointed to complete the committee for the Board's evaluation of the auditing process.

Board Action: Dr. Fischer made a motion to appoint Kevin Williams as a member of the Board of Trustees Audit Committee. Mr. Rost seconded the motion. The Chair asked trustees in favor of the motion to say "Aye" and those opposed to say "No." The viva voce (by the voice) vote was taken and the Chair declared the "Ayes" have it and the motion is adopted.

AGENDA #9 – "Bid Committee Report" –

#9-A. FCC – Library Furniture: The Bid Committee recommended acceptance of the following low bids received that meet specifications.

- Item #1 – 48" Round Table 29" High (12): Brodart Company, McElhattan, PA, \$5,025.36.
 - Item #2 – 48" Round Table 25" High (2): Brodart Company, McElhattan, PA, \$854.46.
 - Item #3 – Sled-Base Chair 32" High (33): Brodart Company, McElhattan, PA, \$3,458.40.
 - Item #4 – Sled-Base Chair 25" High (4): Brodart Company, McElhattan, PA, \$514.80.
 - Item #5 – Computer/Study Carrel (4): Reject all bids and purchase outright.
 - Item #6 – Single Chairs (3): Illini Supply, Decatur, IL, \$834.00.
 - Item #7 – Two-Seat Unit (1): Illini Supply, Decatur, IL, \$544.00.
 - Item #8 – File Cabinet (1): School Specialty, Greenville, WI, \$645.61.
 - Item #9 – Wooden Literature Organizer (1): Demco Inc., Madison, WI, \$269.00.
 - Item #10 – Steel Double-Tier Lockers (1): Highsmith, Fort Atkinson, WI, \$384.25.
 - Item #11 – 3-Tier Booktruck (1): Smith & Butterfield, Evansville, IN, \$223.84.
- Total: \$12,753.72. Source of Funds: FY02 Carryover Funds.

Board Action: Mr. Williams made a motion to accept the recommendations of the Bid Committee and purchase FCC Library Furniture as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver. Trustees absent: None. (One trustee seat is vacant.) The motion having received 5 yea votes and 1 nay vote, the Chair declared the motion carried.

#9-B. FCC – Office Furniture for Learning Resource Center & Nursing Department: The Bid Committee recommended acceptance of the following low bids received that meet specifications.

Item #1 – High-Back Executive Chair (5): School Specialty, Greenville WI, \$1,159.70.
Item #2 – Sled-Base Guest Chair (8): School Specialty, Greenville WI, \$1,163.36.
Item #3 – Cantilever-Base Guest Chair (19): School Specialty, Greenville WI, \$1,599.23.
Item #4 – Task Chair (24): School Specialty, Greenville WI, \$2,096.88.
Item #5 – 18x72” Folding Table (10): Corporate Express, St. Louis, MO, \$603.50.
Item #6 – High-Back Executive Chair (3): School Specialty, Greenville WI, \$828.78.
Item #7 – 4-Drawer Vertical File Cabinet (4): Corporate Express, St. Louis, MO, \$431.36.
Item #8 – Receptionist/Secretary Workstation (1): Corporate Express, St. Louis, MO, \$3,369.28.
Item #9 – Staff Workstation (3): Corporate Express, St. Louis, MO, \$5,728.88.
Item #10 – Desk (1): School Specialty, Greenville WI, \$544.50.
Item #11 – Knee-Space Credenza (1): School Specialty, Greenville WI, \$313.69.
Item #12 – Desk (1): School Specialty, Greenville WI, \$528.61.
Total: \$18,367.77. Source of Funds: FY02 Carryover Funds.

Board Action: Mr. Rost made a motion to accept the recommendations of the Bid Committee and purchase FCC Office Furniture for the LRC and Nursing Department as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-C. IECC District Office – Remodeling Office: Marion Poggas of Image Architects recommended acceptance of the low bid received for remodeling the District Office, from K. Wohltman Construction, Effingham, IL, with a base bid of \$13,700.00. Work consists of selective demolition, installation of hollow metal frames and wood doors, aluminum casement windows, finish hardware, glass and glazing, gypsum drywall, carpet and painting. Source of Funds: Operating.

Board Action: Miss Wolfe made a motion to accept the recommendation of our architect and award the bid for remodeling the District Office to K. Wohltman Construction. Mr. Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #10 – “District Finance” – The following district financial matters were presented:

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$2,585,005.57, as of February 28, 2002.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of March, 2002, totaling \$565,841.98, were presented for approval.

Board Approval for Payment of Financial Obligations: Miss Wolfe made a motion to approve payment of the district financial obligations for the month of March, 2002, in the amounts listed, and payments from the revolving fund for the month of February, 2002. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. (One trustee seat is vacant.) The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Chief Executive Officer's Report” - Mr. Bruce presented informational reports relative to the following topics:

1. Delayed Payment of State Funds.
2. State Budget.
3. Filing for Tax Exemption.
4. Illinois Century Network & Campus Connectivity.
5. Olney – Top 100 U.S. Small Towns.
6. ICCB Approval of Sanyo Acquisition.
7. Dual Credit Position Statement.
8. Hella and IECC Accept Awards.
9. Report on Past Year Position Openings.
10. Appointment to AACC Task Force (Reauthorization of the Higher Education Act).
11. Appointment to AACC Task Force (Reauthorization of the Workforce Investment Act & Carl D. Perkins Vocational and Technical Act).
12. Report on IECC Student Financial Aid.
13. Trustee Attendance at Graduation.
14. Purchase of Nursing Vehicle.
15. New Business – SBDC & Kelvin Cessna.
16. New Federal Economic Stimulus Law.
17. ICCB Accreditation Visit – April 24, 2002.
18. Alex Cline to Present.
19. Spring Semester FY02 Enrollment Report – IECC Up 17%.

AGENDA #12 – “Executive Session” – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(3) of the Open Meetings Act to consider selection of a person to fill a vacancy on the Board of Trustees; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

#12-A. Closed Meeting: Mr. Williams made a motion to hold a closed meeting to consider the matters outlined by the CEO. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver. Trustees absent: None. (One trustee seat is vacant.) The motion having received 5 yea votes and 1 nay vote, the Chair declared the motion carried and a closed meeting was held beginning at 8:35 p.m.

#12-B. Closed Meeting Ended: Mrs. Culver made a motion to reconvene in open session. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 9:05 p.m.

(Note: Separate minutes have been prepared for the foregoing closed meeting.)

Dr. Fischer Assumes Chair: Mr. James Lane Chairman, left the meeting during the executive session. Dr. Andrew Fischer, Vice Chairman, assumed the Chair for the remainder of the meeting.

AGENDA #13 – “Approval of Executive Session Minutes” – Mr. Williams made a motion to approve, as prepared, minutes of a closed meeting held Tuesday, February 19, 2002, and that closed meeting minutes of that date be opened to the public record. Mr. Rost seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion is adopted.

AGENDA #14 – “Approval of Personnel Report” – The CEO presented the following Personnel Report and recommended approval.

400.1. Employment of Personnel

- A. Administrative
 - 1. Vicky Bell – Director of the Learning Resource Center – Lincoln Trail College.
- B. Faculty
 - 1. Phil Edmondson – Workforce Education Instructor – Workforce Education Department.
 - 2. Ida McVaigh – Business Management Instructor – Lawrence Correctional Center.
- C. Classified
 - 1. Darla Morthland-Ditter – Program Advisor, Educational Talent Search – District Office.

400.2. Authorization to hire Lawrence Correctional Center Employee for FY02 pending DOC Approval. Employment is contingent upon Department of Corrections and Illinois Eastern Community Colleges requirements.

- A. Faculty
 - 1. Karen Mason – Food Service Technology Instructor – Lawrence Correctional Center.

400.3. Change in Employment Status

- A. Administrative
 - 1. Tara Buerster – Director of Personnel – District Office.

400.4. Retirements

- A. Administrative
 - 1. Marty Novak, Director of Personnel, District Office, effective March 31, 2002.
- B. Faculty
 - 1. Linda Branch, Office Careers Instructor, effective May 10, 2002.
 - 2. Rod Harmon, History Instructor, effective May 30, 2002.

Board Action to Approve Personnel Report: Mrs. Culver made a motion to approve the Personnel Report as recommended, and that the retirements of Marty Novak, Linda Branch and Rod Harmon be acknowledged with regret. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane. (One trustee seat is vacant.) The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Acquisition & Disposition of Property” – None.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Mr. Smith made a motion to adjourn. Mrs. Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 9:10 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Agenda Item #1

Call to Order & Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3
Seating of Student Trustee

Agenda Item #4

Seating of Board Member to Fill Vacancy

Agenda Item #5

Recognition of Visitors and Guests

- A. Visitors and Guests**
- B. IECCEA Representative**

Agenda Item #6

Public Comment

Agenda Item #7

Reports

- A. Trustees**
- B. Presidents**
- C. Cabinet**
 - Coal Mining Technology/Telecom**

Agenda Item #8

Policy First Reading (and Possible Approval)

None

Agenda Item #9

Policy Second Reading

None

Agenda Item #10

Staff Recommendations for Approval

Agenda Item #10A

Request for Tax Exemption

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: April 16, 2002
RE: Application for Property Tax Exemption

The Board of Trustees can file for an exemption from property taxes on the property commonly known as the "Sanyo Building" located in Fairfield, Wayne County.

I have met with Shirley K. Walters, Supervisor of Assessments, Wayne County, to discuss the application process and she has indicated she will accept our application on or after May 1, 2002.

I have enclosed a proposed application for property tax exemption, a notice of application for property tax exemption, and a certification of mailing of such notice.

I hereby request that the board authorize me to file an application for property tax exemption for the property commonly known as the "Sanyo Building".

TLB/rs

Attachments

APPLICATION FOR PROPERTY TAX EXEMPTION

Shirley K. Walters
Supervisor of Assessments
Wayne County, Fairfield, Illinois

- 1) Illinois Eastern Community College District #529 hereby files this Application for Property Tax Exemption under 35ILCS 200/_____ for property parcel numbered 22-50-048-006, being a 3.9 acre lot upon which is located a 38,000 square foot building commonly known as the “Sanyo Building” located in Fairfield, Wayne County, Illinois.
- 2) That the Board of Trustees of Illinois Eastern Community College District #529, at a regularly scheduled meeting of the Board of Trustees, held in Fairfield, Illinois, on the _____ day of _____, 2002, by a recorded majority vote, did approve the filing of such Application for Property Tax Exemption.
- 3) That the taxes in the year 2000, payable in the year 2001, and the applicable tax rates are as follows:

Tax Amount		Tax Rate
293.64	Wayne County	.86640
402.22	Big Mound Township	1.18679
802.88	Fairfield Elementary District #112	2.36901
629.36	Fairfield High School District #225	1.85704
145.50	Illinois Eastern Comm. College #529	.42930
279.44	City of Fairfield	.82452
231.60	Fairfield Park District	.68336
31.62	Wayne County Ambulance Service	.09327
50.84	Fairfield Public Library	.15000
<u>7116.62</u>	Tax Incremental Financing Authority	<u>-----</u>
9983.72		8.45969

- 4) That Illinois Eastern Community College District #529 is a duly organized 12-county community college district recognized by the State of Illinois and is statutorily exempt from paying property taxes.

- 5) That on February 19, 2002, the duly elected Board of Trustees of Community College District #529, by majority vote, purchased property parcel numbered 22-50-048-006, and on February 20, 2002, documents were executed and recorded to complete the sale and transfer of the property to the college district.
- 6) That Community College District #529 will use the facility for educational purposes and that no contracts or leases of the property for other uses are in existence or contemplated, and that activities within the structure shall include but not be limited to, placement of college personnel and office space, training programs for industry, vocational training programs, and the placement of maintenance equipment and supplies.
- 7) That the property is assessed for the year 2000 at a value of One hundred twenty thousand four hundred ten dollars (\$120,410) and the district hereby requests the property's assessed valuation be reduced to zero dollars (\$0) for the taxing year 2002, and for all future taxing years.
- 8) That a hearing be held on this Application for Property Tax Exemption in the office of Shirley K. Walters, Supervisor of Assessment, Wayne County, Wayne County Courthouse, Fairfield, Illinois, at which time Community College District #529 will present this application for review and approval.
- 9) That following such hearing, if this application is approved by Shirley K. Walters, Supervisor of Assessments, Wayne County, Illinois, that such approval be presented to the Wayne County Board of Review for consideration and possible approval, and if approved, subsequently submitted to the Illinois Department of Revenue Office of Local Government Services, Exemption Section, Springfield, Illinois for consideration and possible approval.

Submitted on this _____ day
of _____ 2002.

Terry L. Bruce
Chief Executive Officer
Illinois Eastern Community Colleges
233 East Chestnut Street
Olney, IL 62450
Phone: 618 393-2982
Fax: 618 392-2773
E-Mail: brucet@iecc.edu

NOTICE OF APPLICATION FOR PROPERTY TAX EXEMPTION

To:

Harold Tubbs, Wayne County Board Chair, Wayne County Courthouse, Fairfield, IL 62837
 Carolyn J. Simpson, Big Mound Township Supervisor, R R 1 Box 150, Fairfield, IL 62837
 Hank Hanneken, Superintendent, Fairfield Elementary District #112, 806 N. 1st Street, Fairfield, IL 62837
 Mike Watts, Superintendent, Fairfield High School District #225, 300 West King, Fairfield, IL 62837
 Mickey Borah, Mayor, City of Fairfield, 109 N.E. 2nd Street, Fairfield, IL 62837
 Jay Fyie, Fairfield Park District, 115 N.E. 3rd, Fairfield, IL 62837
 Dee Rawls, Wayne County Ambulance Service, S.E. 7th Street, Fairfield, IL 62837
 Ken Hodges, Fairfield Public Library, 300 S.E. 2nd, Fairfield, IL 62837
 Susan Murphy, Tax Incremental Financing Authority, 107 N.E. 2nd Street, Fairfield, IL 62837

You are hereby notified:

- 1) That Illinois Eastern Community College District #529 has filed an Application for Property Tax Exemption under 35ILCS 200/_____ for property parcel numbered 22-50-048-006, being a 3.9 acre lot upon which is located a 38,000 square foot building commonly known as the “Sanyo Building” located in Fairfield, Wayne County, Illinois.
- 2) That the taxes in the year 2000, payable in the year 2001, and the applicable tax rates are as follows:

Tax Amount		Tax Rate
293.64	Wayne County	.86640
402.22	Big Mound Township	1.18679
802.88	Fairfield Elementary District #112	2.36901
629.36	Fairfield High School District #225	1.85704
145.50	Illinois Eastern Comm. College #529	.42930
279.44	City of Fairfield	.82452
231.60	Fairfield Park District	.68336
31.62	Wayne County Ambulance Service	.09327
50.84	Fairfield Public Library	.15000
<u>7116.62</u>	Tax Incremental Financing Authority-----	
9983.72		8.45969

- 3) That Illinois Eastern Community College District #529 is a duly organized 12-county community college district recognized by the State of Illinois and is statutorily exempt from paying property taxes.

- 4) That on February 19, 2002, the duly elected Board of Trustees of Community College District #529, by majority vote, purchased property parcel numbered 22-50-048-006, and on February 20, 2002, documents were executed to complete the sale and transfer of the property to the college district.
- 5) That Community College District #529 will use the facility for educational purposes and that no contracts or leases of the property for other uses are in existence or contemplated, and that activities within the structure shall include but not be limited to, placement of college personnel and office space, training programs for industry, vocational training programs, and the placement of maintenance equipment and supplies.
- 6) That a copy of the Application for Property Tax Exemption is attached and incorporated, by reference, as part of this notice.
- 7) That the property is assessed for the year 2000 at a value of One hundred twenty thousand four hundred ten dollars (\$120,410) and that if this application is granted, the property's assessed valuation will be reduced to zero dollars (\$0).
- 8) That a hearing on this application for property tax exemption shall be held at _____ a.m. on _____ day of _____, 2002, in the office of Shirley K. Walters, Supervisor of Assessment, Wayne County, Wayne County Courthouse, Fairfield, Illinois, at which time Community College District #529 will present it's application for review and approval.
- 9) That failure to appear and oppose the application may result in the approval of the application and the exemption of the property from further property taxes.
- 10) That following such hearing, if the application is approved by Shirley K. Walters, Supervisor of Assessments, Wayne County, Illinois, it will be presented to the Wayne County Board of Review for consideration and possible approval, and if approved, subsequently submitted to the Illinois Department of Revenue Office of Local Government Services, Exemption Section, Springfield, Illinois for consideration and possible approval.

Submitted on this _____ day
of _____ 2002.

Terry L. Bruce
Chief Executive Officer
Illinois Eastern Community Colleges
233 East Chestnut Street
Olney, IL 62450
Phone: 618 393-2982
Fax: 618 392-2773
E-Mail: brucet@iecc.edu

**CERTIFICATION OF MAILING OF
NOTICE OF APPLICATION FOR PROPERTY TAX EXEMPTION**

I, Terry L. Bruce, Chief Executive Officer, Illinois Eastern Community Colleges District #529, hereby state that on the _____ day of _____, 2002, I did mail by certified mail, return receipt requested, the enclosed NOTICE OF APPLICATION FOR PROPERTY TAX EXEMPTION to the following taxing bodies:

Harold Tubbs, Wayne County Board Chair, Wayne County Courthouse, Fairfield, IL 62837
Carolyn J. Simpson, Big Mound Township Supervisor, R R 1 Box 150, Fairfield, IL 62837
Hank Hanneken, Superintendent, Fairfield Elementary District #112, 806 N. 1st Street, Fairfield, IL 62837
Mike Watts, Superintendent, Fairfield High School District #225, 300 West King, Fairfield, IL 62837
Mickey Borah, Mayor, City of Fairfield, 109 N.E. 2nd Street, Fairfield, IL 62837
Jay Fyie, Fairfield Park District, 115 N.E. 3rd, Fairfield, IL 62837
Dee Rawls, Wayne County Ambulance Service, S.E. 7th Street, Fairfield, IL 62837
Ken Hodges, Fairfield Public Library, 300 S.E. 2nd, Fairfield, IL 62837
Susan Murphy, Tax Incremental Financing Authority, 107 N.E. 2nd Street, Fairfield, IL 62837

Further, that the postal return receipts are hereby attached to this certification.

State of Illinois
County of Wayne

Terry L. Bruce, Chief Executive Officer, Illinois Eastern Community Colleges,

Subscribed and sworn to before me this _____ day of _____, 2002.

(Notary Public)

Agenda Item #10B

WVC Coca-Cola Agreement

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: April 16, 2002
RE: Coca-Cola Agreement

The Central States Coca-Cola Bottling Company has offered to enter into a five year sponsorship agreement with Wabash Valley College.

Dr. Harry Benson will explain the details of the proposed sponsorship at the Board meeting and the proposed agreement will be available for Board review at the Board meeting.

This contract is similar to earlier sponsorship agreements with Wabash Valley and with other bottlers with other campuses.

I would recommend the approval of this sponsorship agreement.

TLB/rs

Agenda Item #10C
FY03 Activity Allocations

MEMORANDUM

TO: Board of Trustees
FROM: Roger Browning
DATE: April 16, 2002
RE: FY03 Activity Allocations

Annually, the Board adopts the allocation of student activity fees at three of the colleges. Attached is an analysis of these allocations and the recommendation for FY03. The allocation notes what percentage of each dollar will be turned over to an appropriate self-balancing account in the auxiliary fund.

Mr. Chairman, I request approval of the activity fee allocations.

RB/cr

Attachment

Agenda Item #10D

Building Lease Agreements

OCC Cosmetology Lease
IECC Dislocated Worker's Lease
IECC/IETC Lease
IECC/CMS IDES Sublease
IECC/Lake Land Sublease
IECC/CEFS Sublease

MEMORANDUM

TO: Board of Trustees
FROM: Roger Browning
DATE: April 16, 2002
RE: Lease Agreements

The following leases are submitted for Board consideration and approval at the June Board meeting.

1. OCC Cosmetology Lease – amendment to lease for the Cosmetology program property located at 202 E. Main, Olney, IL extends the lease through June 30, 2003, annual rent remains the same at \$5,757.00.
2. IECC Dislocated Worker’s Lease – amendment to lease for the Dislocated Workers office space located at 214 E. Main, Olney, IL extends the lease through June 30, 2003, the monthly rent remains the same at \$1000.00.
3. IECC Illinois Employment Training Center (IETC) – amendment to lease for the IETC space located at 216 E. Main, Olney, IL and extends the lease through June 30, 2003, increasing the monthly rent from \$760.00 to \$860.00 beginning July 1, 2002.
4. IECC/CMS IDES Sublease – agreement with Central Management Services for IL Dept. of Employment Security, located at 216 E. Main, Olney, IL extends the lease through June 30, 2003, monthly rent remains the same at \$472.00.
5. IECC/Lakeland College Sublease – amendment to sublease with Lakeland College Dislocated Workers Center for property located at 216 E. Main, Olney, IL extending the sublease to June 30, 2003 and increasing the monthly rent from \$672.00 to \$772.00 beginning July 1, 2002.
6. IECC/CEFS Sublease – amendment to sublease with CEFS Economic Opportunity Corporation for property located at 216 E. Main in Olney, IL, extending the sublease to June 30, 2003 and increasing the monthly rent from \$175.00 to \$185.00 beginning July 1, 2002.

RB/cr

Agenda Item #10E

Technology Fee Increase

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: April 16, 2002
RE: Increase in Technology Fee

IECC currently charges a \$2.00 per semester hour technology fee which does not completely pay the cost of the Technology Plan that the Board has authorized. Transfers are made from the Education Fund to make up any shortfall.

Because of the pressures that will be on the Educational Fund this year, I am asking the Board to approve a \$1.00 per semester hour increase in the technology fee effective with the Summer Session 2002.

With this increase, the technology fee will nearly fund the Technology Plan.

I ask the Board's approval of this increase.

TLB/rs

Agenda Item #11

Bid Committee Report

BID COMMITTEE REPORT

APRIL, 2002

Lincoln Trail College & Wabash Valley College

1. Door Hardware Replacement

IECC District Office

1. HVAC Work

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Door Hardware Replacement at Lincoln Trail College and Wabash Valley College
DATE: April 11, 2002

Attached is the bid recommendation received from Marion Poggas, Image Architects for door hardware replacement to be done at Lincoln Trail College and Wabash Valley College.

The bid tabulation sheet is listed below:

BIDDER	BID SECURITY	BASE BID
Kieffer Bros. Co., Inc. Mt. Carmel, IL	X	\$37,100.00
E. H. Montgomery Co., Inc. Vincennes, IN	X	\$42,945.00

Project Scope: Work consists of replacement of existing locksets or lockset handles with levers.

Source of Funds: ADA Funds

The “Advertisement for Bids” was placed in the Robinson Daily News for one (1) day.

image Architects inc



1118 West Main Street P.O. Box 850 Carbondale, Illinois 62901
310 Broadway Suite 7 Cape Girardeau, Missouri 63701

618.457.2128 618.549.5725 fax
573.334.6666 573.334.1178 fax

April 09, 2002

Mr. Roger Browning
Illinois Eastern Community Colleges
233 East Chestnut
Olney, Illinois 62450

Re: Door Hardware Replacement
Lincoln Trail College
Wabash Valley College
Illinois Eastern Community Colleges
Olney, Illinois

Dear Mr. Browning:

We have reviewed the submitted bids for the work on the referenced project. We are unaware of any reason to prevent award of the base bid as follows:

General	Kieffer Brothers Construction Co., Inc.	\$37,100.00
---------	---	-------------

If you have any questions, please feel free to contact our office.

Sincerely,

IMAGE ARCHITECTS INC.

Marion J. Poggas, AIA
President

MJP/smw

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – HVAC Work at the District Office
DATE: April 4, 2002

Due to a problem with the bid specifications, the Bid Committee recommends rejecting the only bid received from Reed's Heating A/C and Refrigeration, Inc., located in Olney for \$17,653 (North Loop) and \$15,182 (South Loop). We will revise the specifications and re-bid this project at a later date.

Project Scope: Installation of four or five ceiling mount chilled water fan units.

Source of Funds: Operating

The "Advertisement for Bids" was placed in the Robinson Daily News for one (1) day.

Agenda Item #12

District Finance

- A. Financial Report**
- B. Approval of Financial Obligations**

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

TREASURER'S REPORT March 31, 2002

FUND	BALANCE
Educational	\$2,239,283.91
Operations & Maintenance	\$546,748.81
Operations & Maintenance (Restricted)	\$361,040.88
Bond & Interest	\$547.60
Auxiliary	\$272,426.15
Restricted Purposes	\$424,989.20
Working Cash	\$9,321.33
Trust & Agency	\$56,840.13
Audit	\$1,540.44
Liability, Protection & Settlement	\$133,568.89
TOTAL ALL FUNDS	\$4,046,307.34

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS

March 2002

Date Purchased	Maturity Date	Rate of	Bank	Cost	Value	Interest to
Education Fund						
*04/04/01	04/04/02	5.25	Citizens National Bank of Albion (CD)	100,000	105,250	5,250
*04/04/01	04/04/02	4.83	First National Bank of Allendale (CD)	100,000	104,830	4,830
03/28/02	05/28/02	3.00	Old National Bank in Mt. Carmel	1,000,000	1,005,000	5,000
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	1,000,000	1,007,500	7,500
Operations & Maintenance						
03/28/02	05/28/02	3.00	Old National Bank in Mt. Carmel	100,000	100,500	500
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	200,000	201,500	1,500
Operations & Maintenance Fund (Rest)						
02/22/01	06/21/02	5.67	Community Bank & Trust (CD)	800,000	860,480	60,480
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	150,000	151,125	1,125
Bond & Interest						
Auxiliary Fund						
04/06/01	04/06/02	5.42	First Crawford State Bank (CD)	500,000	527,100	27,100
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	200,000	201,500	1,500
Restricted Purposes						
Working Cash Fund						
04/23/01	10/23/02	4.84	Fairfield National Bank (CD)	675,000	724,005	49,005
01/07/02	06/07/02	3.33	Community Bank & Trust (CD)	70,500	71,478	978
01/07/01	07/07/03	4.07	Community Bank & Trust (CD)	1,515,000	1,607,491	92,491
Trust & Agency Fund						
06/13/01	06/13/02	4.51	Peoples National Bank (CD)	137,500	143,701	6,201
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	100,000	100,750	750
Audit						
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	17,000	17,128	128
Liability & Protection Fund						
01/07/02	06/07/02	3.33	Community Bank & Trust (CD)	200,000	202,775	2,775
03/28/02	06/28/02	3.00	Old National Bank in Mt. Carmel	100,000	100,750	750
03/28/02	09/28/02	3.00	Old National Bank in Mt. Carmel	300,000	304,500	4,500

Total

7,265,000

*Community Development Investments

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

EDUCATIONAL FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,686,410.00	1,773,964.16	87,554.16	5.192
STATE GOVT SOURCES	11,286,524.00	7,991,802.27	-3,294,721.73	-29.192
STUDENT TUITION & FEES	6,652,043.00	6,354,943.39	-297,099.61	-4.466
SALES & SERVICE FEES	60,000.00	21,492.36	-38,507.64	-64.179
FACILITIES REVENUE	.00	.00	.00	.000
INVESTMENT REVENUE	150,000.00	119,376.14	-30,623.86	-20.416
OTHER REVENUES	100,000.00	37,879.89	-62,120.11	-62.120
PROV FOR CONTINGENCY	200,000.00	.00	-200,000.00	-100.000
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	20,134,977.00	16,299,458.21	-3,835,518.79	-19.049
EXPENDITURES:				
INSTRUCTION	9,645,901.00	6,985,507.33	-2,660,393.67	-27.581
ACADEMIC SUPPORT	524,769.73	351,949.98	-172,819.75	-32.932
STUDENT SERVICES	1,215,572.80	869,094.37	-346,478.43	-28.503
PUBLIC SERV/CONT ED	73,733.00	55,040.60	-18,692.40	-25.351
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	140,994.00	96,612.89	-44,381.11	-31.477
INSTITUTIONAL SUPPORT	4,961,968.22	3,298,553.71	-1,663,414.51	-33.523
SCH/STUDENT GRNT/WAIVERS	3,465,000.00	2,797,181.46	-667,818.54	-19.273
	-----	-----	-----	-----
TOTAL EXPENDITURES:	20,027,938.75	14,453,940.34	-5,573,998.41	-27.831
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	704,704.00	824,611.00	119,907.00	17.015
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	704,704.00	824,611.00	119,907.00	17.015
NET INCREASE/DECREASE IN NET ASSETS				
	-597,665.75	1,020,906.87	1,618,572.62	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

OPERATIONS & MAINTENANCE

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
	-----	-----	-----	-----
REVENUES:				
LOCAL GOVT SOURCES	722,745.00	760,270.38	37,525.38	5.192
STATE GOVT SOURCES	1,538,080.00	1,464,267.13	-73,812.87	-4.799
FACILITIES REVENUE	55,000.00	24,735.28	-30,264.72	-55.027
INVESTMENT REVENUE	10,000.00	7,964.49	-2,035.51	-20.355
OTHER REVENUES	30,000.00	4,548.69	-25,451.31	-84.838
	-----	-----	-----	-----
TOTAL REVENUES:	2,355,825.00	2,261,785.97	-94,039.03	-3.992
EXPENDITURES:				
STUDENT SERVICES	.00	220.57	220.57	#####
OPER & MAINT PLANT	2,462,864.00	1,527,919.14	-934,944.86	-37.962
	-----	-----	-----	-----
TOTAL EXPENDITURES:	2,462,864.00	1,528,139.71	-934,724.29	-37.953
NET INCREASE/DECREASE IN NET ASSETS	-107,039.00	733,646.26	840,685.26	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

OPER & MAINT (RESTRICTED)

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	85,771.00	85,712.87	-58.13	-.068
INVESTMENT REVENUE	94,050.00	130,714.17	36,664.17	38.984
OTHER REVENUES	98,100.00	101,944.32	3,844.32	3.919
TOTAL REVENUES:	----- 277,921.00	----- 318,371.36	----- 40,450.36	----- 14.555
EXPENDITURES:				
OPER & MAINT PLANT	85,771.00	39,449.08	-46,321.92	-54.007
INSTITUTIONAL SUPPORT	3,504,299.00	2,209,788.21	-1,294,510.79	-36.941
TOTAL EXPENDITURES:	----- 3,590,070.00	----- 2,249,237.29	----- -1,340,832.71	----- -37.348
NET INCREASE/DECREASE IN NET ASSETS	-3,312,149.00	-1,930,865.93	1,381,283.07	41.704

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

BOND & INTEREST FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,466,402.00	1,420,609.06	-45,792.94	-3.123
INVESTMENT REVENUE	.00	3,982.70	3,982.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,466,402.00	1,424,591.76	-41,810.24	-2.851
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,412,923.00	1,323,441.00	-89,482.00	-6.333
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,412,923.00	1,323,441.00	-89,482.00	-6.333
NET INCREASE/DECREASE IN NET ASSETS	53,479.00	101,150.76	47,671.76	89.141

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

AUXILIARY ENTERPRISE

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	.00	95,654.84	95,654.84	#####
STUDENT TUITION & FEES	376,026.00	225,150.27	-150,875.73	-40.124
SALES & SERVICE FEES	2,545,577.00	1,919,662.59	-625,914.41	-24.588
FACILITIES REVENUE	1,715.00	980.00	-735.00	-42.857
INVESTMENT REVENUE	11,589.00	11,685.11	96.11	.829
OTHER REVENUES	113,499.00	44,786.53	-68,712.47	-60.540
	-----	-----	-----	-----
TOTAL REVENUES:	3,048,406.00	2,297,919.34	-750,486.66	-24.619
AUXILIARY ENTERPRISES:				
SALARIES	1,260,136.00	753,246.25	-506,889.75	-40.225
EMPLOYEE BENEFITS	113,328.00	43,045.41	-70,282.59	-62.017
CONTRACTUAL SERVICES	291,646.00	175,341.48	-116,304.52	-39.879
GEN. MATERIAL & SUPPLIES	2,272,847.00	1,439,757.82	-833,089.18	-36.654
CONF/TRAVEL MEETING EXPENSE	298,088.00	218,218.13	-79,869.87	-26.794
FIXED CHARGES	65,791.00	54,973.75	-10,817.25	-16.442
UTILITIES	13,450.00	5,336.24	-8,113.76	-60.325
CAPITAL OUTLAY	285,002.00	157,977.86	-127,024.14	-44.570
INTERFUND TRANSFERS	824,704.00	-824,704.00	-1,649,408.00	#####
OTHER EXPENDITURES	143,382.00	107,671.26	-35,710.74	-24.906
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	5,568,374.00	2,130,864.20	-3,437,509.80	-61.733
NET INCREASE/DECREASE IN NET ASSETS	-2,519,968.00	167,055.14	2,687,023.14	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

WORKING CASH FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	120,000.00	79,821.33	-40,178.67	-33.482
	-----	-----	-----	-----
TOTAL REVENUES:	120,000.00	79,821.33	-40,178.67	-33.482
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-120,000.00	.00	120,000.00	100.000
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-120,000.00	.00	120,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	240,000.00	79,821.33	-160,178.67	-66.741

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	35,000.00	33,931.94	-1,068.06	-3.052
INVESTMENT REVENUE	.00	344.69	344.69	#####
	-----	-----	-----	-----
TOTAL REVENUES:	35,000.00	34,276.63	-723.37	-2.067
EXPENDITURES:				
INSTITUTIONAL SUPPORT	43,340.00	18,076.04	-25,263.96	-58.292
	-----	-----	-----	-----
TOTAL EXPENDITURES:	43,340.00	18,076.04	-25,263.96	-58.292
NET INCREASE/DECREASE IN NET ASSETS	-8,340.00	16,200.59	24,540.59	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAR-2002
Percentage of time remaining through the Budget: 24.932

LIAB, PROTECT, SETTLEMENT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	320,000.00	308,841.13	-11,158.87	-3.487
INVESTMENT REVENUE	.00	16,426.93	16,426.93	#####
OTHER REVENUES	.00	3,015.88	3,015.88	#####
TOTAL REVENUES:	----- 320,000.00	----- 328,283.94	----- 8,283.94	----- 2.589
EXPENDITURES:				
INSTITUTIONAL SUPPORT	940,872.00	215,304.11	-725,567.89	-77.117
TOTAL EXPENDITURES:	----- 940,872.00	----- 215,304.11	----- -725,567.89	----- -77.117
NET INCREASE/DECREASE IN NET ASSETS	-620,872.00	112,979.83	733,851.83	#####

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	3,707,720	2,583,999
IMPREST FUND	1,000	1,000
CHECK CLEARING	2,000	2,000
INVESTMENTS	4,067,000	8,302,000
RECEIVABLES	911,782	1,294,068
ACCRUED REVENUE		41,800
INTERFUND RECEIVABLES		91,446
TOTAL ASSETS AND OTHER DEBITS:	8,689,501	12,316,314
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	-11,710	13,573
ACCOUNTS PAYABLE	-604,414	721,815
ACCRUED EXPENSE		29,252
INTERFUND PAYABLES		93
DEFERRED REVENUE		99,576
OTHER LIABILITIES	613,929	711,860
TOTAL LIABILITIES:	-2,195	1,576,168
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	5,075,661	6,856,959
RESERVE FOR ENCUMBRANCES	3,616,035	3,883,187
TOTAL EQUITY AND OTHER CREDITS:	8,691,696	10,740,145
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	8,689,501	12,316,314

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	272,426	971,511
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	700,000	
RECEIVABLES	42,723	54,051
ACCRUED REVENUE		4,539
INTERFUND RECEIVABLES		
INVENTORY	415,459	415,459
TOTAL ASSETS AND OTHER DEBITS:	1,451,109	1,466,060
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
ACCOUNTS PAYABLE	-29,224	4,965
ACCRUED EXPENSE		22,059
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
TOTAL LIABILITIES:	-29,224	27,024
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,313,278	907,401
PR YR BDGTED CHANGE TO FUND BALANCE	167,055	531,635
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
TOTAL EQUITY AND OTHER CREDITS:	1,480,333	1,439,036
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,451,109	1,466,060
=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2002	Prior Year 2001
<hr/>				
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	9,321	56,840	66,161	94,436
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,260,500	237,500	2,498,000	2,488,000
RECEIVABLES		3,419	3,419	2,652
ACCRUED REVENUE		--		
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	<hr/> 2,269,821	<hr/> 297,759	<hr/> 2,567,581	<hr/> 2,585,088
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		1,001
ACCRUED EXPENSE		--		210
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		<hr/> 139,950	<hr/> 139,950	<hr/> 141,161
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTD CHANGE TO FUND		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,269,821	150,519	2,420,341	2,430,829
RESERVE FOR ENCUMBRANCES		7,290	7,290	13,097
TOTAL EQUITY AND OTHER CREDITS:	<hr/> 2,269,821	<hr/> 157,809	<hr/> 2,427,631	<hr/> 2,443,926
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<hr/> 2,269,821	<hr/> 297,759	<hr/> 2,567,581	<hr/> 2,585,088
	=====	=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Memorandum Only

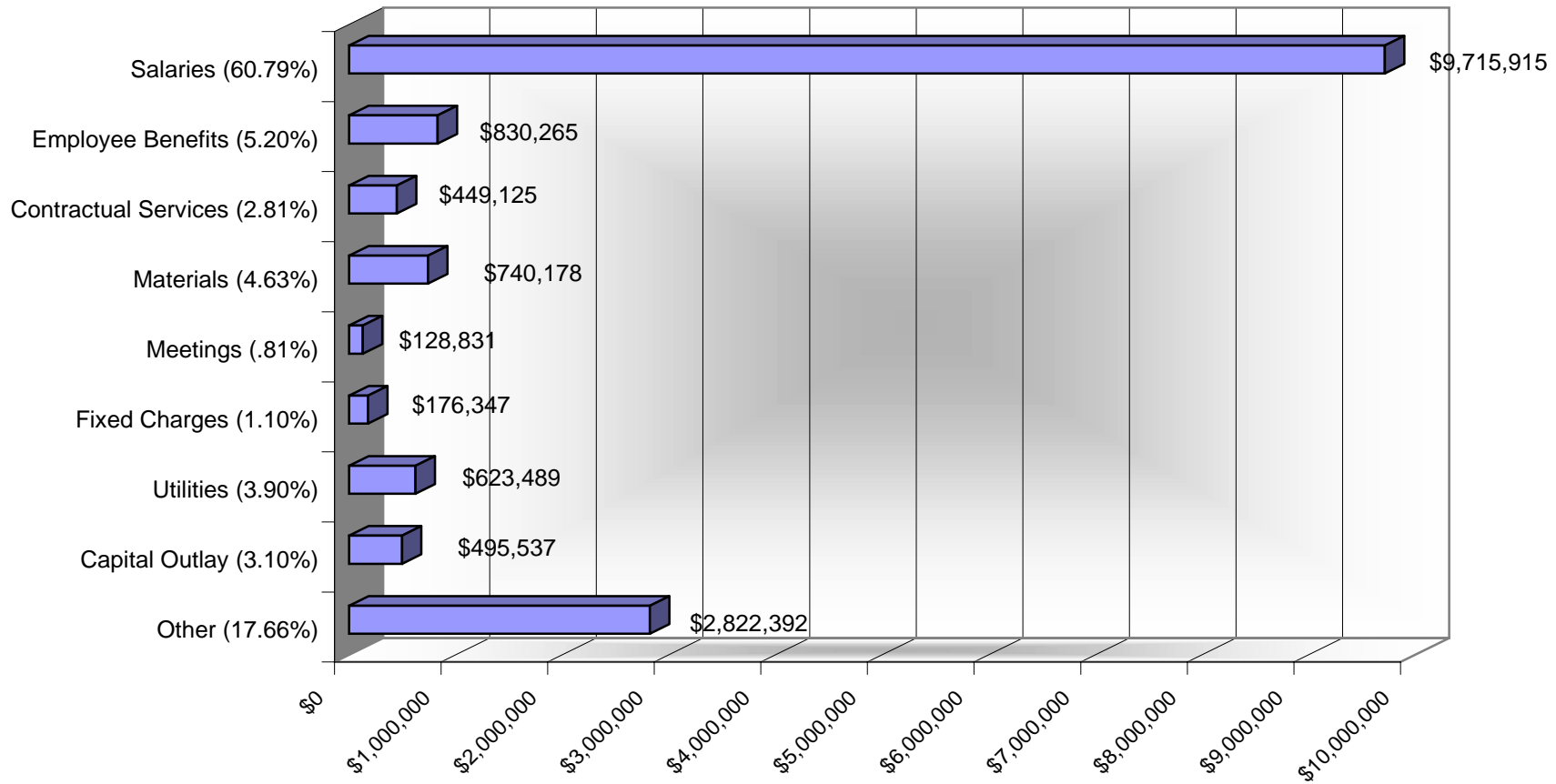
	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	4,046,307	3,649,946
IMPREST FUND	21,500	21,500
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,265,000	10,790,000
RECEIVABLES	957,924	1,350,771
ACCRUED REVENUE		46,339
INTERFUND RECEIVABLES		91,446
INVENTORY	415,459	415,459
TOTAL ASSETS AND OTHER DEBITS:	12,708,191	16,367,462
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	-11,710	13,573
ACCOUNTS PAYABLE	-633,639	727,781
ACCRUED EXPENSE		51,522
INTERFUND PAYABLES	139,950	140,043
DEFERRED REVENUE		99,576
OTHER LIABILITIES	613,929	711,860
TOTAL LIABILITIES:	108,531	1,744,354
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,313,278	907,401
PR YR BDGTD CHANGE TO FUND	167,055	531,635
BALANCE		
Fund Balances:		
FUND BALANCE	7,496,001	9,287,788
RESERVE FOR ENCUMBRANCES	3,623,325	3,896,284
TOTAL EQUITY AND OTHER CREDITS:	12,599,660	14,623,108
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	12,708,191	16,367,462
	=====	=====

ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS
COMPARISON REPORT FY00-02

College	Category	FISCAL YEAR 2000			FISCAL YEAR 2001			FISCAL YEAR 2002				Summer & Fall Hours	Cost per Semester Hour
		Annual Budget	Spent Thru March	% of Bdgt	Annual Budget	Spent Thru March	% of Bdgt	Annual Budget	Spent Thru March	% of Bdgt	% of Year		
Frontier	Bills		\$910,741			\$995,665		\$1,040,538					
	Payroll		1,234,746			1,236,595		1,346,401					
	Totals	\$2,620,195	2,145,487	82%	\$3,172,980	2,232,260	70%	\$3,284,528	2,386,939	73%	75%		
Lincoln Trail	Bills		887,152			948,554		836,841					
	Payroll		1,680,126			1,774,885		1,837,476					
	Totals	3,250,689	2,567,278	79%	3,499,900	2,723,439	78%	3,637,973	2,674,317	74%	75%		
Olney Central	Bills		1,168,446			1,343,818		1,137,188					
	Payroll		2,366,006			2,511,844		2,606,250					
	Totals	4,484,872	3,534,452	79%	4,703,754	3,855,662	82%	4,927,734	3,743,438	76%	75%		
Wabash Valley	Bills		993,344			1,009,651		893,624					
	Payroll		1,798,191			2,031,327		2,108,194					
	Totals	3,694,006	2,791,535	76%	3,967,821	3,040,978	77%	4,058,086	3,001,818	74%	75%		
Workforce Educ.	Bills		739,636			799,088		946,856					
	Payroll		662,393			704,662		749,676					
	Totals	1,619,930	1,402,029	87%	2,394,245	1,503,750	63%	2,425,081	1,696,532	70%	75%		
District Office	Bills		190,502			192,294		180,809					
	Payroll		548,282			604,737		640,154					
	Totals	1,086,064	738,784	68%	1,130,151	797,031	71%	1,230,418	820,963	67%	75%		
District Wide	Bills		741,791			1,302,077		1,230,309					
	Payroll		464,252			416,120		427,764					
	Totals	2,018,560	1,206,043	60%	2,485,981	1,718,197	69%	2,926,982	1,658,073	57%	75%		
O & M	Bills												
	Payroll												
	Totals												
GRAND TOTALS		18,774,316	14,385,608	77%	21,354,832	15,871,317	74%	22,490,802	15,982,080	71%	75%		

Excludes DOC

Illinois Eastern Community Colleges FY2002 Operating Funds



Illinois Eastern Community Colleges Dist. #529
As of March 31, 2002 - \$15,982,080

Agenda Item #13

Agenda Item #13

Chief Executive Officer's Report

Agenda Item #14

Executive Session

Agenda Item #15

Approval of Executive Session Minutes

Agenda Item #16

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: April 12, 2002
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. The retirement letters will be mailed separately with the employment/change in status packet.

mk

Attachment

INDEX

400.1. Change in Employment Status

**400.2. Authorization to Rehire Certain Faculty Affected
by Reductions-in-Force**

400.3. Approval of Memorandum of Agreement w/IECCEA

400.4. Retirements

PERSONNEL REPORT

400.1. Change in Employment Status

A. Professional/Non-Faculty

1. Ada Fleearty – Coordinator, Personnel Services - DO

400.2. Authorization to Rehire Certain Faculty Affected by Reductions-in-Force

400.3. Approval of Memorandum of Agreement w/IECCEA

400.4. Retirements

A. Administrative

1. Lydia Williams, Director of Business, LTC, effective June 30, 2002.

B. Faculty

1. Larry Markman, Diesel Equipment Technology Instructor, effective May 31, 2002.

Agenda Item #17
Collective Bargaining Report

Agenda Item #18

Litigation

Agenda Item #19

Acquisition and Disposition of Property

Agenda Item #20

Other Items

Agenda Item #21

Agenda Item #21

Adjournment

**Protection, Health, and Safety
Projects Schedule
Phase III & IV**

Phase III

ENVIRONMENTAL BARRIER PROJECTS & MISCELLANEOUS:	Estimated Budget										
Misc. ADA Improvements All campuses & DO	\$505,000										
Exit Door Modifications OCC	\$126,000										

Phase IV

Environmental Barriers FCC, LTC & WVC	\$366,300										
Exit Modifications WVC	\$61,700										
Roof Replacements OCC & WVC	\$128,400										

Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted
----------------	-----------	--------------------	---------------	---------------	---------------	----------------	------------------	----------------

03/31/2002

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase V and ADA

	Estimated Budget										
HVAC System Replacement FCC	\$263,800										
Natorium Mechanical Replacement LTC	\$272,300										
Acoustics & Pool Lighting Replacement LTC	\$102,900										
Structural System & Metal Components Repair LTC	\$171,400										
HVAC Systems-Student Union, Physical Plant & Applied Arts Replacement WVC	\$145,200										
PHASE V PROJECT TOTAL	\$955,600										
ADA PROJECTS FCC, LTC, OCC & WVC	\$158,510										
Gym Floor OCC	\$356,500										
GRAND TOTAL	\$1,470,610		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

03/31/2002

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase VI

	Estimated Budget										
Replace Energy Management Systems LTC, OCC, WVC	\$381,200										
Replace/Supplement HVAC Systems LTC, OCC, WVC	\$1,636,600										
Site Paving and Lighting FCC	\$35,800										
Exterior Rehabilitation FCC	\$160,400										
Replace Floor Drain Pipe LTC Crisp	\$26,600										
Replace Bleachers OCC	\$147,600										
GRAND TOTAL	\$2,388,200		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

03/31/2002