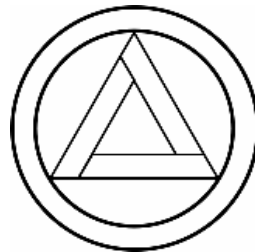


**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

***MONTHLY MEETING***

July 25, 2000



**Location:**

**Olney Central College  
305 North West Street  
Olney, Illinois 62450**

**Dinner – 6 p.m. Banquet Room  
Meeting – 7 p.m. – Banquet Room**

**IECC BOARD AGENDA**

**7 P.M.**

**July 25, 2000**

1. Call to order & Roll Call.....Chairman Lane
  2. Disposition of Minutes.....CEO Bruce
  3. Recognition..... Bruce
    - A. Visitors and Guests
    - B. IECCEA Representative
  4. Public Comment
  5. Reports
    - A. Report from Trustees
    - B. Report from Presidents
    - C. Report from George Woods
    - D. Report from Cabinet
  6. Policy First Readings (and Possible Approval) - None
  7. Policy Second Readings - None
  8. Staff Recommendations for Approval
    - A. Approval of Transfer of Computer to Richland County Historical Society ..... Bruce
    - B. Accountability/Program Review..... Bruce
    - C. Cooperative Agreement with Lewis and Clark Community College ..... Bruce
    - D. Cooperative Agreement with Lake Land Community College ..... Bruce
    - E. Addendum to St. Anthony's Memorial Hospital Affiliation Agreement..... Allard
  9. Bid Committee Report ..... Allard
- IECC
1. Desktop and Laptop Computers
  2. Computer Software
- Olney Central College
1. Widen & Resurface Service Roadway
- International
1. 15 Passenger Van
10. District Finance
    - A. Financial Report ..... Allard
    - B. Approval of Financial Obligations ..... Bruce
  11. Chief Executive Officer's Report ..... Bruce
  12. Executive Session ..... Bruce
  13. Approval of Executive Session Minutes ..... Bruce
  14. Approval of Personnel Report ..... Bruce
  15. Collective Bargaining
  16. Litigation ..... Bruce
  17. Acquisition and Disposition of Property ..... Bruce
  18. Other Items
  19. Adjournment

**Agenda Item #1**

**Call to Order & Roll Call**

**Agenda Item #2**

**Disposition of Minutes**

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 Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, June 20, 2000.

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

**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, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Mr. James W. Lane, Jr., Mrs. Beverly L. Turkal, Miss Marilyn J. Wolfe. Also present was Mr. Brent Engel, student trustee. Trustees absent at roll call: Dr. G. Andrew Fischer. There being a quorum present, the Chairman 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.

Ms. Gayle Saunders, Dean of the College of Lincoln Trail College.

Dr. Harry Benson, President of Wabash Valley College.

Mr. Bob Boyles, Program Director, Adult & Continuing Education of Frontier Community College.

Dr. William J. Lex, President of Frontier Community College. (Entered the meeting at 7:30 p.m.)

Mr. George Woods, Dean of Community Development & Workforce Education.

Ms. Kathleen Vespa, Associate Dean of Education to Careers Program.

Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.

Mrs. Nancy J. Allard, Comptroller & Director of Finance.

Mrs. Terry Stanford, Executive Secretary to the CEO.

Mr. Harry Hillis, Jr., Board Secretary.

**AGENDA #2 – “Disposition of Minutes”** – Open meeting minutes of the regular meeting, held Tuesday, May 16, 2000, were presented for approval.

**Board Action:** Ms. Jameson made a motion to approve the foregoing open meeting minutes as prepared. 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.

**AGENDA #3 – “Recognition”** –

**#3-A. Visitors & Guests:** Visitors & guests present were recognized. Mr. Paul Stouse presented slides of the floral decorations at the LTC commencement. Ms. Susan Polgar and students presented an informational report on The Success Network.

**#3-B. IECCEA Representative:** None.

**AGENDA #4 – “Public Comment”** – None.

**AGENDA #5 – “Reports”** –

**#5-A. Report from Trustees:** Mr. Lane reviewed the recent meeting of Illinois Community College Trustees Association, held at Decatur, Illinois.

**#5-B. Report from Presidents:** Informational reports from each of the four colleges were presented by Dr. Andrews, Ms. Saunders, Dr. Benson and Dr. Lex.

**#5-C. Report from George Woods:** Mr. Woods presented an informational report on Workforce Education.

**#5-D. 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. FY2000 Capital Renewal Project:** The CEO recommended approval of Illinois Eastern Community Colleges FY2000 Capital Renewal Grant Application with an estimated cost of \$100,500. The FY2000 capital renewal allocated amount is \$90,500 and the remaining cost of \$10,000 will be funded by Wabash Valley College local funds.

**#8-B. FY2000 Capital Renewal Project Resolution:** The CEO recommended adoption of the following resolution to approve IECC’s FY2000 Capital Renewal Grant application.

### **Resolution for Capital Renewal Grant Funds Application**

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges, District #529, that authorization is hereby given to file with the Illinois Community College Board, a Capital Renewal Grant Application and attachments thereto, including justification narration and project scope, with an estimated cost of \$100,500, as follows:

1. The capital renewal allocated amount is \$90,500 and the remaining cost of \$10,000 will be funded by local funds.

2. The estimated project budget is hereby approved in the following amounts:

LTC: Replace/Recover Shingle Roofs: \$20,900  
OCC: Install Ceiling System & Carpet: \$23,700  
WVC: Resurface Parking Lot: \$29,300  
FCC: Install Paved Walkways: \$ 3,500  
Subtotal: \$77,400  
Contingency: \$ 7,700  
Construction Administration Fee: \$ 1,300  
A/E Compensation: \$ 8,600  
On-Site Observation & Reimbursables: \$ 5,500  
Total Estimated Project Cost: \$100,500  
Local Supplement: \$10,000  
Budget FY99-00 Funds: \$90,500

3. The Board of Trustees certifies that local funds in the amount budgeted are available and use of said funds for this purpose is hereby authorized.

**Board Action:** Mrs. Kessler made a motion to approve the FY2000 Capital Renewal Project application and the resolution pertinent thereto as presented. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-C. Prevailing Rate of Wages:** The CEO recommended adoption of “An Ordinance of the Board of Trustees of Illinois Eastern Community Colleges Ascertain the Prevailing Rate of Wages for Laborers, Mechanics and Other Workers Employed in any Public Works of Said District.” The ordinance is the same as adopted one year ago and includes attachments listing the prevailing rate of wages for Crawford, Richland, Wabash and Wayne Counties, Illinois, as determined by the Illinois Department of Labor under date of June, 2000. The determination is to be on file in the District Office and available to any interested party, attached to all contract specifications, and copies are to be mailed to the Secretary of State Index Division and Illinois Department of Labor. A notice of the determination must be published.

**Board Action:** Mrs. Turkal made a motion to approve the Ordinance finding the prevailing rate of wages for Crawford, Richland, Wabash and Wayne Counties, Illinois, and the attached determination as of June, 2000. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-D. Working Cash Fund:** The CEO recommended adoption of the following resolution authorizing the Treasurer to permanently transfer approximately \$120,587 Working Cash Fund interest to the General Fund on or before June 30, 2000.

WHEREAS, the Board of Trustees affected the permanent transfer of interest earned on the Working Cash Fund monies to the General fund on or before June 30, 2000.

WHEREAS, the Board of Trustees initiated this transfer which is pursuant to the Illinois Revised Statutes, Chapter 110, Section 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district.

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required.

SO BE IT RESOLVED, that the Board of Trustees authorizes the Treasurer of the District to permanently transfer approximately \$120,587 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2000.

**Board Action:** Mrs. Kessler made a motion to approve the foregoing Working Cash Fund Transfer resolution 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, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-E. FY2000-2001 Budget Resolution:** The CEO recommended adoption of the following resolution establishing budget requirements for fiscal year 2000-2001.

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the budget for said community college district for the 2000-2001 fiscal year:

1. Date of Fiscal Year: July 1, 2000 - June 30, 2001
2. Publication of Notice of Public Hearing on Budget: On or before July 14, 2000.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after July 14, 2000.
4. Mailing Tentative Budget to Board of Trustees: July 14, 2000.
5. Public Hearing on Budget: August 15, 2000 at the hour of 6:00 p.m. to 6:30 p.m., local time, Wabash Valley College, 2200 College Drive, Mt. Carmel, IL 62863.
6. Adoption of Budget: August 15, 2000 following the Public Hearing.

**Board Action:** Mrs. Turkal made a motion to adopt the foregoing budget resolution as recommended. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-F. Building & Maintenance Fund Resolution:** The CEO recommended approval of the following resolution authorizing certain expenditures from the Operations, Building and Maintenance Fund.

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to the Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-20.3.

WHEREAS, funds expended for obligations incurred for the improvement, maintenance, repair or benefit of buildings and property, including cost of interior decorating and the installation, improvement, repair, replacement and maintenance of building fixtures, for the rental of buildings and property for community college purposes or for the payment of all premiums for insurance upon buildings and building fixtures shall be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds,

WHEREAS, payment of all salaries for janitors, engineers and for other custodial employees and all costs of fuel, lights, gas, water, and custodial supplies and equipment, or the cost of a professional survey of the conditions of school building, or any one or more of the preceding items may not be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds without resolution of the Board of Trustees,

SO BE IT RESOLVED, that the Board of Trustees of the Illinois Eastern Community College District No. 529 by resolution authorizes the chief executive officer of the District to budget and expend funds from tax for operations, building and maintenance purposes for the payment of salaries of janitors, engineers or other custodial employees, such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items.

**Board Action:** Miss Wolfe made a motion to adopt the foregoing resolution relative to Operations, Building and Maintenance Fund expenditures as recommended. Ms. Jameson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-G. Inter-Fund Loans Resolution:** The CEO recommended adoption of the following resolution authorizing inter-fund loans during fiscal year 2000-2001.



WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for fiscal year 2000-2001, pursuant to 110 ILCS 805/3-34, and

WHEREAS, these inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the District.

SO BE IT RESOLVED, that the Board of Trustees hereby authorizes the Treasurer of the District to make inter-fund loans as required for fiscal year 2000-2001, and to make the necessary transfers therefor.

BE IT FURTHER RESOLVED, that each such inter-fund loan must be repaid and retransferred to the proper fund within one year.

**Board Action:** Mrs. Kessler made a motion to adopt the foregoing Inter-Fund Loans resolution as recommended. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-H. Athletic Insurance Coverage Renewal:** The CEO recommended approval to renew IECC athletic coverage from First Agency, at the suggested premium of \$42,882. Renewal for intramural activities is \$2,700.

**Board Action:** Miss Wolfe made a motion to renew athletic coverage with First Agency as recommended. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-I. Hewlett Packard Maintenance Renewal Contract:** The CEO recommended approval to renew the maintenance agreement with Hewlett Packard for technical consulting and support for the HP9000 computer system. The HP9000 is the system that runs the Banner administrative software. This agreement includes coverage of hardware and operating system software support with an annual operational review and software patch analysis. Cost is \$25,614.59 annually.

**Board Action:** Mrs. Kessler made a motion to renew the maintenance agreement with Hewlett Packard 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, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-J. Retirees Health Insurance:** The CEO recommended that, effective September 1, 2000 the retirees that are currently on IECC Blue Cross Blue Shield group health insurance coverage be terminated. This action will require them to enroll in the State CIP with the other community college retirees. Five of these retirees have dependent coverage. Since the dependent coverage with the CIP State plan is considerably higher than IECC rates, coverage of those five retirees is extended for one more year

**Board Action:** Mrs. Turkal made a motion to approve the foregoing recommendation relative to retirees health insurance as outlined. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-K. Marathon Refinery Intergovernmental Assessment Agreement:** The CEO recommended approval of a tentative settlement between Robinson Marathon Refinery and various taxing bodies, including Illinois Eastern Community Colleges. Pursuant to the settlement, the Robinson refinery will be assessed at \$65,000,000 for the 1999 tax year and at \$63,000,000 for the 2000 through 2003 tax years. In addition, Marathon Ashland Petroleum will make \$885,000 in supplemental payments to the taxing bodies designed to help offset lost revenue that may be experienced.

**Board Action:** Mrs. Culver made a motion to approve the tentative agreement between Marathon Ashland Petroleum and taxing bodies, subject to review of the final document by the Chairman of the Board of Trustees. If there are any major changes between the tentative agreement and the final agreement, the Chairman reserves the right to reject the final agreement. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Turkal. Trustees absent: Dr. Fischer. The motion having received 5 yea votes and 1 nay vote, the Chair declared the motion carried.

**#8-L. Educational Test Center Administration Fee:** The CEO recommended approval of the a test center administration fee increase from \$10 to \$12, effective July 1, 2000, as requested by Educational Testing Services.

**Board Action:** Mrs. Turkal made a motion to approve Educational Testing Services request for an increase to \$12 in the test center administration fee as recommended. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-M. RAMP FY2002:** The CEO recommended approval of the Resource Allocation and Management Plan for Illinois Eastern Community Colleges for FY2002, which includes five capital project requests from LTC, OCC and WVC, as follows:

Lincoln Trail College  
Project Name: Center for Technology  
District Priority No.: 1 of 5  
Total Building Budget: \$7,934,000

Olney Central College  
Project Name: Applied Technology Center  
District Priority No.: 2 of 5  
Total Building Budget: \$1,275,717

Wabash Valley College  
Project Name: Main Hall Renovation  
District Priority No.: 3 of 5  
Total Building Budget: \$234,423

Lincoln Trail College  
Project Name: Scene Shop/Addition to Theater  
District Priority No.: 4 of 5  
Total Building Budget: \$786,000

Lincoln Trail College  
Project Name: Child Care Center  
District Priority No.: 5 of 5  
Total Building Budget: \$1,174,000

**Board Action:** Miss Wolfe made a motion to approve IECC's Resource Allocation and Management Plan for FY2002 as presented. Mrs. Turkal seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-N. LTC Baseball Diamond Sprinkler System:** The CEO recommended approval of a request from the Lincoln Trail College Foundation to install a sprinkler system at the LTC Baseball Diamond at a cost of approximately \$5,000 at their expense.

**Board Action:** Mrs. Turkal made a motion to approve the request of the LTC Foundation to install a sprinkler system at the Baseball Diamond. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #9 – “Bid Committee Report” –**

**#9-A. IECC – Janitorial Equipment & Supplies:** The Bid Committee recommends the following vendors:

**Janitorial Equipment:** All-Type Vacuum, St. Louis, MO, \$11,990; Hesco, Niles, IL, \$424.50; HP Products, Indianapolis, IN, \$2,167.16; Land Mark Chemical, Marion, IL, \$2,574; Lorenz Wholesale, Mattoon, IL, \$4,454.55. Total \$21,610.21

**Janitorial Supplies:** Grainger, Decatur, IL, \$198.57; Hesco, Niles, IL, \$268.18; HP Products, Indianapolis, IN, \$335.93; Industrial Soap, St. Louis, MO, \$325.49; Lorenz Wholesale, Mattoon, IL, \$80.84; Moore Research, St. Louis, MO, \$242; Royal Papers, St. Louis, MO, \$12.28; Royal Wholesale, Mt. Vernon, IL, \$45. Total \$1,508.29.

**Consumables:** HP Products, Indianapolis, IN, \$1,703.65; Industrial Soap, St. Louis, MO, \$10,423.46; Lorenz Wholesale, Mattoon, IL, \$1,101.98; Royal Papers, St. Louis, MO, \$167.56; Royal Wholesale, Mt. Vernon, IL, \$135.29. Total \$13,531.94.

Grand Total Equipment, Supplies & Consumables: \$36,650.44.

Bid Committee recommends the following bids be rejected: Equipment #6; Supplies #1, #18, #19.

**Board Action:** Miss Wolfe made a motion to approve the recommendations of the Bid Committee for purchase of janitorial supplies and equipment as presented. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. 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 Report:** The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$2,645,824.39, as of May 31, 2000. The reports were accepted.

**#10-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for the month of June, 2000, totaling \$578,342.74, 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 June, 2000, in the amounts listed, and payments from the revolving fund for the month of May, 2000. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. 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. East St. Louis SIHEC Grant.
2. Disciplinary Action Report.
3. Nursing Students Who Returned.
4. Insurance Proposal (Revised Renewal Figure \$135,616).
5. Wayne County Recreation Survey.
6. Chinese Student Visas.
7. Scholarship Awards.
8. Enrollment Up 16% over Last Summer.

**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)(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; and to conduct the semi-annual review of closed meeting minutes as mandated by Section 2.06 of the Act.

**#12-A. Closed Meeting:** Miss Wolfe made a motion to hold a closed meeting to consider the matters outlined by the CEO. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver, Ms. Jameson. Trustees absent: Dr. Fischer. The motion having received 4 yea votes and 2 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 9:30 p.m.

**#12-B. Closed Meeting Ended:** Miss Wolfe made a motion to reconvene in open session. Mrs. Kessler 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 11:00 p.m.

**AGENDA #13 – “Approval of Executive Session Minutes”** – Mrs. Culver made a motion to approve minutes of a closed meeting held Tuesday, May 16, 2000, as prepared, and to open said minutes to the public record. Mrs. Kessler 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.

**AGENDA #14 – “Approval of Personnel Report”** – The CEO presented the following amended Personnel Report and recommended it be approved.

## **Addendum**

### **400.1. Employment of Personnel**

#### A. Professional/Non-Faculty

1. Joe Wilkerson: Initial full-time employment as Director of Business & Industry Training. Amount: Based upon \$31,697 per fiscal year. Effective June 21, 2000. Employment is contingent upon continued grant funding.

## **Personnel Report**

### **400.1. Employment of Personnel**

#### A. Classified

1. Julie Tennis: Initial full-time employment as Custodian for Wabash Valley College. Amount: Based upon \$15,200 per fiscal year. Effective June 26, 2000.

2. Kimberly Wilson: Initial full-time employment as Office Assistant at Olney Central College. Amount: Based upon \$15,028 per fiscal year. Effective: July 1, 2000.

#### B. Professional/Non-Faculty

1. Danelle Hevron: Initial full-time employment as Coordinator of Public Information & Marketing at Lincoln Trail College. Amount: Based upon \$26,000 per fiscal year. Effective July 10, 2000.

#### C. Faculty

1. Michael Bucknum: Initial full-time employment as Chemistry Instructor. Amount: Based upon \$39,603 per academic year. Effective August 16, 2000.

2. Johnie Harrell: Initial full-time employment as Automotive Service Technology Instructor. Amount: Based upon \$31,066 per academic year. Effective: August 16, 2000.

3. Christian Mathews: Initial full-time employment as Life Science Instructor. Amount: Based upon \$31,686 per academic year. Effective: August 16, 2000.

### **400.2. FY00-01 Special Assignments**

#### **Frontier Community College**

##### Extra-Curricular

1. Kathy Doty, College Bowl Team Advisor, \$300.

#### **Lincoln Trail College**

##### Academic

1. Linda Branch, Lead Inst, Occ, \$550.

2. Lonnie Devin, Lead Inst, QIS, \$450.
3. Paul Jenkins, Lead Inst, ACR, \$450.
4. Jason Potts, Lead Inst, Drafting Tech, \$450.

#### Athletic

1. Tony Kestranek, Athletic Director, \$3,500.

#### Extra-Curricular

1. Lonnie Devin, Scholastic Bowl Coordinator, \$350.
2. Carolyn DiBeasi, Scholastic Bowl Coordinator, \$350.
3. Searoba Mascher, Phi Theta Kappa Advisor, \$300.
4. Linda Branch, Student Senate Advisor, \$1,000.
5. Kathy Harris, Pool Manager, \$1,000.
6. Yvonne Newlin, Performing Arts Coordinator, \$1,000.

### **Olney Central College**

#### Academic

1. Russ Jausel, Lead Inst, Industrial Maint Tech, \$500.
2. Art Miller, Lead Inst, Office Occup/Clerical, \$500.
3. Kristi Urfer, Lead Inst, Accounting, \$450.
4. TBD, Lead Inst, Sec & Med Ofc Occup, \$450.
5. Ryan Petty, Lead Inst, CRT Auto Service Tech, \$500.
6. Matt Swinford, Lead Inst, Cisco Systems, \$450.

#### Academic - Nursing

1. TBD, Dept Head, Nursing/OCC, \$2,500+12hrs rel time.
2. Genevieve Bruce, Dept Head, Nursing/FCC, \$2,500+6hrs rel time.
3. Sandra Burtron, Dept Head, Nursing/LTC, \$2,500+12hrs rel time.
4. Lovell Vallette, Dept Head, Nursing/WVC, \$2,500+12hrs rel time.

#### Athletic

1. Jessica Morris, Womens Volleyball Coach, \$3,000.

#### Extra-Curricular

1. Lisa Benson, WYSE Coordinator, \$100.
2. Lucille Lance, Phi Theta Kappa Advisor, \$300.
3. Rob Mason, WYSE Coordinator, \$100.
4. Steve Marrs, Performing Arts Coordinator, \$1,000.
5. Ed Wright, Coordinator of Food Services, \$12,000.

### **Wabash Valley College**

#### Academic

1. Judy Brewster, Lead Inst, Social Services, \$450.
2. Byford Cook, Lead Inst, Machine Shop, \$500.
3. TBA, Lead Inst, Manufacturing Tech, \$450.
4. Dan Edwards, Lead Inst, Radio/TV, \$450.
5. Bob Effland, Lead Inst, Electronics, \$500; WVJC Engineer, \$6,500+1/2 rel time.
6. Larry Hoeszle, Lead Inst, Diesel Equipment, \$500.
7. Linda Kolb, Lead Inst, Early Child Dev, \$450; Small World, \$2,400.
8. Cathy Robb, Lead Inst, Office Occup, \$500.
9. Don Mersinger, Lead Inst, Agriculture, \$500.
10. David Wilderman, Lead Inst, Marketing, \$450.

### Athletic

1. Paul Schnarre, Athletic Director, \$3,500; Head W Softball Coach, \$3,000.
2. Clyde Buck, Asst M Basketball Coach, \$1,000.

### Extra-Curricular

1. Jerry Bayne, Community Service Director, ½ rel time; Student Publications Advisor, \$1,000.
2. James Cox, Theatre House Manager, \$5,000.
3. Brenda Phegley, Phi Theta Kappa Advisor, \$300.
4. Audrey Tice, Art Gallery Coordinator, \$700.

### **District Office**

### Academic

1. Susan Rhine, TOEFL Testing & ESL, \$450.

### Extra-Curricular

1. Don Mersinger, Int'l Soccer Coach, \$1,500.

### **400.3. Resignations**

#### A. Classified

1. Teresa O'Brien, Program Assistant, effective May 30, 2000.

#### B. Professional/Non-Faculty

1. Melanie Lee, Director of Public Information & Marketing, FCC, effective June 6, 2000.
2. Carla Wesner, Director of Business & Industry Training, effective June 14, 2000.

#### C. Faculty

1. Jennifer Spengler, Office Careers Instructor, effective July 1, 2000.

#### D. Administrative

1. William Lex, President, FCC, effective July 31, 2000.

**#14-A. Board Action to Amend Personnel Report:** Ms. Jameson made a motion to amend the Personnel Report by adding an addendum for employment of Joe Wilkerson. 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 that the "Ayes" have it and the motion is adopted.

**#14-B. Board Action to Approve Personnel Report:** Mrs. Kessler made a motion to approve the Personnel Report as amended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 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”** –

**#18-A. Semi-Annual Review of Closed Meeting Minutes:** The Board of Trustees has conducted the semi-annual review of closed meeting minutes, as mandated by Section 2.06 of the Illinois Open Meetings Act.

**#18-B. Robinson Enterprise Zone Expansion:** The CEO recommended adoption of the following resolution:

The Board of Trustees of Illinois Eastern Community College District #529 does hereby adopt this resolution as follows:

The County Clerk of Crawford County, Illinois, is hereby directed to abate ad valorem taxes imposed upon real property located within the Robinson Enterprise Zone as the result of an Enterprise Zone Expansion Ordinance adopted by the City Council of the City of Robinson, Crawford County, Illinois on May 9, 2000, as Ordinance Number 2000-O-08, upon which new improvements shall be renovated or rehabilitated, subject to the following conditions:

a) no abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Redevelopment Project District;

b) any abatement of taxes on any parcel shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements in such parcel;

c) such abatement shall be allowed only for non-residential, commercial and industrial property located within the zone area;

d) such abatement of taxes on any parcel shall be for, and only for, the taxes attributable to an increased assessed valuation of the parcel for the taxing period immediately preceding the issuance of a building permit for the qualified construction and renovation or rehabilitation;

e) such abatement shall be at the rate of 100 percent of the taxes for a period of five years, beginning with the first year in which the improvements are fully assessed. Such is limited to the term of the Robinson Enterprise Zone.

**Board Action:** Mrs. Turkal made a motion to adopt the foregoing Robinson Enterprise Zone Tax Abatement resolution as presented. Ms. Jameson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Dr. Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

**#18-C. Board Action to Change Date of July Regular Meeting:** Mrs. Culver made a motion to change the date of the next regular monthly meeting of the Board of Trustees from Tuesday, July 18, 2000, to Tuesday, July 25, 2000, at Olney Central College at 7:00 p.m. Mrs. Kessler 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.

**AGENDA #19 – “Adjournment”** – Mrs. Culver made a motion to adjourn. The motion was seconded by Miss Wolfe. 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 that the “Ayes” have it, the motion is adopted, and the meeting adjourned at 11:15 p.m.



Approved: Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_

### **Agenda Item #3**

#### **Recognition**

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

**Agenda Item #4**

**Public Comment**

**Agenda Item #5**

**Reports**

- A. Reports from Trustees**
- B. Reports from Presidents**
- C. Report from George Woods**
- D. Report from the Cabinet**

**Agenda Item #6**

**Policy First Readings (and Possible Approval)**

**None**

**Agenda Item #7**

**Policy Second Readings**

**None**

**Agenda Item #8**

**Staff Recommendations for Approval**

- A. Approval of Transfer of Computer to Richland County Historical Society**
- B. Accountability/Program Review**
- C. Cooperative Agreement with Lewis and Clark Community College**
- D. Cooperative Agreement with Lake Land College**
- E. Addendum to St. Anthony's Memorial Hospital Affiliation Agreement**

**Agenda Item #8A**

**Approval of Transfer of Computer to Richland County Historical Society**



## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: July 19, 2000  
RE: Transfer of Computer to Richland County Historical Society

Mr. Chairman, IECC has had a long relationship with the Richland County Historical Society through our lease arrangement with the Carnegie Library building from the historical society.

The historical society is presently involved in transferring old newspaper articles to a CD so they can be scanned and archived into a searchable file. They are in need of an older computer capable of making this transfer.

I ask for the Board to approve the transfer of an unused, older computer to the Richland County Historical Society for their use.

TLB/tes

**Agenda Item #8B**

**Accountability/Program Review**

**Accountability/Program Review sent under separate cover.**

**Agenda Item #8C**

**Cooperative Agreement with Lewis and Clark Community College**

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Terry L. Bruce  
**DATE:** July 18, 2000  
**RE:** Cooperative Agreement with Lewis and Clark Community College

Mr. Chairman, I recommend approval of the cooperative agreement with Lewis and Clark Community College.

**RESOLUTION OF JOINT AGREEMENTS  
WITH  
ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529  
KASKASKIA COLLEGE DISTRICT #501  
LAKE LAND COMMUNITY COLLEGE DISTRICT #517  
LINCOLN LAND COMMUNITY COLLEGE DISTRICT #526  
SHAWNEE COMMUNITY COLLEGE DISTRICT #531  
SOUTHWESTERN ILLINOIS COLLEGE DISTRICT #522  
JOHN WOOD COMMUNITY COLLEGE DISTRICT #539**

**WHEREAS**, Lewis and Clark Community College, Illinois Eastern Community Colleges, Kaskaskia College, Lake Land Community College, Lincoln Land Community College, Shawnee Community College, Southwestern Illinois College and John Wood Community College desire to expand educational services to the greatest number of students, the parties believe this Agreement should be one of the means of implementing the Board of Higher Education's State of Illinois Master Plan - Phase IV in accomplishing a viable method of cooperation between the Parties involved in the Agreement.

**WHEREAS**, Illinois Eastern Community Colleges, Kaskaskia College, Lake Land Community College, Lincoln Land Community College, Shawnee Community College, Southwestern Illinois College and John Wood Community College have certain programs which Lewis and Clark Community College does not offer and Lewis and Clark Community College has certain programs that Illinois Eastern Community Colleges, Kaskaskia College, Lake Land Community College, Lincoln Land Community College, Shawnee Community College, Southwestern Illinois College and John Wood Community College do not offer,

**THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Community College District #536 authorizes the continuation of the agreements with Illinois Eastern Community Colleges, Kaskaskia College, Lake Land Community College, Lincoln Land Community College, Shawnee Community College, Southwestern Illinois College and John Wood Community College as written and agreed to by the respective college administrators effective July 1, 2000.

**DATED THIS 1st DAY OF JULY, 2000**

## I. EDUCATIONAL PROGRAMS/COURSES

Any educational program offered by and between the parties to this Agreement shall be approved by the Illinois Community College Board and the Board of Higher Education.

### JOINT AGREEMENT PROGRAMS WITH LEWIS AND CLARK COMMUNITY COLLEGE

Illinois Eastern Community Colleges, Kaskaskia College, Lake Land Community College, Lincoln Land Community College, Shawnee Community College, Southwestern Illinois College and John Wood Community College

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **ILLINOIS EASTERN COMMUNITY COLLEGES, District #529**, in the following programs.

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
DENTAL ASSISTING	5202A	Certificate
DENTAL HYGIENE	5202A	AAS/Certificate
OCCUPATIONAL THERAPY ASST		AAS

**ILLINOIS EASTERN COMMUNITY COLLEGES, District #529** agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
DIESEL EQUIPMENT TECHNOLOGY	AAS
MINING TECHNOLOGY	AAS
TELECOMMUNICATIONS TECHNOLOGY	AAS/Certificate
WOODWORKING TECHNOLOGY	AAS

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **KASKASKIA COLLEGE, District #501**, in the following programs:

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
FIRE SCIENCE	5507A	AAS
FIRE SCIENCE	5507J	Certificate
LIBRARY & INFORMATION TECHNOLOGY	5504A	AAS
LIBRARY & INFORMATION TECHNOLOGY	5504J	Certificate

**KASKASKIA COLLEGE, District #501**, agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
FIRE SCIENCE	Courses

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **LAKE LAND COLLEGE, District #517**, in the following programs:

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
TURFGRASS MANAGEMENT	5402A	AAS

**LAKE LAND COLLEGE, District #517**, agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
JOHN DEERE-AG TECH	AAS
LIVESTOCK PRODUCTION	Certificate
SWINE PRODUCTION	AAS
CIVIL ENGINEERING TECHNOLOGY	AAS

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **LINCOLN LAND COMMUNITY COLLEGE, District #526**, in the following programs:

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
AGRIBUSINESS MANAGEMENT	5402B	AAS
DENTAL ASSISTING	5202A	Certificate
DENTAL HYGIENE	5202A	AAS
TURFGRASS MANAGEMENT	5402A	AAS
*JOBS 100 JOB SEEKING SKILLS	1799 OCCUP	Course
*JOBS 131 IDENTIFYING JOB SKILLS	1799 OCCUP	Course
*JOBS 132 TARGETING THE JOB MARKET	1799 OCCUP	Course
*JOBS 133 JOB SEEKING SKILLS	1799 OCCUP	Course
*PSYC 130 CAREER DEVELOPMENT	1701A	Course

**LINCOLN LAND COMMUNITY COLLEGE, District #526**, agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
AGRI-BUSINESS MANAGEMENT	AAS
AGRI-FERTILIZER OPERATIONS	AAS
AVIATION MAINTENANCE	AAS
LANDSCAPE DESIGN/TURF MANAGEMENT	AAS/Certificate
PHYSICAL THERAPY ASSISTANT	AAS



**SHAWNEE COMMUNITY COLLEGE, District #531** agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
ADDICTION COUNSELING	AAS

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **SOUTHWESTERN ILLINOIS COLLEGE, District #522**, in the following programs:

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
AGRIBUSINESS MANAGEMENT	5402B	AAS
AGRIBUSINESS MANAGEMENT	5402J	Certificate
APPRENTICESHIP TRAINING - ELEC.	5317J	Certificate
APPRENTICESHIP TRAINING - MACHINE TOOL	5317P	Certificate
AUTOMOTIVE TECHNOLOGY		
Automotive Technology	5306A	AAS
Automotive Drive Line, Suspension and Brakes	5306M	Certificate
Auto Performance Accessories & Electrical	5306N	Certificate
DATABASE PROGRAMMING	5101D	AAS
DATABASE PROGRAMMING	5101T	Certificate
DENTAL ASSISTING	5202J	Certificate
DENTAL HYGIENE	5202A	AAS
FIRE SCIENCE	5507A	AAS
FIRE SCIENCE	5507J	Certificate
LIBRARY & INFORMATION TECHNOLOGY	5504A	AAS
LIBRARY & INFORMATION TECHNOLOGY	5504J	Certificate
NURSING: PRACTICAL NURSING	5208J	Certificate
OFFICE SPECIALIST - MEDICAL	5005N	Certificate
OCCUPATIONAL THERAPY ASSISTANT	5230A	AAS
PN/ADN LADDER PROGRAM		
RADIO BROADCASTING	5008A	AAS
TRACTOR/TRAILER DRIVER TRAINING	CDLA 160	Course
TURFGRASS MANAGEMENT	5402E	AAS
TURFGRASS MANAGEMENT	5402M	Certificate

**SOUTHWESTERN ILLINOIS COLLEGE, District #522**, agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
AIR CONDITIONING, HEATING & REFRIGERATION	AAS
AUTOMOBILE COLLISION REPAIR TECH	AAS
AUTOMOTIVE REFINISHING	Certificate
MECHANICAL SYSTEMS	Certificate
NON-STRUCTURAL REPAIR	Certificate
STRUCTURAL REPAIR	Certificate
AUTOMOTIVE REFINISHING	Certificate
AVIATION MAINTENANCE TECHNOLOGY	AAS

CHEMICAL TECHNOLOGY	Certificate
CONSTRUCTION BRICKLAYER	AAS/Certificate
CONSTRUCTION CARPENTRY	AAS/Certificate
CONSTRUCTION CEMENT MASON	AAS/Certificate
CONSTRUCTION IRONWORKER	AAS/Certificate
CONSTRUCTION MANAGEMENT TECHNOLOGY	AAS
CONSTRUCTION PAINTING AND DECORATING	AAS/Certificate
CONSTRUCTION SHEETMETAL	AAS/Certificate
COSMETOLOGY	Certificate
CULINARY ARTS (066D)	Certificate
DECKHAND STUDIES	Certificate
ENGINEERING TECHNOLOGY	AAS
FIRE SCIENCE	AAS/Certificate
HEALTH INFORMATION TECHNOLOGY	AAS
HORTICULTURE	AAS/Certificate
INDUSTRIAL METALWORKING	AAS/Certificate
INDUSTRIAL PIPEFITTER	AAS/Certificate
INDUSTRIAL WELDER	AAS/Certificate
MAJOR APPLIANCE TECHNOLOGY	AAS/Certificate
MARKETING-REAL ESTATE (031C)	AAS
MASSAGE THERAPY	Certificate
MEDICAL ASSISTANT	AAS/Certificate
PARALEGAL STUDIES	AAS
PARAMEDIC	AAS
PHYSICAL THERAPIST ASSISTANT	AAS
PROCESS OPERATIONS TECHNOLOGY	Certificate
RADIOLOGIC TECHNOLOGY	AAS
RESPIRATORY CARE TECHNOLOGY	Certificate
SIGN LANGUAGE/INTERPRETER	AAS
SIGN LANGUAGE/BASIC COMMUNICATION	Certificate
WEBMASTER	AAS
WELDING TECHNOLOGY	AAS/Certificate

**LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, agrees to accept students from **JOHN WOOD COMMUNITY COLLEGE, District #539**, in the following programs:

<u>Program Name</u>	<u>Curriculum Code</u>	<u>Degree/Certificate/Course</u>
AUTOMOTIVE TECHNOLOGY		
Automotive Drive Lines, Suspension and Brakes	5306M	Certificate
Automotive Performance Accessories & Electrical	5306N	Certificate
Automotive Technology	5306A	AAS
COMPUTER HARDWARE/SOFTWARE TECHNOLOGY		
Computer Programming Option	5105B	AAS
Networking Option	5105C	AAS
PC Servicing	5105J	Certificate
Novell Network Specialist	5105K	Certificate
Microsoft Network Specialist	5105L	Certificate
Novell Network Specialist	5105R	Certificate
Microsoft Network Specialist	5105S	Certificate
DENTAL ASSISTING	5202J	Certificate
DENTAL HYGIENE	5202A	AAS
HOTEL/MOTEL MANAGEMENT		
Hotel/Motel Management	5010A	AAS
Hotel/Motel Operations	5010J	Certificate

Hotel/Motel Procedures	5010S	Certificate
Hospitality Accounting Procedures	5010R	Certificate
LIBRARY AND INFORMATION TECH.	5504A	AAS
LIBRARY AND INFORMATION TECH.	5504J	Certificate
RADIO BROADCASTING	5008A	AAS

**JOHN WOOD COMMUNITY COLLEGE, District #539**, agrees to accept students from **LEWIS AND CLARK COMMUNITY COLLEGE, District #536**, in the following programs.

<u>Program Name</u>	<u>Degree/Certificate/Course</u>
AGRICULTURE PRODUCTION MANAGEMENT	Certificate
BEEF MANAGEMENT	Certificate
SWINE MANAGEMENT	AAS/Certificate
AGRICULTURE BUSINESS MANAGEMENT	AAS
ELECTRICAL TECHNOLOGY	AAS
ELECTRICIAN	Certificate
ELECTRONICS TECHNOLOGY	
Engineering Technology Option	AAS
RF Communications Technology Option	AAS
HORTICULTURE	AAS/Certificate
PHYSICAL THERAPIST ASSISTING	AAS
SURGICAL TECHNICIAN	Certificate

Students who are interested in enrolling in a Lewis and Clark Community College joint agreement program must request a letter of certification of residency from their respective community college district. Students who are approved will be eligible for the in-district tuition rate and must meet all Lewis and Clark Community College entrance requirements.

The Sending District may assist the Receiving District in locating suitable training stations and clinical facilities within the confines of the Sending District for the purpose of providing laboratory and clinical instruction by the Receiving District for the convenience of the Sending District's students enrolled in any of the programs covered by this Agreement.

## **II. STUDENT ENROLLMENT**

The cooperating institutions allow enrollment in programs included in the Agreement on the same basis as enrollment for in-district students. Students wishing to participate in these programs/courses should be encouraged to enroll as soon as they can to ensure their admission to the program of their choice.

## **III. STUDENT ENROLLMENT AND RESPONSIBILITY**

Students wishing to pursue a program contained in this Agreement may enroll in the college offering the program. The student will pay tuition and fees and any other charges applicable to the district's students. The students from the Sending District will assume the same responsibility and comply with the same rules and regulations as in-district students of the Receiving District.

Students shall be responsible and liable for their own transportation to and from both the Sending and Receiving District.

The Receiving District shall be considered the home district for athletic eligibility and/or any other activity where the student officially represents an institution, as well as for Illinois State Military Scholarships and Illinois State Scholarship Commission Grants.

#### **IV. RECEIVING DISTRICT'S RESPONSIBILITIES**

The Receiving District shall provide access to its Learning Resources Center and other instructional resources, and provide counseling-guidance, placement, follow-up and other services that will facilitate the learning process for students from the Sending District equal to those provided for any other student on its campus.

The Receiving District will maintain the official records which include the student's transcript, grades and other related records. The records and transcripts will clearly identify the fact that the student attended under the terms of the cooperative agreement. The Receiving District will award any certificate or degree earned by the student while informing the Sending District of the award.

The Receiving District shall, by June 30, provide the Sending District with a listing of the Sending District's students and the number of hours they were enrolled in each of the programs covered by this Agreement during the preceding fiscal year.

#### **V. FINANCE**

The Receiving District shall claim apportionment of other state and federal reimbursement normally received for a student of its district, excepting equalization. The Sending District will not pay charge-back to the Receiving College for any program contained in this Agreement.

If a student from the Sending District enrolls in a program listed in this Agreement and consequently changes his/her program to pursue a degree or certificate in a program not included, this Agreement shall cease to be in effect concerning that student.

Procedurally, students who wish to enroll at a Receiving District in one of the programs herein identified will secure from their Sending District a letter designating them as eligible to participate in the specific program covered by this Cooperative Agreement. This letter will either be sent directly to the Receiving District or given to the student.

#### **VI. PUBLICITY AND CATALOG**

The Sending District will list educational programs of the Receiving District in its catalogs and other informational brochures.

The Receiving and Sending Districts may assist each other in distributing information about programs covered under this Agreement to high schools within their respective districts.

#### **VII. AMENDMENTS TO AGREEMENT**

Amendments and/or revisions to this Agreement may be made annually or at any time by mutual written consent of all participating colleges. Such amendments and/or revisions shall be prepared in the form of an addendum agreement.

#### **VIII. TERMINATION**

This Agreement may be terminated at any time by either the sending district or the receiving district. In the event of such termination, students who have entered the educational programs covered under this Agreement shall be allowed to complete said program.

**COOPERATIVE AGREEMENT**

The Joint Agreement between Lewis and Clark Community College and Illinois Eastern Community College is hereby extended for a one-year period beginning July 1, 2000

**LEWIS AND CLARK COMMUNITY COLLEGE**

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Chairman of the Board of Trustees

---

President

---

Date

**ILLINOIS EASTERN COMMUNITY COLLEGES**

---

Chairman of the Board of Trustees

---

President

---

Date

**COOPERATIVE AGREEMENT**

The Joint Agreement between Lewis and Clark Community College and Illinois Eastern Community College is hereby extended for a one-year period beginning July 1, 2000

**LEWIS AND CLARK COMMUNITY COLLEGE**

---

Chairman of the Board of Trustees

---

President

---

Date

**ILLINOIS EASTERN COMMUNITY COLLEGES**

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Chairman of the Board of Trustees

---

President

---

Date

**Agenda Item #8D**

**Cooperative Agreement with Lake Land College**



## MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: July 18, 2000  
RE: Cooperative Agreement with Lake Land College

Mr. Chairman, I recommend approval of the cooperative agreement with Lake Land College.

TLB/tes

**LAKE LAND COLLEGE  
COOPERATIVE AGREEMENTS**

**2000-2001**

**By: Lake Land College**

Civil Engineering Technology (AAS)

Dental Hygiene (AAS)

**By: Illinois Eastern Community Colleges**

Emergency Prep/Vol Firefighter II –

(Cert) Frontier

Air Conditioning/Refrigeration –

(Cert/AAS) Lincoln Trail

Auto Body Technology (AAS) Olney Central

Welding & Cutting (Cert) Olney Central

Associate in Fine Arts (Music Education) –

Lincoln Trail, Olney Central

Associate in Fine Arts (Music Performance) –

Lincoln Trail, Olney Central

Hospitality Management (AAS) – Lincoln Trail

Radiography (AAS) – Olney Central

Woodworking Technology (AAS) – Olney Central

## MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: July 19, 2000

RE: Addendum to St. Anthony's Memorial Hospital Affiliation Agreement

Mr. Chairman, I recommend approval of the addendum to St. Anthony's Memorial Hospital Affiliation Agreement.

TLB/tes

## MEMORANDUM

TO: Terry Bruce  
FROM: Nancy Allard  
SUBJECT: Addendum to St. Anthony's Memorial Hospital Affiliation Agreement  
DATE: July 19, 2000

The attached is an addendum to IECC affiliation agreement with St. Anthony's Memorial Hospital. IECC's attorney has reviewed this document.

The following two items have been added to the agreement:

1. In the event of an injury or illness to a student or faculty member, the Agency will treat the student or faculty member at student/faculty member's expense.
2. Professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate.

This addendum should be presented to the Board in July for their consideration.

NA/cr

Attachment

**ADDENDUM TO AFFILIATION AGREEMENT**

THIS ADDENDUM is by and between Illinois Eastern Community Colleges, District #529, Frontier Community College, Lincoln Trail College, Olney Central College and Wabash Valley College (District #529) and St. Anthony's Memorial Hospital, Effingham, Illinois ("Agency") to that certain Affiliation Agreement dated the 17<sup>th</sup> day of August, 1998.

In consideration of the mutual covenants contained herein and in the Agreement, the parties agree as follows:

1. Notwithstanding any provision in the Agreement or the Amendment, this Addendum shall set forth exclusively the agreement between the parties relative to the subject matters of this Addendum. In the event of a conflict between the Agreement and the Addendum, the provisions of this Addendum shall control.
2. The parties agree to extend said Agreement through the next academic year or until June 30, 2001.
3. In the event of an injury or illness to a student or faculty member, the Agency will treat the student or faculty member at student/faculty member's expense.
4. District #529 shall maintain in full force and effect the following insurance policies written on an incurred loss basis, including coverage for each student and faculty member participating in the training program: (a) Comprehensive general liability insurance for property and bodily injury with \$1,000,000 combined single limits, including blanket contractual coverage; (b) Worker's compensation insurance, with statutory limits of liability; and (c) Professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate. District #529 shall require all insurance companies issuing policies hereunder to certify to Agency that such policies have been issued and are in force and will remain not materially changed, cancelled or annulled except upon thirty (30) days prior written notice to Facility.

Dated this \_\_\_\_\_ day \_\_\_\_\_, 2000.

DISTRICT #529:

Illinois Eastern Community Colleges,  
District #529, Frontier Community College,  
Lincoln Trail College, Olney Central College  
and Wabash Valley College

By \_\_\_\_\_

Title \_\_\_\_\_

AGENCY:

St. Anthony's Memorial Hospital

By \_\_\_\_\_

Title \_\_\_\_\_

**Agenda Item #9**

**Bid Committee Report**



## **Bid Committee Report**

**July 2000**

### **IECC**

- 1. Desktop Computers**
- 2. Laptop Computers**
- 3. Computer Software**

### **Olney Central College**

- 1. Widen & Resurface Service Road**

### **International**

- 1. 15 Passenger Van**



TO: Board of Trustees  
FROM: Bid Committee  
SUBJECT: Bid Recommendation - Desktop Computers  
DATE: July 19,2000

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

Bid Committee recommends acceptance of the low bids received that meets all specifications from **Gateway Computer, N. Sioux City, SD** for (234) desktop computers **@\$1,229** for a grand total bid of **\$287,586.00**.

A bid tabulation sheet is attached.

Respectfully submitted,

Nancy Allard  
Hans Andrews  
John Arabatgis  
Harry Benson  
Chris Cantwell  
Alex Cline  
Harry Hillis, Jr.  
Jerry Hefley  
Kathy Vespa

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

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<b>DESKTOP COMPUTERS</b>			
<b>Location/Department</b>	<b>800 Mhz 17" Monitor 6.4 GB 128 RAM Windows 98 software</b>	<b>Rationale and Source of Funds</b>	<b>TOTAL (EACH \$1229) includes shipping</b>
<b>Information Technology</b>	<b>121</b>	<b>30 each campus. Supported by the Technology Plan for pc replacement. 1 for Information Technology Department to be supported by the Educational Fund</b>	<b>\$148,709.00</b>
<b>FCC</b>	<b>17</b>	<b>For the CISCO Lab to be supported by Advanced Tech. Funds</b>	<b>20,893.00</b>
<b>LTC</b>	<b>32</b>	<b>5 for Student Labs supported by Perkins Grant 9 for offices and faculty supported by Educational Fund 18 for Office Careers supported by Advanced Technology Funds</b>	<b>39,328.00</b>
<b>OCC</b>	<b>17</b>	<b>For Computer Classrooms supported by Advanced Technology Funds</b>	<b>20,893.00</b>
<b>WVC</b>	<b>25</b>	<b>For the Instructional Labs to be supported by Advanced Technology Funds</b>	<b>30,725.00</b>
<b>International</b>	<b>10</b>	<b>For Student Computer Lab to be supported by the Educational Fund</b>	<b>12,290.00</b>
<b>Success Network</b>	<b>1</b>	<b>For Project Director to be supported by Success Network funds.</b>	<b>1,229.00</b>
<b>Education To Careers</b>	<b>4</b>	<b>1 for Director of Business &amp; Industry Training supported by the Auxiliary Fund. 3 for Industrial Maintenance/Hella Regional Training Academy to be supported by the Education To Careers Restricted Purposes Fund.</b>	<b>4,916.00</b>
<b>Academic &amp; Student Support Services</b>	<b>1</b>	<b>For Research Technician to be supported by Educational Fund</b>	<b>1,229.00</b>
<b>Talent Search</b>	<b>1</b>	<b>For the Program Director to be supported by the Talent Search Fund</b>	<b>1,229.00</b>
<b>IECC Business Office</b>	<b>4</b>	<b>For Business Office Employees to be supported by Educational Fund</b>	<b>4,916.00</b>
<b>IECC Personnel Office</b>	<b>1</b>	<b>For Personnel Office to be supported by the Educational Fund.</b>	<b>1,229.00</b>

**DESKTOP COMPUTERS  
BID TABULATION**

**Bids Include 17" monitor, 6.4 GB, 128 RAM, Windows 98 Software and Shipping Cost**

**Prices include 17"  
monitor**

<b><u>Company</u></b>	<b><u>566Mhz</u></b>	<b><u>700Mhz</u></b>	<b><u>800Mhz</u></b>	<b><u>850Mhz</u></b>
<b>CDS Office Technologies Champaign, IL</b>	1021.00	1134.00	1294.00	1483.00
<b>Charley Inc. Robinson, IL</b>	1038.00	1176.00	1340.00	1511.00
<b>Gateway Computers North Sioux City, SD</b>	1039.00	1189.00	<b>1229.00</b>	1479.00

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## DESKTOP COMPUTER SPECIFICATIONS

Processor: (see options below) Intel w/ heatsink – 512K L2 cache for PIII processors  
Systemboard: 1 AGP, 3 PCI, 1 ISA, 1 shared PCI/ISA, 3 DIMM, 2 serial, 1 parallel  
RAM: ( see options below ) 128MB SDRAM - Using only 1 DIMM slot  
Fixed Disk: ( see options below ) 6.4 GB EIDE Hard Drive  
Video: 64-bit, 8 MB AGP 3D Video Card  
Monitor: (see options below) Color Monitor FST-NI w/ at least 16-bit color .28 dot pitch or Less  
Diskette: 1.44 MB Diskette Drive  
CD-ROM: 48X CD-ROM  
Sound Card: 16-bit, 64 voice  
Speakers: Altec Lansing – 2 speaker set  
Keyboard: 104 Key Enhanced  
Mouse: Microsoft Intellimouse w/ Intellipoint Software and mouse pad  
Case: Mid-Tower w/ 250W Power Supply  
Other: 3Com 10/100-BaseT Ethernet Card (UTP RJ-45)  
Year 2000 Compliant  
Operating System: Microsoft Windows 98 Second Edition

Warranty and Support: 45-day unconditional return privilege; 1-year, next-business-day, on-site service provided problem cannot be resolved by phone with technical support; Warranty issues to be resolved in less than one week. 3-year parts replacement with prepaid freight preferred; lesser terms will be considered; **Telephone technical support 18 hour, 6-days-a-week required.** **Complete documentation for all hardware and software must be provided. Failure to provide shall constitute reason for unconditional return of the system or systems with no restocking charge.**

NOTE: Failure to give detailed explanation/documentation of proposed equipment being supplied will be possible cause for rejection of bid. Any exceptions to warranty and support requirements or failure to comply will be considered non-responsive.

**REVISED**

**DESKTOP COMPUTER SPECIFICATIONS CONT'D:**

<u>Processor Options</u>	<u>Per Unit</u>	<u>1-50 Units</u>	<u>51-100 Units</u>	<u>101 &amp; Above Units</u>
Intel Celeron <del>550</del> <b>566</b> Mhz	_____	_____	_____	_____
Intel PIII 700Mhz	_____	_____	_____	_____
Intel PIII 800Mhz	_____	_____	_____	_____
Intel PIII 850Mhz	_____	_____	_____	_____
<u>Monitor Options</u>				
15"	_____	_____	_____	_____
17"	_____	_____	_____	_____
19"	_____	_____	_____	_____
<u>RAM Option</u>				
Additional 128MB	_____	_____	_____	_____
<u>Hard Drive Options</u>				
10 GB	_____	_____	_____	_____
15 GB	_____	_____	_____	_____
20 GB	_____	_____	_____	_____
<b>Software Options</b>				
Windows 2000	_____	_____	_____	_____

ALL FREIGHT, DELIVERY AND/OR INSTALLATION CHARGES ARE INCLUDED IN BID. YOUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

SIGNATURE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE.



TO: Board of Trustees  
FROM: Bid Committee  
SUBJECT: Bid Recommendation - Laptop Computers  
DATE: July 19, 2000

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

Bid Committee recommends acceptance of the only bids received that meets all specifications from **Gateway Computer, N. Sioux City, SD** for (26) Laptop computers for a grand total bid of **\$65,009.00.**

A bid tabulation sheet is attached.

Respectfully submitted,

Nancy Allard  
Hans Andrews  
Harry Benson  
Alex Cline  
Harry Hillis, Jr  
Diane Lutes  
Kathy Vespa

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



<b><u>LAPTOP COMPUTERS</u></b>			
<b>Location/Department</b>		<b>Rationale and Source of Funds</b>	<b>Total</b>
OCC	1	For the Dean of Instruction to be supported by the Educational Fund	\$2,518.00
WVC	5	For Library for instructional use by Faculty to be supported by Advanced Technology Funds.	\$12,131.00
Education to Careers Program	8	6 for Business Industry Training supported by the Education to Careers Restricted Purposes Fund. 1 for Ass. Dean Ed. To Careers Program. 1 for Welding & Metallurgy Dept. supported by the Welfare to Work Restricted Purposes Fund.	\$20,144.00
Workforce Education	12	For Instructional use supported by Advanced Technology Funds	\$30,216.00

**LAPTOP COMPUTERS  
BID TABULATION**

<b>Company</b>		<b>14.1 550Mhz</b>	<b>13.3 600Mhz</b>	<b>14.1 600Mhz</b>	<b>14.1 650Mhz</b>	<b>15.0 700Mhz</b>	<b>Add'l 64MB SDRAM</b>	<b>PCMCIA 56K V.90 Modem</b>	<b>Carrying Case</b>
Gateway Computers N.Sioux City, SD	Per Unit 2-4 Units 5-9 Units 10 or more	*\$2,055	N/A	*\$2,145	*\$2,325	*\$2,298	Solo 2150 XL - \$300 Or Solo 9300 CL - \$200	Included	Included

\*Does not include shipping price of \$20.00

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## LAPTOP COMPUTER SPECIFICATIONS

Minimum required specifications:

Screen: XGA Active Matrix color display – see options below  
 Processor: Intel Pentium III processor – see options below  
 Memory: 64 MB SDRAM  
 Graphics accelerator: 128-Bit accelerator with 2MB video memory  
 Hard Drive: 4GB ultra ATA removable hard drive, if not available – nearest upgrade in size  
 Floppy drive: integrated 1.44 MB 3.5” floppy disk drive  
 CD-ROM: Integrated 10X MIN/24X Max CD-ROM drive  
 Multimedia Package: 16-BIT software wavetable audio  
 Stereo Speakers  
 Internal Microphone  
 Headphone/Speaker Jack  
 Line in and Line out Mic. jacks  
 Keyboard: Full size keyboard with MS Windows 95 keys  
 Mouse: Touch pad to also include and external Microsoft Intellimouse  
 Operating System: Microsoft Windows 98 Second Edition  
 Additional Software: No Additional Software Needed  
 Expansion Slots: Two deep socketed PCMCIA Type II slots  
 Battery: Lithium Ion; also AC pack  
 External Ports: USB, parallel, serial, VGA, PS/2 and infrared ports  
 Modem: Not necessary, however acceptable if included in bundle price  
 Network Card: 10/100 Baset PCMCIA  
 Certifications: FCC Class B, UL and CSA Certified  
 Price must include shipping and handling and be Year 2000 compliant

**Warranty and Support:** 45 day unconditional return privilege; 1-year, next-business-day, on-site service provided problem cannot be resolved by phone with technical support; warranty issues to be resolved in less than one week; 3-year parts replacement with prepaid freight preferred; lesser terms will be considered; Telephone technical support 18 hour, 6-days-a-week required. Complete documentation for all hardware and software must be provided. Failure to provide shall constitute reason for unconditional return of the system /systems with no restocking charge. Failure to give detailed explanation/documentation of proposed equipment being supplied will be possible cause for rejection of bid. Any exception to warranty & support requirements or failure to provide shall constitute reason for unconditional return of the system/systems with no restocking charge. Any exception to warranty & support requirements or failure to comply will be considered non-responsive.

**All freight, delivery and or installation charges are included in bid. Our quotation as submitted on this form will remain firm for six weeks from the date quotation is received by Illinois Eastern Community Colleges.**

**Please bid the following configurations/options**

	<u>Per Unit</u>	<u>2-4 Units</u>	<u>5 – 9 Units</u>	<u>10 or more</u>
<b>13.3” Display and 550Mhz Celeron Processor</b>	_____	_____	_____	_____
<b>13.3” Display and 600Mhz PIII Processor</b>	_____	_____	_____	_____
<b>14.1” Display and 600Mhz PIII Processor</b>	_____	_____	_____	_____

**14.1" Display and 650Mhz P III Processor**

\_\_\_\_\_

**15.0" Display and 700Mhz PIII Processor**

\_\_\_\_\_

**Additional 64MB SDRAM**

\_\_\_\_\_

**PCMCIA 56K V.90 Modem**

\_\_\_\_\_

**Carrying Case**

\_\_\_\_\_

Signature\_\_\_\_\_

Telephone\_\_\_\_\_

Company\_\_\_\_\_

Date\_\_\_\_\_

Address  
duplicate.\_\_\_\_\_

NOTE: Please submit bid in

TO: Board of Trustees  
 FROM: Bid Committee  
 SUBJECT: Bid Recommendation - Computer Software  
 DATE: July 19, 2000

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

Bid Committee recommends acceptance of the low bids received that meets all specifications as follows:

**Software Spectrum  
 Garland, TX**

	<b>Unit</b>		
	<b><u>Price</u></b>	<b><u>Qty.</u></b>	<b><u>Total</u></b>
Microsoft Office 2000 Professional	\$44.20	600	\$26,520.00
Microsoft (Media-Compact Disk)	*14.95	10	<u>149.50</u>
			\$26,669.95

**Softchoice Corporation  
 Chicago, IL**

	<b>Unit</b>		
	<b><u>Price</u></b>	<b><u>Qty.</u></b>	<b><u>Total</u></b>
Norton Antivirus Enterprise Solution Site	\$12.78	1001	\$12,792.78
Norton (Media-Compact Disk)	16.86	10	<u>168.60</u>
			\$12,961.38

\*Compatible item to be ordered from same vendor.

A bid tabulation sheet is attached.

Respectfully submitted,

Nancy Allard  
 Alex Cline  
 Harry Hillis, Jr

Source of Funds: Educational Fund

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



**COMPUTER SOFTWARE  
BID TABULATION**

<b>Software</b>		<b>Charley Inc. Robinson</b>	<b>Softchoice Corp. Chicago, IL</b>	<b>Software Spectrum Garland, TX</b>
Microsoft Office 2000 Professional Select Agreement SKU: 269-03653 VL-Z—full product	Per unit 100-500 501-1,000 1,001 or more	5-89 60.00 90-179 57.75 180-899 57.00 900+ 56.25	44.97 44.97 44.97	44.20 44.20 44.20 44.20
Microsoft Office 2000 Professional Upgrade from version 97 Select Agreement SKU: 269-03654 VL-Z—upgrade	Per unit 100-500 501-1,000 1,001 or more	5-89 46.00 90-179 45.00 180-899 44.50 900+ 44.25	35.64 35.64 35.64	35.00 35.00 35.00 35.00
Microsoft Office 2000 Professional (Media – Compact Disk) SKU: 269-02197—media	Per unit 100-500 501-1,000 1,001 or more	15.00 15.00 15.00 15.00	12.95 12.95 12.95	14.95 14.95 14.95
Norton Antivirus Enterprise Solution Site Version 4.0 Trade-Up SKU: 07-97-04169	1,001 or more	17.50	12.78	13.50
Norton Antivirus Enterprise Solution Version 4.0 (Media – Compact Disk)	1,001 or more	18.00	16.86	19.00

**SOFTWARE SPECIFICATIONS**

<u>Software</u>	<u>Per Unit</u>	<u>100-500 Units</u>	<u>501-1000 Units</u>	<u>1001 or More Units</u>
Microsoft Office 2000 Professional Select Agreement SKU: 269-03653 VL-Z--full product	_____	_____	_____	_____
Microsoft Office 2000 Professional Upgrade from version 97 Select Agreement SKU: 269-03654 VL-Z--upgrade	_____	_____	_____	_____
Microsoft Office 2000 Professional (Media – Compact Disk) SKU: 269-02197--media	_____	_____	_____	_____
Norton Antivirus Enterprise Solution Site Version 4.0 Trade-Up SKU: 07-97-04169				_____
Norton Antivirus Enterprise Solution Version 4.0 (Media – Compact Disk)				_____

ALL FREIGHT AND DELIVERY CHARGES ARE INCLUDED IN BID. YOUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

Signature \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

NOTE: Please submit bid in duplicate.

TO: Board of Trustees  
FROM: Bid Committee  
SUBJECT: Bid Recommendation - Widen & Resurface Service Road at  
Olney Central College  
DATE: July 19, 2000

The following bid recommendation is based upon the only responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

Marion Poggas, Garrison Jones Architects recommends accepting the only bid received from Kieffer Bros. Construction Co., Inc. for a total base bid of \$43,400.00 for the above reference project.

Respectfully submitted,

Nancy Allard  
Dr. Hans Andrews  
Marion Poggas  
Harry Hillis, Jr  
Bob Story

### **Scope of Work**

The existing service roadway will be widened from approximately 18 feet to 24 feet. The existing curb along the east side of the roadway will be removed and the existing asphalt surfacing material will be tilled and compacted. New base for the additional six feet of width will be installed, and a new 3" asphalt overlay will be installed. A new curb and gutter will be installed along the east side of the new roadway. Disturbed areas will be regraded and seeded.

Source of Funds: Local Funds (Parking & Maintenance Fees)

Department: OCC Maintenance

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

IMAGE ARCHITECTS INC.

**RESURFACE SERVICE ROAD**  
OLNEY CENTRAL COLLEGE  
OLNEY, IL

BID TABULATION

Thursday, July 13, 2000 @ 2:00 pm

DIVISION I – GENERAL WORK

Bidder	Bid Security	Base Bid
Kieffer Bros. Construction Co., Inc. Mt. Carmel, IL	5% Bid Bond	\$43,400.00
Geiger Construction, Inc. Olney, IL		NO BID

TO: Board of Trustees  
FROM: Bid Committee  
SUBJECT: Bid Recommendation – 15 Passenger Van  
DATE: July 19, 2000

When purchasing used vans we accept bids later than normal. We will e-mail you this bid recommendation on July 21, 2000.

Respectfully submitted,

Nancy Allard  
Harry Hillis, Jr.  
Pam Madden

Source of Funds: International

Department: International

Rationale for Purchase: To transport International Students.

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

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**15 PASSENGER VAN SPECIFICATIONS:**

(1) 15 Passenger Van, 1999 or Newer, 20,000 or Less Miles  
(in-stock) meeting the following specifications:

- AM-FM Radio
- Vinyl Flooring
- Vinyl Seats
- Rear Heat/Air
- Power Steering/Power Brakes
- 4 Speed Automatic Transmission w/Overdrive
- Double Doors on Passenger Side
- Full Swing out Door in Rear
- White Preferred Color
- Gray Interior if available
- Running Boards

NOTE: Following Board approval, bid will be awarded on **July 26, 2000**.

All freight, delivery, license and title charges are included in bid.

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_

COLOR \_\_\_\_\_ MILEAGE \_\_\_\_\_

TOTAL BID \_\_\_\_\_

SIGNATURE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE \_\_\_\_\_

Note: Please submit bid in **duplicate**.

**Agenda Item #10**

**District Finance**

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





**ILLINOIS EASTERN COMMUNITY COLLEGES**

**DISTRICT 529**

**TREASURER'S REPORT June 30, 2000**

<b><u>FUND</u></b>	<b><u>BALANCE</u></b>
<b>Educational</b>	<b>\$1,709,152.03</b>
<b>Operations &amp; Maintenance</b>	<b>\$307,190.05</b>
<b>Operations &amp; Maintenance (Restricted)</b>	<b>\$312,753.14</b>
<b>Bond &amp; Interest</b>	<b>\$0.00</b>
<b>Auxiliary</b>	<b>\$314,463.86</b>
<b>Restricted Purposes</b>	<b>(\$18,408.79)</b>
<b>Working Cash</b>	<b>\$0.00</b>
<b>Trust &amp; Agency</b>	<b>\$125,496.01</b>
<b>Audit</b>	<b>\$3,188.45</b>
<b>Liability, Protection &amp; Settlement</b>	<b>\$149,816.87</b>
<b>TOTAL ALL FUNDS</b>	<b><u>\$2,903,651.62</u></b>

**Respectfully submitted,**

**Marilyn Grove, Treasurer**

**LIST OF INVESTMENTS**  
**June, 2000**

<b>Date Purchased</b>	<b>Maturity Date</b>	<b>Rate of Interest</b>	<b>Bank</b>	<b>Cost</b>	<b>Value</b>	<b>Interest to be Earned</b>
<b>Education Fund</b>						
2/22/00	7/22/00	6.03	First National Bank in Olney (CD)	1,500,000	1,537,688	37,688
*4/4/00	4/4/01	6.50	Citizens National Bank of Albion (CD)	100,000	106,500	6,500
*4/4/00	4/4/01	6.50	First National Bank of Allendale (CD)	100,000	106,500	6,500
6/20/00	10/20/00	6.82	Community Bank & Trust (CD)	400,000	409,093	9,093
<b>Operations &amp; Maintenance Fund</b>						
<b>Operations &amp; Maintenance Fund (Rest)</b>						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	500,000	531,300	31,300
6/20/00	2/20/01	6.92	Community Bank & Trust (CD)	800,000	836,907	36,907
<b>Auxiliary Fund</b>						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	300,000	318,780	18,780
6/20/00	12/20/00	6.88	Community Bank & Trust (CD)	150,000	155,160	5,160
<b>Restricted Purposes</b>						
<b>Working Cash Fund</b>						
10/20/99	4/20/01	5.95	Citizens National Bank of Albion (CD)	675,000	735,244	60,244
6/20/00	12/20/01	6.94	Community Bank & Trust (CD)	1,515,000	1,672,712	157,712
<b>Trust &amp; Agency Fund</b>						
5/11/00	5/11/01	6.63	Old National Bank (CD)	125,000	133,288	8,288
<b>Liability &amp; Protection Fund</b>						
2/22/00	8/22/00	6.75	Heritage National Bank (CD)	100,000	103,375	3,375
6/20/00	12/20/00	6.88	Community Bank & Trust	150,000	155,160	5,160

\*Community Development Investments

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

GENERAL FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	2,407,000.00	2,366,473.41	-40,526.59	-1.684
STATE GOVT SOURCES	11,982,378.00	12,082,943.11	100,565.11	.839
STUDENT TUITION & FEES	4,606,000.00	7,785,314.20	3,179,314.20	69.025
SALES & SERVICE FEES	.00	.00	.00	.000
FACILITIES REVENUE	40,000.00	22,830.50	-17,169.50	-42.924
INVESTMENT REVENUE	50,000.00	160,769.39	110,769.39	221.539
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	.00	.00	.000
OTHER REVENUES	100,000.00	224,438.17	124,438.17	124.438
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	19,185,378.00	22,642,768.78	3,457,390.78	18.021
EXPENDITURES:				
INSTRUCTION	8,567,605.39	8,287,340.52	-280,264.87	-3.271
ACADEMIC SUPPORT	558,537.73	533,140.81	-25,396.92	-4.547
STUDENT SERVICES	970,367.61	950,470.20	-19,897.41	-2.051
PUBLIC SERV/CONT ED	65,539.00	66,276.49	737.49	1.125
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,543,768.76	2,264,232.25	-279,536.51	-10.989
INSTITUTIONAL SUPPORT	4,241,497.51	3,482,155.49	-759,342.02	-17.903
SCH/STUDENT GRNT/WAIVERS	1,827,000.00	3,122,555.07	1,295,555.07	70.912
	-----	-----	-----	-----
TOTAL EXPENDITURES:	18,774,316.00	18,706,170.83	-68,145.17	-.363
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	576,890.00	596,303.09	19,413.09	3.365
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	576,890.00	596,303.09	19,413.09	3.365
NET INCREASE/DECREASE IN NET ASSETS	-165,828.00	3,340,294.86	3,506,122.86	#####

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

OBM RESTRICTED

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	1,867,178.00	67,178.00	-1,800,000.00	-96.402
INVESTMENT REVENUE	.00	69,585.33	69,585.33	#####
OTHER REVENUES	.00	10,963.70	10,963.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,867,178.00	147,727.03	-1,719,450.97	-92.088
EXPENDITURES:				
OPER & MAINT PLANT	1,493,254.00	137,322.29	-1,355,931.71	-90.804
INSTITUTIONAL SUPPORT	2,208,133.00	234,936.28	-1,973,196.72	-89.360
	-----	-----	-----	-----
TOTAL EXPENDITURES:	3,701,387.00	372,258.57	-3,329,128.43	-89.943
NET INCREASE/DECREASE IN NET ASSETS	-1,834,209.00	-224,531.54	1,609,677.46	87.759

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

BOND AND INTEREST

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,330,085.00	1,317,276.30	-12,808.70	-.963
INVESTMENT REVENUE	.00	2,364.49	2,364.49	#####
OTHER REVENUES	.00	4,848.86	4,848.86	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,330,085.00	1,324,489.65	-5,595.35	-.421
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,309,776.00	1,284,990.25	-24,785.75	-1.892
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,309,776.00	1,284,990.25	-24,785.75	-1.892
NET INCREASE/DECREASE IN NET ASSETS	20,309.00	39,499.40	19,190.40	94.492

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

AUXILIARY FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STUDENT TUITION & FEES	760,175.00	285,943.57	-474,231.43	-62.385
SALES & SERVICE FEES	2,528,733.00	2,092,545.91	-436,187.09	-17.249
FACILITIES REVENUE	1,800.00	837.00	-963.00	-53.500
INVESTMENT REVENUE	.00	41,828.51	41,828.51	#####
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	12,000.00	12,000.00	#####
OTHER REVENUES	721,021.00	-48,474.28	-769,495.28	#####
	-----	-----	-----	-----
TOTAL REVENUES:	4,011,729.00	2,384,680.71	-1,627,048.29	-40.557
 AUXILIARY ENTERPRISES:				
SALARIES	1,141,164.35	931,574.49	-209,589.86	-18.366
EMPLOYEE BENEFITS	67,590.00	52,850.55	-14,739.45	-21.807
CONTRACTUAL SERVICES	291,478.50	190,808.78	-100,669.72	-34.538
GEN. MATERIAL & SUPPLIES	2,843,566.70	1,663,888.95	-1,179,677.75	-41.486
CONF/TRAVEL MEETING EXPENSE	236,012.00	143,681.86	-92,330.14	-39.121
FIXED CHARGES	38,700.00	17,573.98	-21,126.02	-54.589
UTILITIES	25,543.45	11,413.77	-14,129.68	-55.316
CAPITAL OUTLAY	388,210.00	97,558.74	-290,651.26	-74.870
INTERFUND TRANSFERS	716,890.00	-716,890.00	-1,433,780.00	#####
OTHER EXPENDITURES	352,507.00	129,015.62	-223,491.38	-63.401
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	6,101,662.00	2,521,476.74	-3,580,185.26	-58.676
 NET INCREASE/DECREASE IN NET ASSETS	-2,089,933.00	-136,796.03	1,953,136.97	93.455

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

WORKING CASH

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	140,000.00	120,586.91	-19,413.09	-13.866
	-----	-----	-----	-----
TOTAL REVENUES:	140,000.00	120,586.91	-19,413.09	-13.866
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-140,000.00	120,586.91	260,586.91	#####
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-140,000.00	120,586.91	260,586.91	#####
NET INCREASE/DECREASE IN NET ASSETS	280,000.00	.00	-280,000.00	-100.000



ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	40,000.00	37,285.88	-2,714.12	-6.785
INVESTMENT REVENUE	.00	823.11	823.11	#####
	-----	-----	-----	-----
TOTAL REVENUES:	40,000.00	38,108.99	-1,891.01	-4.728
EXPENDITURES:				
INSTITUTIONAL SUPPORT	21,000.00	32,396.29	11,396.29	54.268
	-----	-----	-----	-----
TOTAL EXPENDITURES:	21,000.00	32,396.29	11,396.29	54.268
NET INCREASE/DECREASE IN NET ASSETS	19,000.00	5,712.70	-13,287.30	-69.933

ILLINOIS EASTERN COMMUNITY COL  
Statement of Rev,Exp,Other  
Revenues, Expenditures, Other Changes  
AS OF 30-JUN-2000  
Percentage of time remaining through the Budget: .000

LPS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	450,000.00	446,346.09	-3,653.91	-.812
INVESTMENT REVENUE	.00	13,762.13	13,762.13	#####
OTHER REVENUES	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	450,000.00	460,108.22	10,108.22	2.246
 EXPENDITURES:				
OPER & MAINT PLANT	.00	5.22	5.22	#####
INSTITUTIONAL SUPPORT	613,546.00	224,043.86	-389,502.14	-63.484
	-----	-----	-----	-----
TOTAL EXPENDITURES:	613,546.00	224,049.08	-389,496.92	-63.483
 NET INCREASE/DECREASE IN NET ASSETS	 -163,546.00	 236,059.14	 399,605.14	 #####



ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999 )  
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2000	Prior Year 1999
<b>ASSETS and OTHER DEBITS:</b>		
<b>ASSETS:</b>		
CASH	2,463,692	2,060,724
CASH IN BANK		
IMPREST FUND	1,000	1,100
CHECK CLEARING	2,000	2,000
INVESTMENTS	3,650,000	2,652,000
RECEIVABLES	6,350,307	6,501,872
INTERFUND RECEIVABLES	627	15,340
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>12,467,625</b>	<b>11,233,036</b>
 <b>Liabilities, equity and other credits</b>		
<b>LIABILITIES:</b>		
PAYROLL DEDUCTIONS PAYABLE	8,533	59,516
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-27,118	395,738
ACCRUED EXPENSE		520,857
INTERFUND PAYABLES	627	627
DEFERRED REVENUE	4,326,491	5,668,745
OTHER LIABILITIES	342,117	14,713
<b>TOTAL LIABILITIES:</b>	<b>4,650,650</b>	<b>6,684,982</b>
 <b>EQUITY AND OTHER CREDITS:</b>		
<b>Fund Balances:</b>		
FUND BALANCE	7,054,291	4,123,306
RESERVE FOR ENCUMBRANCES	762,685	424,749
<b>TOTAL EQUITY AND OTHER CREDITS:</b>	<b>7,816,976</b>	<b>4,548,054</b>
 <b>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</b>	 <b>12,467,625</b>	 <b>11,233,036</b>
	=====	=====

ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999 )  
 (amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	314,464	393,819
CASH IN BANK		
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	450,000	400,000
RECEIVABLES	71,254	182,403
INTERFUND RECEIVABLES		
INVENTORY	371,248	371,248
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>1,227,466</b>	<b>1,367,970</b>
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	-5,550	19,760
ACCRUED EXPENSE		16,059
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
<b>TOTAL LIABILITIES:</b>	<b>-5,550</b>	<b>35,819</b>
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	896,704
PR YR BDGTD CHANGE TO FUND	-100,746	435,447
BALANCE		
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
<b>TOTAL EQUITY AND OTHER CREDITS:</b>	<b>1,233,016</b>	<b>1,332,151</b>
<b>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</b>	<b>1,227,466</b>	<b>1,367,970</b>
=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999 )  
 (amounts expressed in dollars)

Fiduciary Fund Types

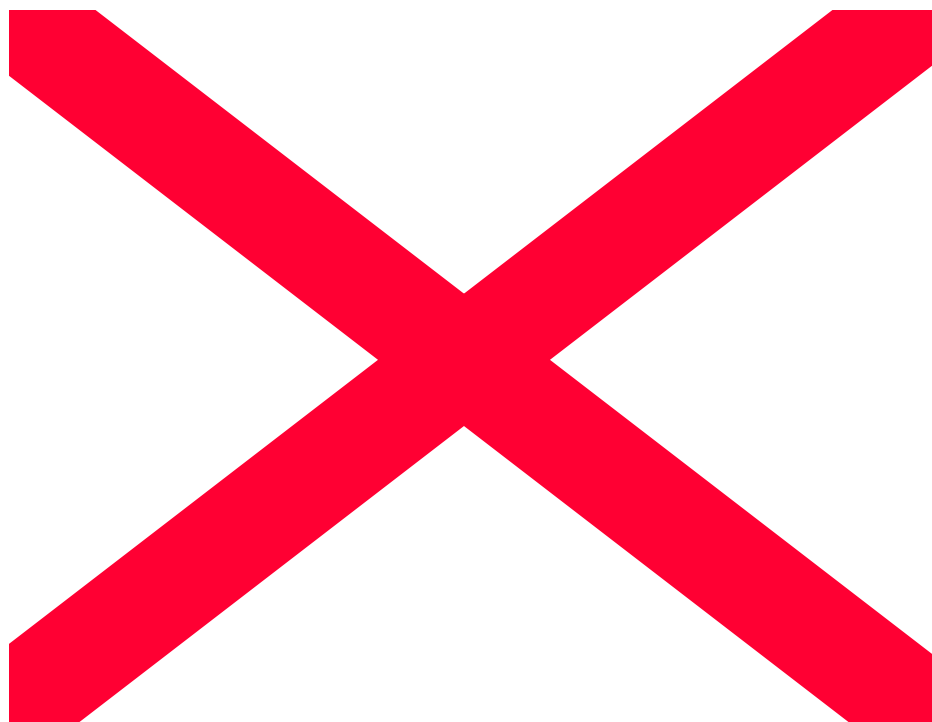
	WORKING CASH	TRUST AND AGENCY	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH		125,496	125,496	127,316
CASH IN BANK		--		
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,190,000	125,000	2,315,000	2,308,000
RECEIVABLES		2,847	2,847	3,021
INTERFUND RECEIVABLES		--		
INVENTORY		--		
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>2,190,000</b>	<b>253,343</b>	<b>2,443,343</b>	<b>2,438,337</b>
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
CURRENT OBLIGATIONS PAYABLE		--		
ACCOUNTS PAYABLE		514	514	2,223
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
<b>TOTAL LIABILITIES:</b>		<b>140,464</b>	<b>140,464</b>	<b>142,173</b>
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTED CHANGE TO FUND		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,190,000	97,571	2,287,571	2,293,339
RESERVE FOR ENCUMBRANCES		15,308	15,308	2,825
<b>TOTAL EQUITY AND OTHER CREDITS:</b>	<b>2,190,000</b>	<b>112,879</b>	<b>2,302,879</b>	<b>2,296,164</b>
<b>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</b>	<b>2,190,000</b>	<b>253,343</b>	<b>2,443,343</b>	<b>2,438,337</b>
	=====	=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL  
 Combined Balance Sheet--All Fund Types and Account Groups  
 June 30, 2000  
 (With comparative totals for July 01, 1999 )  
 (amounts expressed in dollars)

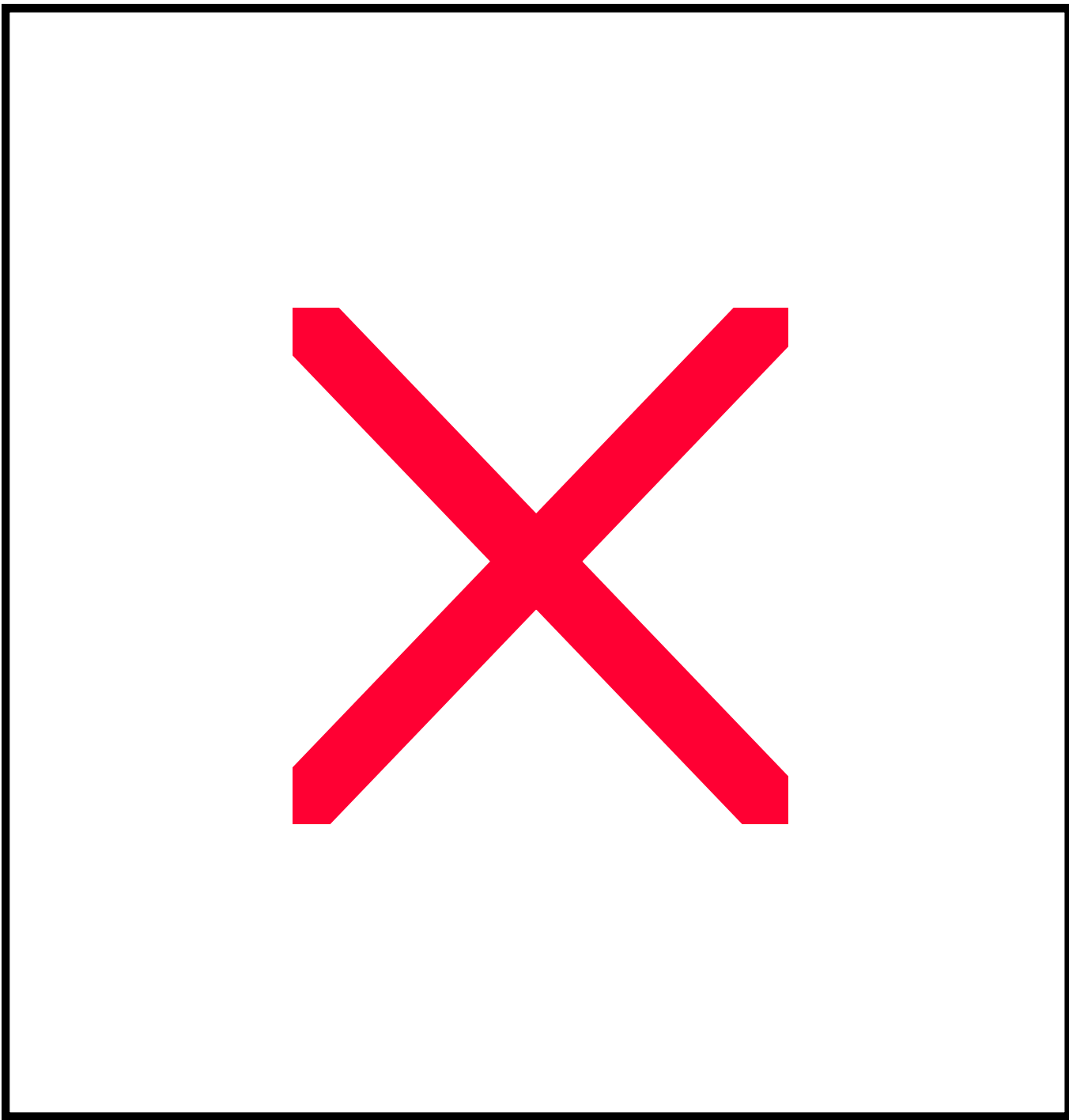
Memorandum Only

	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	2,903,652	2,581,859
CASH IN BANK		
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	6,415,000	5,360,000
RECEIVABLES	6,424,407	6,687,296
INTERFUND RECEIVABLES	627	15,340
INVENTORY	371,248	371,248
	16,138,434	15,039,343
TOTAL ASSETS AND OTHER DEBITS:		
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	8,533	59,516
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-32,155	417,721
ACCRUED EXPENSE		536,916
INTERFUND PAYABLES	140,577	140,577
DEFERRED REVENUE	4,326,491	5,668,745
OTHER LIABILITIES	342,117	14,713
	4,785,563	6,862,974
TOTAL LIABILITIES:		
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	896,704
PR YR BDGTD CHANGE TO FUND	-100,746	435,447
BALANCE		
Fund Balances:		
FUND BALANCE	9,341,862	6,416,644
RESERVE FOR ENCUMBRANCES	777,993	427,574
	11,352,871	8,176,369
TOTAL EQUITY AND OTHER CREDITS:		
	16,138,434	15,039,343
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	16,138,434	15,039,343

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**Agenda Item #11**

**Chief Executive Officer's Report**

**Agenda Item #12**

**Executive Session**

**Agenda Item #13**

**Approval of Executive Session Minutes**

**Agenda Item #14**

**Approval of Personnel Report**

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Terry Bruce  
**DATE:** July 18, 2000  
**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. The resignation letter and external report will be mailed with the employment packets.

mk

Attachment



# **PERSONNEL REPORT**

## **INDEX**

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Administrative Special Assignment**
- 400.4. FY00-01 Special Assignments**
- 400.5. Robinson Correctional Center  
FY2001 Contracts**
- 400.6. Request for Approval of Non-College Employment**
- 400.7. Resignation**

## PERSONNEL REPORT

### 400.1. Employment of Personnel

#### A. Classified

1. Michael Lowe: Initial full-time employment as Computer Technician for Olney Central College. Amount: Based upon \$21,500 per fiscal year. Effective: July 26, 2000.  
Code: 65044O-5044O-1201-109
2. Jacqueline O'Dell: Initial full-time employment as Network/Web Technician at the District Office. Amount: Based upon \$24,000 per fiscal year. Effective: July 26, 2000. The position is contingent upon continued grant funding.  
Code: 65044D-5044D-1201-109
2. Wanda "Laurie" Rist: Initial full-time employment as Office Assistant for the Director of Business and Industry Training at the District Office. Amount: Based upon \$15,028 per fiscal year. Effective: July 26, 2000. The position is contingent upon continued grant funding.  
Code: 65083D-5083D-402-1601

#### B. Professional/Non-Faculty

1. Kristina Zane: Initial full-time employment as Career Advisor for Lincoln Trail College. Amount: Based upon \$21,000 per fiscal year. Effective: August 14, 2000.  
Code: 011-3020L-1201-302 \$13,000  
65162L-5162L-1201-304 \$8,000

#### C. Faculty

1. John Day: Initial full-time employment as Psychology Instructor. Amount: Based upon \$40,309 per academic year. Effective: August 16, 2000.  
Code: 013-4201W-1301-101
2. Joyce Rusk: Initial full-time employment as Office Careers Instructor. Amount: Based upon \$37,846 per academic year. Effective: August 16, 2000.  
Code: 012-5299O-1301-102 (50%)  
012-5204O-1301-102 (50%)
3. Clint Weisgerber: Initial full-time employment as Manufacturing Technology Instructor. Amount: Based upon \$27,000 per academic year. Effective: August 16, 2000.  
Code: 013-1506W-1301-103

### 400.2. Change in Status

#### A. Professional/Non-Faculty

1. Kathy Swinson, Caseworker, Dislocated Worker Program to Director, Welfare to Work Program at the District Office. Amount: Based upon \$27,563 per fiscal year. Effective: July 26, 2000. The position is contingent upon continued grant funding.  
Code: 65275-5275D-308-1201

### 400.3. Administrative Special Assignments

#### A. Administrative

1. Bob Boyles, additional duties as Interim Administrator for Frontier Community College. Amount: Based upon \$750 per month. Effective: July 1, 2000.  
Code: 014-8107F-1201-801
2. Jerry Hefley, additional duties as Interim Administrator for Frontier Community College. Amount: Based upon \$750 per month. Effective: July 1, 2000.  
Code: 014-8082F-1201-108

### 400.4. FY 2000-01 Special Assignments

<b>Olney Central College – Academic</b>			<b>Recommended</b>
			<b><u>2000-01</u></b>
1.	Joyce Rusk	Lead Inst, Sec & Med Ofc Occup	\$450

### 400.5. Robinson Correctional Center FY2000-01 Contracts

		<b>Recommended</b>	<b>FY2000-01</b>
		<b><u>% Increase</u></b>	<b><u>Wages</u></b>
A.	Administrative		
1.	Glen Donaldson, Associate Dean	3.55% =	\$48,681
B.	Professional/Non-Faculty		
1.	Aimee Arthur, Youthful Offender Counselor	4% =	\$29,796
C.	Classified		
1.	Kay Conour, Office Assistant	4% =	\$24,631
D.	Faculty		
1.	Larry Conour, Computer Tech	4% =	\$28,814
2.	Alice Holtzhouser, Business Management	4% =	\$34,116
3.	Harvey Ricker, Commercial Custodial Services	4% =	\$31,023
4.	Paul Stouse, Horticulture	4% =	\$34,655

### 400.6. Request for Proposed Non-College Employment (external report)

### 400.7. Resignation

#### A. Faculty

1. Jeanne Holdren, Nursing Instructor, effective August 15, 2000.

**Agenda Item #15**

**Collective Bargaining**

**Agenda Item #16**

**Litigation**

**Agenda Item #17**

**Acquisition & Disposition of Property**

**Agenda Item #18**

**Other Items**

**Agenda Item #19**

**Adjournment**



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