

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

July 17, 2001



Location:

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

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

**Illinois Eastern Community Colleges
Board Agenda**

**July 17, 2001
7:00 p.m.
Olney Central College**

1. Call to Order & Roll Call Chairman Lane
2. Disposition of Minutes CEO Bruce
3. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECCEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
 - Coal Mining Technology/Telecom
6. Policy First Reading (and Possible Approval) Bruce
 - A. Revision of Campus Safety Policy
7. Policy Second Reading
 - A. Filling Board Vacancy
8. Staff Recommendations for Approval
 - A. 2000-2001 Accountability/Program Review Report..... Cantwell
 - B. 2001 Institutional Priorities Results Report..... Cantwell
 - C. Safe Deposit Box Bruce
 - D. OCC Cosmetology Lease Bruce
 - E. Request for Tax Exempt Status Bruce
9. Bid Committee Report..... Bruce
 - Illinois Eastern Community Colleges
 - 1.Computers – Desktops & Laptops..... Bruce
 2. Video/Data Projectors Bruce
10. District Finance
 - A. Financial Report Bruce
 - B. Approval of Financial Obligations Bruce
11. Chief Executive Officer’s Report..... Bruce
12. Executive Session..... Bruce

13. Approval of Executive Session Minutes Bruce
- 13A. Semi-Annual Review of Executive Session Minutes Bruce
14. Approval of Personnel Report Bruce
15. Collective Bargaining Bruce
16. Litigation Bruce
17. Acquisition and Disposition of Property Bruce
18. Other Items
19. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of 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 19, 2001.

AGENDA #1 – “Call to Order & Roll Call” – In the absence of Mr. James W. Lane, Jr., Chairman, Ms. Karen Marie Jameson, Vice-Chairman, called the meeting to order at 7:00 p.m. Ms. Jameson chaired the meeting.

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

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Miss Marilyn J. Wolfe. Also present was Mr. Blake Smith, student trustee. Trustees absent at roll call: Mr. James W. Lane, Jr., Mr. Larry Rost. 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.
Dr. John Arabatgis, President of Lincoln Trail College.
Dr. Harry Benson, President of Wabash Valley College.
Dr. Michael Dreith, President of Frontier Community College.
Mr. George Woods, Dean of Community Development & Workforce Education.
Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.
Ms. Pamela Schwartz, Associate Dean of Institutional Development.
Ms. Kathleen Vespa, Associate Dean of Education to Careers Program.
Mrs. Marty Novak, Director of Personnel.
Mr. Alex Cline, Director of Information & Communications Technology
Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, Tuesday, May 15, 2001, were presented for approval.

Board Action: Mrs. Kessler made a motion to approve the foregoing open meeting minutes as prepared. Dr. Fischer 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.

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: Dr. Fischer reported on attendance at the recent national meeting of Association of Community College Trustees, held in conjunction with the annual meeting of Illinois Community College Trustees Association in Chicago.

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

#5-C. Report from Cabinet:

(1) CMT/Telecom: Mr. Woods presented an informational report on Coal Mining Technology/Telecom.

(2) Special Presentation: Mr. Paul Stouse presented an informational report on LTC's Horticulture Program at Robinson Correctional Center.

(3) Special Presentation: Mr. Glen Donaldson presented a report on the positive impact of Department of Corrections educational programs.

(4) Special Presentation: Mr. Bruce presented a bouquet of flowers to Ms. Karen Marie Jameson, in recognition of her graduation on May 19, 2001, with a Bachelors Degree from Greenville College.

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

AGENDA #7 – “Policy Second Readings” –

#7-A. Policy for Filling Board Vacancy: Without objection, the Chair directed that the action on the proposed policy for filling a board vacancy be delayed until the July regular meeting.

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

#8-A. Prevailing Rate of Wages: The CEO recommended adoption of “An Ordinance of the Board of Trustees of Illinois Eastern Community Colleges Ascertainng 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, 2001. 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: Dr. Fischer made a motion to adopt the foregoing ordinance and the attached prevailing rates of wages as recommended. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Working Cash Fund: The CEO recommended adoption of the following resolution authorizing the Treasurer to permanently transfer approximately \$148,424 Working Cash Fund interest to the General Fund on or before June 30, 2001.

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, 2001.

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 \$148,424 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2001.

Board Action: Dr. Fischer made a motion to adopt the foregoing Working Cash Fund resolution as recommended. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. FY 2001-2002 Budget Resolution: The CEO recommended adoption of the following resolution establishing budget requirements for fiscal year 2001-2002.

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 2001-2002 fiscal year:

1. Date of Fiscal Year: July 1, 2001 - June 30, 2002.
2. Publication of Notice of Public Hearing on Budget: On or before July 13, 2001.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after July 13, 2001.
4. Mailing Tentative Budget to Board of Trustees: July 13, 2001.
5. Public Hearing on Budget: August 21, 2001 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 21, 2001 following the Public Hearing.

Board Action: Mrs. Kessler made a motion to adopt the foregoing Budget 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, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. 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 Building & Maintenance Fund resolution as recommended. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Inter-Fund Loans Resolution: The CEO recommended adoption of the following resolution authorizing inter-fund loans during fiscal year 2001-2002.

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for fiscal year 2001-2002, 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 2001-2002, and to make the necessary transfers therefore.

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

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

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. Building Lease Agreements: The CEO recommended approval of the following amendments to lease agreements, as follows:

1. IECC Dislocated Worker's Lease - amendment to lease for the Dislocated Workers office space located at 214 E. Main, Olney, increases the monthly rent from \$900 to \$1000 beginning July 1, 2001 and ending June 30, 2002.

2. IECC/ CMS IDES Sublease - agreement with Central Management Services for IL Dept. of Employment Security, located at 216 E. Main, Olney, extends the lease through June 30, 2002, monthly rent remains the same at \$472.

3. IECC/Lakeland College Sublease - amendment to sublease with Lakeland College Dislocated Workers Center for property located at 216 E. Main, Olney, extends lease through June 30, 2002, monthly rent remains the same at \$672.

4. IECC/CEFS Sublease - amendment to sublease with CEFS Economic Opportunity Corporation for property located at 216 E. Main in Olney, extends lease through June 30, 2002, monthly rent remains the same at \$175.

(Note: By consensus, action on the proposed lease agreement for the Cosmetology Program was deferred until next regular meeting.)

Board Action: Dr. Fischer made a motion to approve the foregoing building lease agreements as recommended. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G. Nursing Affiliation Agreement with The Women's Hospital of Newburgh, IN: The CEO recommended approval of The Women's Hospital of Newburgh Nursing Affiliation Agreement. The Women's Hospital of Newburgh, IN is owned by Deaconess Hospital, Evansville, IN. A contract is required with the new facility. Under the agreement, IECC makes use of the agency's facilities for clinical nursing laboratory practice by students of the Nursing Program.

Board Action: Dr. Fischer made a motion to approve the Nursing Affiliation Agreement with The Women's Hospital of Newburgh, IN as recommended. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. Nursing Affiliation Agreement with The Princeton Waters: The CEO recommended approval of the Princeton Waters Nursing Affiliation Agreement, Princeton, IN. This facility was formerly Forest Del Health Rehab Center. Under the agreement, IECC makes use of the agency's facilities for clinical nursing laboratory practice by students of the Nursing Program.

Board Action: Mrs. Kessler made a motion to approve the Nursing Affiliation Agreement with The Princeton Waters as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-I. Group Medical, Dental & Life Insurance Proposals: The CEO recommended approval of the Unicare Proposal for providing health, dental and life insurance benefits. Monthly premiums will be as follows:

Medical: Single \$258.01; Employee+Spouse \$555.93; Employee+Children \$411.38; Family \$751.18.

Dental: Single \$21.45; Employee+Spouse \$43.82; Employee+Children \$55.37; Family \$77.38.

Voluntary life insurance coverage.

Board Action on Group Insurance Proposals: Mrs. Culver made a motion to accept the proposal of Unicare for providing group medical, dental and life insurance benefits as recommended. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

Board Action on Section 125 FSAs: The CEO recommended extending IECC's existing Section 125 Flex Plan to include Flexible Spending Accounts. Unicare has provided a proposal for administration of a Flexible Spending Account Program, with annual set up fee of \$2,500 (\$1,800 renewal) and monthly fee per participant of \$5.80.

Mrs. Kessler made a motion to accept the Unicare FSA proposal as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-J. Technology Plan: The CEO recommended approval of IECC's five year Technology Plan. The plan serves as a review of existing technologies. It also outlines current and future technological needs for improvement of the district's administrative and instructional technologies. Goal of the plan is to improve technology services for faculty, staff and students, within a projected budget.

Board Action: Dr. Fischer made a motion to approve the five year Technology Plan as recommended. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-K. FY2003 RAMP Capital Requests: The CEO recommended approval of the Resource Allocation and Management Plan for Illinois Eastern Community Colleges for FY2003, which includes five capital project requests from FCC, LTC, OCC and WVC, as follows:

Lincoln Trail College
Project Name: Center for Technology
District Priority No.: 1 of 5
Total Building Budget: \$6,674,410

Olney Central College
Project Name: Applied Technology Center
District Priority No.: 2 of 5
Total Building Budget: \$1,785,569

Wabash Valley College
Project Name: Technology/Student Support Expansion to Main Hall
District Priority No.: 3a of 5
Total Building Budget: \$4,815,882

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

Frontier Community College
Project Name: Technology Center
District Priority No.: 4 of 5
Total Building Budget: \$2,630,960

Lincoln Trail College
Project Name: Scene Shop/Addition to the Theater
District Priority No.: 5 of 5
Total Building Budget: \$808,020

Board Action: Dr. Fischer made a motion to approve IECC's Resource Allocation and Management Plan for FY2003 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, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-L. IECC Self-Evaluation & Application for ICCB Recognition: The CEO recommended approval of IECC's Self-Evaluation and Application for continued recognition by the Illinois Community College Board. The self-evaluation outlines, in detail, the district's compliance with standards for accountability and the program review process, finance and facilities, instruction, workforce development, and technology/communications. The application for ICCB recognition is for fiscal years 2001 through 2005.

Board Action: Dr. Fischer made a motion to approve IECC's Self-Evaluation and Application for ICCB Recognition as recommended. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 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 recommended acceptance of proposals from the following vendors for janitorial equipment and supplies:

Janitorial Equipment: HP Products, Indianapolis, IN: Total \$3,884.58.

Janitorial Supplies: All-Type Vacuum, St. Louis, MO; Grainger, Indianapolis, IN; HP Products, Indianapolis, IN; Industrial Soap, St. Louis, MO; Lorenz Wholesale, Mattoon, IL; OK Vacuum, Valley Park, MO: Total \$3,492.21.

Janitorial Consumables: All-Type Vacuum, St. Louis, MO; E-Z Clean, Terre Haute, IN; HP Products, Indianapolis, IN; Industrial Soap, St. Louis, MO; Lorenz Wholesale, Mattoon, IL; Royal Wholesale, Mt. Vernon, IL: Total \$17,340.51.

Summary of Totals: Equipment \$3,884.58; Supplies \$3,492.21; Consumables \$17,340.51. Grand Total: \$24,717.30.

Source of Funds: Operations & Maintenance Fund. Department: Maintenance.

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

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. IECC – PHS Phase 6 Protection, Health & Safety Projects: Mr. Marion Poggas of *image architects inc*, has recommended acceptance of the following bids for Protection, Health & Safety Phase 6 projects, for general and HVAC work:

General Work: Kieffer Bros. Construction Co., Mt. Carmel, IL; Base Bid \$112,000.
HVAC Work: Swan Sheet Metal, Inc., Mt. Vernon, IL; Base Bid \$1,528,499.

Work consists of selective demolition, hollow metal doors & frames, metal clad casement windows, finish hardware, glass & glazing, gypsum drywall, painting, acoustical ceiling tile and rough carpentry; also heating, ventilating & air conditioning work. Source of Funds: Protection, Health & Safety funds.

Board Action: Dr. Fischer made a motion to approve the recommendation of the architect and accept bids as outlined for PHS Phase 6 projects. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

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

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$1,355,273.08, as of May 31, 2001. The reports were accepted.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of June, 2001, totaling \$1,014,546.58, 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, 2001, in the amounts listed, and payments from the revolving fund for the month of May, 2001. Dr Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 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. LTC Pool Project/Lighting Change Order.
2. Enrollment: Final Spring Up 1.5%; Initial Summer Up 10%.
3. Articulated High School Agriculture Program.
4. Connections Award of Distinction.
5. Small Business Development Network Center Funding.
6. Printing and Mailing Grades versus Electronic.
7. Articulation/Dual Credit Presentation.
8. Chinese Principals Visit.
9. High-Tech Worker Exodus.
10. OCC Tower.

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)(5) of the Open Meetings Act for setting of a price for purchase or lease of real property; 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. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver, Ms. Jameson. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 3 yea votes and 2 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 8:55 p.m.

#12-B. Closed Meeting Ended: Dr. Fischer made a motion to reconvene in open session. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 10:15 p.m.

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

AGENDA #13 – “Approval of Executive Session Minutes” – Mrs. Culver made a motion to approve, as prepared, minutes of a closed meeting held Tuesday, May 15, 2001, but that closed meeting minutes of that date remain closed and not be opened to public inspection at this time. Mr. Smith seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

Semi-Annual Review of Closed Meeting Minutes: During the closed meeting, the Board of Trustees conducted the semi-annual review of closed meeting minutes, as mandated by Section 2.06 of the Open Meetings Act.

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

400.1. Employment of Personnel

A. Faculty

1. Jeff Cutchin: Initial full-time employment as Computer Networking Instructor. Amount: Based upon \$30,041 per academic year. Effective: August 13, 2001.

2. Tamara Halterman: Initial full-time employment as Nursing Instructor. Amount: Based upon \$40,309 per academic year. Effective: August 13, 2001.

3. Michael McKern: Initial full-time employment as Industrial Maintenance Instructor. Amount: Based upon \$28,642 per academic year. Effective: August 13, 2001.

4. Ryan Roark: Initial full-time employment as Computer Networking Instructor. Amount: Based upon \$26,966 per academic year. Effective: August 13, 2001. Employment is contingent upon successfully completing Cisco I & II training.

5. Gary Spraggins: Initial full-time employment as Industrial Maintenance Instructor. Amount: Based upon \$30,041 per academic year. Effective: August 13, 2001.

6. Joe Wilson: Initial full-time employment as Chemistry Instructor. Amount: Based upon \$37,799 per academic year. Effective: August 13, 2001.

7. Nicole Zeller: Initial full-time employment as Nursing Instructor. Amount: Based upon \$31,686 per academic year. Effective: August 13, 2001. Employment is contingent upon receipt of transcripts.

B. Professional/Non-Faculty

1. Tony Hill: Initial full-time employment as Women’s Head Basketball/Softball Coach at Lincoln Trail College. Amount: Based upon \$32,500 per fiscal year. Effective: June 20, 2001.

2. Jill Winter: Initial full-time employment as District Student Recruiter Coordinator. Amount: Based upon \$23,500 per fiscal year. Effective: July 1, 2001.

C. Classified

1. Stacey Bradbury: Initial full-time employment as Computer Technician at Olney Central College. Amount: Based upon \$22,600 per fiscal year. Effective: June 21, 2001. Employment is contingent upon continued funding of a grant.

2. Terry Chapman: Initial full-time employment as Emergency Preparedness Technician at Frontier Community College. Amount: Based upon \$18,716 per fiscal year. Effective: July 2, 2001.

3. Vavette Sexton: Initial full-time employment as Administrative Assistant for the OCC/WVC Nursing Department at Wabash Valley College. Amount: Based upon \$17,775 per fiscal year. Effective: June 21, 2001.

400.2. Change in Status

A. Classified

1. Renee Smith: Change from Administrative Assistant to the President, FCC, wages \$31,409 per fiscal year, to Executive Assistant to the Chief Executive Officer, District Office, wages \$36,761 per fiscal year. Effective: June 21, 2001.

400.3. Temporary Reemployments

A. Lincoln Trail College/Learning Resource Center

1. Karen Coleman, Director of Learning Resource Center, effective July 1, 2001, through August 31, 2001.
2. Paul Lange, Audio/Visual Technician, effective July 1, 2001, through August 31, 2001.
3. Jo Wachtel, Office Assistant, effective July 1, 2001, through August 31, 2001.

400.4. Employment of Chief Financial Officer - See Personnel Report Addendum

400.5. President Contract Renewals

Extend President contracts of John Arabatgis and Harry Benson for one year.

400.6. Special Assignments for FY01-02

Frontier Community College

Academic

1. Jeff Cutchin, Lead Inst, Cisco Systems, \$450.
2. Kathy Doty, Lead Inst, Office Occupations, \$450.

Extra-Curricular

1. Kathy Doty, College Bowl Team Advisor, \$350.

Lincoln Trail College

Academic

1. Linda Branch, Lead Inst, Office Occup, \$550.
2. Lonnie Devin, Lead Inst, QIS, \$450.
3. Paul Jenkins, Lead Inst, ACR, \$450.
4. Jason Potts, Lead Inst, Drafting Tech, \$450.

Extra-Curricular

1. Lonnie Devin, Scholastic Bowl Coordinator, \$350.
2. TBD, 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. Johnie Harrell, Lead Inst, CRT Auto Service Tech, \$500.
2. Russ Jausel, Lead Inst, Industrial Maint Tech, \$550.
3. Art Miller, Lead Inst, Office Occup/Clerical, \$500.
4. Kristi Urfer, Lead Inst, Accounting, \$450.
5. Joyce Rusk, Lead Inst, Sec & Med Ofc Occup, \$450.
6. Ryan Roark, 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+12hrs rel time.
3. Sandra Burtron, Dept Head, Nursing/LTC, \$2,500+12hrs rel time.
4. Kathleen Nelson, 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.

Other

1. 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. Clint Weisgerber, Lead Inst, Manufacturing Tech, \$450.
4. Dan Edwards, Lead Inst, Radio/TV, \$450.
5. Bob Efland, 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, \$2,000.

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.
5. Greg Goldman, Sports Info Officer, \$2,000.

District Office

Academic

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

Extra-Curricular

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

400.7. Resignation

A. Faculty

1. Greta Skogseth, English Instructor, effective June 1, 2001.

400.8. Retirements

A. Faculty

1. John Arview, Workforce Education Instructor, effective August 1, 2001.
2. Darlene Gifford, Nursing Instructor, effective August 1, 2001.
3. Ken Paddick, English Instructor, effective August 1, 2001.

Personnel Report - Addendum

400.1. Employment of Personnel

A. Administrative

1. Roger Browning: Initial full-time employment as Chief Financial Officer at the District Office. Amount: Based upon \$77,500 per fiscal year. Effective: August 6, 2001.

400.2. Reemployment of Personnel

A. Faculty

1. Robert Manning: Reemployment as full-time Telecommunications Instructor. Amount: Based upon \$34,390 per academic year. Effective: August 13, 2001.

400.3. Temporary Appointment

A. Classified

1. Tara Farleigh, change to Interim Administrative Assistant to the President at Frontier Community College, \$19,000 per fiscal year, effective June 11, 2001.

400.4. Family & Medical Leave

A. Professional/Non-Faculty

1. LeAnn Hartleroad, Director of Upward Bound, family & medical leave from July 23 through July 31, 2001. The requested leave is unpaid.

Board Action to Amend Personnel Report: Mrs. Kessler made a motion to amend the Personnel Report as recommended to add the Addendum, 400.1, employment of Roger Browning; 400.2, reemployment of Robert Manning; 400.3, temporary appointment of Tara Farleigh; and 400.4, family & medical leave for LeAnn Hartleroad. Dr. Fischer 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.

Board Action to Approve Amended Personnel Report: Dr. Fischer made a motion to approve the amended Personnel Report as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mr. Lane, Mr. Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – "Collective Bargaining" – None.

AGENDA #16 – "Litigation" – None.

AGENDA #17 – "Acquisition & Disposition of Property" – None.

AGENDA #18 – "Other Items" –

#18-A. Authorization for Chairman to Sign Documents: Mrs. Kessler made a motion to authorize the Chairman, Mr. James W. Lane, Jr., to sign, on behalf of the Board of Trustees, all pertinent documents approved at this meeting, even though Mr. Lane was not present at the meeting. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say "Aye" and those opposed to say "No." The viva voce (by the voice) vote was taken. The Chair declared that the "Ayes" have it, the motion is adopted.

AGENDA #19 – “Adjournment” – Dr. Fischer made a motion to adjourn. 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. The Chair declared that the “Ayes” have it, the motion is adopted, and the meeting adjourned at 10:20 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Agenda Item #1

Call to Order & Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

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

Agenda Item #4

Public Comment

Agenda Item #5

Reports

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

Agenda Item #6

Policy First Reading (and Possible Approval)

Revision of Campus Safety Policy

MEMO

Date: July 11, 2001

To: Terry Bruce

From: Pamela Schwartz

RE: Board Policy 500.17

I am recommending the revision of Board Policy 500.17 – Campus Safety and Security Policy to include the following paragraph:

The possession and/or use of firearms, ammunition, fireworks, dangerous materials or combustible materials, except by law enforcement officials or used for approved course work, is strictly prohibited on campuses and in any Illinois Eastern Community Colleges building. Violators will be reported to local law enforcement agencies and face immediate expulsion or dismissal.

This addition will clarify any questions regarding action to be taken regarding weapons, or explosives brought onto campus grounds. The entire policy is attached for review.

Campus Safety and Security Policy (500.17)

Date Adopted: October 26, 1992

The Illinois Eastern Community Colleges Board of Trustees recognizes the importance of a college environment, which is safe and free of crime. Programs of crime prevention, college security procedures, and drug and alcohol abuse have been implemented to promote a crime free environment. Information regarding these programs are available from your college office of student services. The college environment includes all students, employees and other persons participating in Illinois Eastern classes, programs, services and other activities and events.

Illinois Eastern encourages all students and employees to report all on-campus **INCIDENTS** of murder, rape, robbery, aggravated assault, burglary, and motor vehicle theft, along with on-campus **ARRESTS** for liquor law violations, drug law violations, and weapons possessions to the President or his/her designee. In addition, students and employees are encouraged to report all other crimes considered to be a threat to students and employees so that Illinois Eastern can determine if preventive measures can be implemented to prevent recurrence of a particular crime. This includes classes being taught or events occurring at places other than immediate college property.

Illinois Eastern custodial/maintenance or other college personnel are responsible for the security, access, and maintenance of all college buildings and grounds. As such, custodial/maintenance or other college personnel will be present on campus during all times that classes are in session. Illinois Eastern administration monitors and evaluates campus safety on an ongoing basis.

The possession and/or use of firearms, ammunition, fireworks, dangerous materials or combustible materials, except by law enforcement officials or used for approved course work, is strictly prohibited on campuses and in any Illinois Eastern Community Colleges building. Violators will be reported to local law enforcement agencies and face immediate expulsion or dismissal. (PS 6-19-01)

The possession, use, and sale of alcoholic beverages or illegal drugs by anyone while participating in Illinois Eastern classes, programs, services and other activities and events is strictly prohibited. Violators will be reported to local law enforcement agencies.

Illinois Eastern will monitor and cooperate with law enforcement agencies in an effort to keep students and employees apprised of reported crimes and arrests of students and employees which occur in the community. Upon demand, Illinois Eastern will provide appropriate disciplinary information to victims of violent crimes. Campus crime statistics will be made available to all students, employees, and college community, as well as to student applicants and prospective employees. An annual report will be published each year and will be made available to both those in the college environment and the college community.

Agenda Item #7

Policy Second Reading

Filling Board Vacancy

Policy for Filling Board Vacancy

Members of Board of Trustees should timely notify the Chairman of any intention to resign from the Board. Within 10 days of such notification, the Chairman shall notify the other trustees and the CEO. If requested, the Chairman shall convene a special meeting of the Board to begin the process of filling the vacancy. Once the vacancy occurs, the remaining members shall fill the vacancy within 60 days, and the person so appointed shall serve until a successor is elected at the next regular election for Board members. If the vacancy occurs with less than four months remaining before the next scheduled Trustee election, and the term of office of the Board member vacating the position is not scheduled to expire at that election, then the term of the person so appointed shall extend through that election and until the succeeding Trustee election.

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

2000-2001 Accountability/Program Review Report

MEMORANDUM

TO: Terry Bruce
FROM: Chris Cantwell
DATE: July 10, 2001
SUBJECT: 2000-2001 Accountability/Program Review Report

I recommend the 2000-2001 Accountability/Program Review Report be presented to the Board of Trustees for approval in July. The Accountability/Program Review Report was approved by the Cabinet on July 12th, 2001, and is due on August 1, 2001, to the Illinois Community College Board.

The document has been sent under separate cover via e-mail because of it's length.

IECC's Accountability/Program Review Report contains the following sections:

- Part A: Instructional Program Review Summaries
- Part B: Action Summaries of Programmatic Improvements
- Part C: Occupational Program Reviews
- C-2.2 Performance-Based Incentive System – District-Based Goal

Thank you.

Agenda Item #8B

2001 Institutional Priorities Results Report

MEMORANDUM

TO: Terry Bruce
FROM: Chris Cantwell
DATE: July 10, 2001
SUBJECT: 2001 Results Report

I recommend the 2001 Results Report be presented to the Board of Trustees for approval in July. The 2001 Results Report was approved by the Cabinet on July 12, 2001, and is due on August 1, 2001, to the Illinois Community College Board.

Because of the length of the 2001 Results Report, it has been sent to you via e-mail under separate cover.

The 2001 Results Report describes how IECC's institutional priorities are aligned with and support the six goals of higher education introduced in *The Illinois Commitment*, which include economic growth, teaching and learning, affordability, access and diversity, high expectations and quality, and productivity and accountability.

Thank you.

Agenda Item #8C

Safety Deposit Box

MEMORANDUM

TO: Terry Bruce
FROM: Bonnie Chaplin
SUBJECT: Safe Deposit Box
DATE: July 10, 2001

Our current lock box #624 is too small for our computer system backup tapes. We need to replace box #624 with box #721. The annual cost will be \$60.00 instead of our current cost of \$36.00.

We are submitting to you the attached Corporate Authorization Resolution for your consideration and approval in July.

BC/cr

CORPORATE AUTHORIZATION RESOLUTION

By: Illinois Eastern Community Colleges
Community College District No. 529
233 East Chestnut Street
Olney, IL 62450

A. I, Harry Hillis, Jr., certify that I am Secretary Board of Trustees of the above named Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, a body politic and corporate organized under the laws of the State of Illinois, Federal I.D. Number 37-0906196, engaged in business under the name of Illinois Eastern Community Colleges, Community College District No. 529, and that the following is a correct copy of a resolution adopted by the said Board of Trustees duly and properly called on July 17, 2001. These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

B. Be it resolved that, Two persons A & B listed below to be authorized to:

(1) Enter into written lease for the purpose of renting and maintaining Safe Deposit Box #721 in the following financial institution: Community Bank & Trust, located at 240 East Chestnut Street, Olney, Illinois.

Name and Title	Signature
(A) Terry Bruce, Chief Executive Officer	_____
(B) Roger Browning, Chief Finance Officer	_____
(C) Rebecca Shultz, Computer Operator	_____
(D) Alex Cline, Director of Information & Communications Technology	_____
(E) Lucinda Wingert, Database Technician	_____

One authorized person required to gain access to said Safe Deposit Box. Two authorized persons required to terminate the lease.

C. I further certify that the Board of Trustees has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolution and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

I Witness Whereof, I have hereunto subscribed my name and affixed the seal of this Board of Trustees July 17, 2001.

Chairman, Board of Trustees

(SEAL)

Secretary, Board of Trustees

Agenda Item #8D

Cosmetology Lease Agreement

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 10, 2001
RE: Cosmetology Lease Agreement

The following lease is submitted for Board consideration and approval at the July Board meeting.

OCC Cosmetology Lease – amendment to lease for the Cosmetology program property located at 202 E. Main, Olney, IL extends the lease through June 30, 2002, annual rent remains the same at \$5,757.

TLB/cr

**AMENDMENT TO LEASE AGREEMENT
OCC Cosmetology Lease**

This Amendment to Lease Agreement is entered into this 17th day of July, 2001, by and between Tom Fehrenbacher (Lessor) and Illinois Eastern Community College, District #529 (Lessee).

Whereas, the parties hereto entered into a Lease Agreement dated February 15, 1994, and an Amendment to Lease Agreement dated May 18, 1999, pertaining to the leasing of: "Approximately 2,342 square feet of interior space on the ground floor of the building ("the Building") located at 202 East Main Street, Olney, Richland County, IL."

Whereas, the original Lease commenced on February 1, 1994;

Whereas, paragraph 1, Rent and Term of the initial Lease provided, in part, as follows:

The initial term of this Lease shall be for a period of two (2) years, and Lessee agrees to pay Lessor as rent the annual sum of Four Thousand Seven Hundred Twenty-three Dollars (\$4,723.00). The annual rental payment shall be paid to Lessor on or before July 25 of each year of the initial term and any renewal or extension thereof. Lessee shall have the right to renew this lease for an additional year or years up to a total of three additional years, by giving written notice of same to Lessor no less than ninety days prior to the expiration of the original term or any renewal or extension thereof. Lessee may exercise this option a maximum of three times (i.e., three individual one-year extensions). In no event shall this option of Lessee extend the term of this agreement beyond June 30, 1998. In the event of extension or renewal as above, then the rent specified herein may be increased for the additional term of no more than: the lesser of four percent (4%) or the increase in the U.S. Government's official Consumer Price Index for the calendar year immediately preceding the exercise of the option.

Whereas, Lessee is current in its Lease payments to Lessor through June 30, 2000.

Now, therefore, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. Lessee desires to extend the current Lease Agreement through June 30, 2002 and Lessor is agreeable with such an extension.
2. The Lessee agrees to pay to Lessor the sum of Five Thousand Seven Hundred Fifty-seven Dollars (\$5,757.00) as the rent for the period from July 1, 2001, through and including June 30, 2002. Said payment shall be made on or before July 1, 2001.
3. The parties hereto agree that in all other respects, paragraphs 2 through 22 shall remain in full force and effect.

Tom Fehrenbacher, Lessor

James Lane, Chairman
Board of Trustees
Illinois Eastern Community College
District #529

ATTEST:

Harry Hillis, Jr., Secretary
Board of Trustees
Illinois Eastern Community College
District #529

Agenda Item #8E

Request for Tax Exempt Status

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2001
RE: Request for Tax Exempt Status

The State of Illinois has requested tax exempt status for 9.5 acres located in Wabash County for the use as a state highway facility.

I recommend approval of the State's request.

TLB/rs

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

JULY 2001

Illinois Eastern Community Colleges

1. Computers - Desktops and Laptops
2. Video/Data Projectors

MEMORANDUM

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Desktop Computers
DATE: July11, 2001

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 bid received that meet all specifications from Dell Marketing LP, Round Rock, Texas for 178 desktop computers with options for a grand total bid of \$222.346.

Desktop computers are needed for upgrades, instructional and library use, administration, faculty, student labs and training needs.

Technology Plan will fund desktop computer replacements for instructional technology and the Information Technology staff.

A bid tabulation sheet is attached.

Respectfully submitted,

Terry Bruce
Alex Cline
Harry Hillis, Jr.

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

**Desktop Computers
Bid Tabulation**

Company	Qty.	Base Unit Price	17" CRT Monitor	19" CRT Monitor	17" Flat Panel LCD Monitor	Pentium IV 1.7 Ghz	256 Mb Total RDRAM	512 Mb Total RDRAM	12x DVD Drive	Amplified Sound Card
Charley Incorporated Robinson, IL	151-200	\$1,116.00	\$176.00	\$288.00	\$857.00	\$194.75	\$126.00	\$358.00	\$16.00	\$12.00
CPS International Barrington, IL	151-200	1,033.00	174.00	290.00	N/A	86.00	80.00	270.00	76.00	21.50
Dell Marketing LP Round Rock, TX	151-200	1,033.00	163.00	245.00	737.00	245.00	163.00	532.00	81.00	Included
Gateway North Sioux City, SD	151-200	1,054.00	174.00	268.00	895.00	255.00	170.00	510.00	68.00	N/A
Liddle's Computer Sales Annapolis, IL	151-200	1,043.00	204.00	280.00	996.00	327.00	99.00	194.00	25.00	N/A

DESKTOP COMPUTER BASE SPECIFICATIONS

Processor: Intel Pentium IV 1.3 Ghz
 Systemboard: 400Mhz , ATX (Pentium IV capable)
 RAM: 128 Mb total RDRAM
 Fixed Disk: minimum 20 GB 7200 RPM EIDE ATA 100 Hard Drive
 Video: 16 MB AGP 3D Video Card
 Diskette: 1.44 MB Diskette Drive
 CD-ROM: minimum 48x CD-ROM drive
 Sound Card: 16-bit, 64 voice
 Speakers: 2 speaker set
 Keyboard: 104 Key Enhanced
 Mouse: button mouse with scroll wheel and mouse pad
 Case: mid-tower w/ minimum 250W Power Supply
 Other: 10/100-BaseT Ethernet Card (UTP RJ-45)
 Operating System: Microsoft Windows 2000 Professional installed

	<u>Per Unit</u>	<u>100-150 Units</u>	<u>151-200 Units</u>	<u>201 or more Units</u>
Base Unit Pricing (monitor not included)				
Monitor Options: NI .28 dot pitch or less, LCD monitors should be supported by base or optional video card (indicate amount to add to base unit price)				
17" CRT monitor	_____	_____	_____	_____
19" CRT monito	_____	_____	_____	_____
21" CRT monitor	_____	_____	_____	_____
15" Flat Panel LCD Monitor	_____	_____	_____	_____
17" Flat Panel LCD Monitor	_____	_____	_____	_____
18" Flat Panel LCD Monitor	_____	_____	_____	_____
Upgrade Options (indicate amount to add to base unit price)	<u>Per Unit</u>	<u>2-50 Units</u>	<u>51-100 Units</u>	<u>101-150 Units</u>
Pentium IV 1.4 Ghz	_____	_____	_____	_____
Pentium IV 1.5 Ghz	_____	_____	_____	_____
Pentium IV 1.7 Ghz	_____	_____	_____	_____
256 Mb total RDRAM	_____	_____	_____	_____
512 Mb total RDRAM	_____	_____	_____	_____
30 Gb 7200 RPM ATA100 EIDE HD	_____	_____	_____	_____
40 Gb 7200 RPM ATA100 EIDE HD	_____	_____	_____	_____

32MB AGP 3D Video Card _____
12x DVD Drive (replacing CDROM) _____
Amplified Sound Card _____

Warranty and Support:

30 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.

All hardware shall be Windows 2000 compatible and must have current drivers available if necessary.

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, handling 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.

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

MEMORANDUM

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – Laptop Computers

DATE: July 11, 2001

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 bid received that meets all specifications from Gateway Companies, Inc., in N. Sioux City, SD for 59 laptop computers with options for a total of \$127,936.

Laptop computers are needed for upgrades, instructional and library use, administration, faculty, student labs, interactive video classrooms and training needs.

A bid tabulation sheet is attached.

Respectfully submitted,

Terry Bruce
Alex Cline
Harry Hillis, Jr.

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

**Laptop Computers
Bid Tabulation**

Company	Qty.	15" Display & PIII 750 Mhz	15" Display & PIII 900 Mhz	15.7" Display & PIII 900Mhz	Modular DVD Drive	Add'l 128 Mb SDRAM	Carrying Case
Dell Marketing LP Round Rock, TX	51-100	\$1,949.00	\$2,263.00	N/A	\$127.00	\$37.00	\$52.00
Gateway North Sioux City, SD	51-100	\$1,843.00	\$2,063.00	\$2,195.00	\$88.00	\$176.00	\$43.00

PCMCIA 56K V.90 Modem included.

Lower bids received that did not meet specifications are not listed.

LAPTOP COMPUTERS

Location/Dept.	Funds	15" Display & PIII 900 Mhz	15" Display & PIII 750 Mhz	15.7" Display & PIII 900 Mhz	Add'l 128 Ram	DVD Drive	Carrying Case	
		\$2,063	\$1,843	\$2,195	\$176	\$88	\$43	Total
FCC	Advanced Technology	20	0	0	0	0	0	\$41,260
FCC	Program Improvement	3	0	0	0	0	0	\$6,189
WVC	Perkins Grant	0	1	0	0	0	0	\$1,843
Upward Bound	Upward Bound Grant	0	1	0	1	0	0	\$2,019
WORKFORCE ED	Advanced Technology	16	0	0	0	16	16	\$35,104
WORKFORCE ED	Industrial Account	1	0	0	0	1	1	\$2,194
Small Bus. Dev. Ctr	Workforce Prep. Grant	0	0	1	1	1	0	\$2,459
Ed. To Careers	Ed. To Careers Grant	0	0	1	1	0	1	\$2,414
Bus & Industry Train	Current Worker Training and	8	0	0	8	0	8	\$18,256
	Bus. Dev. Workshop Aux.							
Welfare to Work	Welfare to Work	0	0	1	0	0	1	\$2,238
Workforce Prep.	Workforce Prep. Grant	0	0	2	2		2	\$4,828
FCC, LTC, OCC & WVC (1 at ea. Campus)	Technology Plan (for Distance Learning)	0	0	4	0	4	0	\$9,132
		48	2	9	13	22	29	\$127,936
		\$99,024	\$3,686	\$19,755	\$2,288	\$1,936	\$1,247	\$127,936
7/11/01	56k Modem Included							

LAPTOP COMPUTER SPECIFICATIONS

Minimum required specifications:

Screen: XGA active matrix TFT color display – see options below
 Processor: Intel Pentium III processor – see options below
 Memory: 128 Mb SDRAM
 Video: minimum 8 Mb AGP
 Hard Drive: minimum 6 GB ultra ATA removable hard drive
 Floppy drive: 1.44 MB 3.5” floppy disk drive
 CD-ROM: 10X MIN/24X Max CD-ROM drive, modular
 Multimedia Package: 16-BIT software wavetable audio
 Stereo Speakers
 Internal Microphone
 Headphone/Speaker Jack
 Line in and Line out Mic. jacks
 Keyboard: Full size 88-key
 Mouse: Touch pad and external scroll mouse
 Operating System: Microsoft Windows 2000 Professional installed
 Additional Software: Additional software unnecessary
 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

Please bid the following base unit configurations:

	<u>Per Unit</u>	<u>25-50 Units</u>	<u>51-100 Units</u>	<u>101 or more</u>
12.1” Display and PIII 700 Mhz Processor	_____	_____	_____	_____
14.1” Display and PIII 700 Mhz Processor	_____	_____	_____	_____
14.1” Display and PIII 850 Mhz Processor	_____	_____	_____	_____

Upgrade Options

(indicate amount to add to base unit price)

Additional 128 Mb SDRAM	_____	_____	_____	_____
PCMCIA 56K V.90 Modem	_____	_____	_____	_____
Carrying Case	_____	_____	_____	_____

LAPTOP COMPUTER SPECIFICATIONS II

Minimum required specifications:

Screen: XGA active matrix TFT color display – see options below
 Processor: Intel Pentium III processor – see options below
 Memory: 128 Mb SDRAM
 Video: 16 Mb AGP, DVD capable
 Hard Drive: minimum 10 GB ultra ATA removable hard drive
 Floppy drive: 1.44 MB 3.5” floppy disk drive
 CD-ROM: 10X MIN/24X Max CD-ROM drive, modular
 Multimedia Package: 16-BIT software wavetable audio
 Stereo Speakers
 Internal Microphone
 Headphone/Speaker Jack
 Line in and Line out Mic. jacks
 Keyboard: Full size 88-key
 Mouse: Touch pad and external scroll mouse
 Operating System: Microsoft Windows 2000 Professional installed
 Additional Software: Additional software unnecessary
 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

Please bid the following base unit configurations:

	<u>Per Unit</u>	<u>25-50 Units</u>	<u>51-100 Units</u>	<u>101 or more</u>
15” Display and PIII 750 Mhz Processor	_____	_____	_____	_____
15.7” Display and PIII 750 Mhz Processor	_____	_____	_____	_____
15”” Display and PIII 900 Mhz Processor	_____	_____	_____	_____
15.7” Display and PIII 900Mhz Processor	_____	_____	_____	_____

Upgrade Options

(indicate amount to add to base unit price)

Modular DVD drive (replacing CDROM) 8x minimum	_____	_____	_____	_____
Additional 128 Mb SDRAM	_____	_____	_____	_____
PCMCIA 56K V.90 Modem	_____	_____	_____	_____
Carrying Case	_____	_____	_____	_____

Warranty and Support:

30 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.

All hardware shall be Windows 2000 compatible and must have current drivers available if necessary.

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, handling 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.

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

MEMORANDUM

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Video/Data Projectors
DATE: July 11, 2001

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 bid received that meets all specifications from **Central Indiana Marketing, Evansville, IN for 16 video/data projectors** with options for a total of **\$57,030**.

Technology Plan will fund projectors for instructional presentations.

A bid tabulation sheet is attached.

Respectfully submitted,

Terry Bruce
Alex Cline
Harry Hillis, Jr.

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

VIDEO/DATA PROJECTORS							
	Funds	Projector	Ceil Mount Kit	Ext. Cable	Soft Case	Bulb	
		\$3,310	\$145	\$100	\$135	\$480	Total
FCC	Technology Plan	3	3	3	0	0	\$10,665
LTC	Technology Plan	3	3	3	0	0	\$10,665
OCC	Technology Plan	3	3	3	0	0	\$10,665
WVC	Technology Plan	3	3	3	0	0	\$10,665
WORKFORCE ED	Technology Plan	2	0	0	2	0	\$6,890
Ed. To Careers	Ed to Careers Grant	1	1	1	0	1	\$4,035
Bus & Industry Train	Workforce Prep Grant	1	0	0	1	0	\$3,445
		16	13	13	3	1	\$57,030
		\$52,960	\$1,885	\$1,300	\$405	\$480	\$57,030
7/11/01							

VIDEO/DATA PROJECTOR SPECIFICATIONS

ITEM 1 – True SVGA 800 x 600 Resolution Data/Video Projector

MODEL:	Boxlight Model CD-455m or equivalent
LUMENS:	1300 ANSI or above w. 16.7 million colors
RESOLUTION:	True 800 x 600 SVGA (no compression)
COMPATIBILITY:	XGA, SVGA, VGA Macintosh, 1080I HDTV Full NTSC, NTSC 4.43, PAL, and SECAM
IMAGE CONFIG:	Plug-and-project auto synchronization, auto tracking, auto positioning, auto source detect, zoom lens, and auto black/white level detect
AUDIO:	2.5 watt sound system with built-in speaker (minimum)
STANDARD	
ACCESSORIES:	Soft carry case, Executive plus remote, M1-DA analog computer cable with USB, composite video cable, audio connection cables.

ITEM 2 – True SVGA 800 x 600 Resolution Data/Video Projector

MODEL:	Boxlight Model CD-450m or equivalent
LUMENS:	900 ANSI or above w. 16.7 million colors
RESOLUTION:	True 800 x 600 with intelligent compression up to 1024 x 768
COMPATIBILITY:	XGA, SVGA, VGA Macintosh, 1080I HDTV Full NTSC, NTSC 4.43, PAL, and SECAM
IMAGE CONFIG:	Plug-and-project auto synchronization, auto tracking, auto positioning, auto source detect, zoom lens, and auto black/white level detect
AUDIO:	1-watt sound system with built-in speaker (minimum)

ITEM 3 – True SVGA 1024 x 768 Resolution Data/Video Projector

MODEL:	Boxlight Model MP-355m or equivalent
LUMENS:	1000 ANSI or above w. 16.7 million colors
RESOLUTION:	True 1024 x 768 with automatic optimal upsizing from VGA and SVGA
COMPATIBILITY:	XGA, SVGA, VGA Macintosh, 1080I HDTV Full NTSC, NTSC 4.43, PAL, and SECAM
IMAGE CONFIG:	Plug-and-project auto synchronization, auto tracking, auto positioning, auto source detect, zoom lens, and auto black/white level detect
AUDIO:	3-watt sound system with built-in speaker (minimum)

OPTIONS

- A. Spare Bulb
- B. Ceiling Mounting Kit that support 2 x 2 drop ceiling
- C. At least 50' audio/video/15-pin computer extension cabling
- D. Wireless Mouse
- E. Soft Case
- F. Travel Case w/ wheels

WARRANTY

One year on all parts and service. Delivery included. Vendor must provide technical support and a loaner projector during any downtime. Vendor bears shipping costs under warranty.

VIDEO/DATA PROJECTORS CONT'D:

	<u>Per Unit</u>	<u>2-4 Units</u>	<u>5-9 Units</u>	<u>10 or More Units</u>
Item #1	_____	_____	_____	_____
Item #2	_____	_____	_____	_____
Item #3	_____	_____	_____	_____

OPTIONS

	<u>ITEM #1</u>	<u>ITEM #2</u>	<u>ITEM #3</u>
Spare Bulb A	\$ _____	A \$ _____	A \$ _____
Ceil. Mount. Kit B	\$ _____	B \$ _____	B \$ _____
Extension cabling C	\$ _____	C \$ _____	C \$ _____
Wireless Mouse D	\$ _____	D \$ _____	D \$ _____
Soft Case E	\$ _____	E \$ _____	E \$ _____
Case w/ wheels F	\$ _____	F \$ _____	F \$ _____

Bidder must provide full specifications and literature of equipment if an alternate brand is proposed. The absence of full specification and documentation can be considered a "no-bid"

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.

Agenda Item #10

District Finance

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

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

TREASURER'S REPORT June 30, 2001

FUND	BALANCE
Educational	\$326,191.49
Operations & Maintenance	\$112,725.41
Operations & Maintenance (Restricted)	(\$87,851.14)
Bond & Interest	(\$53,479.16)
Auxiliary	\$99,805.36
Restricted Purposes	\$29,784.24
Working Cash	\$0.00
Trust & Agency	\$30,124.96
Audit	\$8,339.85
Liability, Protection & Settlement	\$270,872.16
TOTAL ALL FUNDS	\$736,513.17

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS

June, 2001

	Maturity Date	Rate of Interest	Bank	Cost	Value	Interest to be Earned
Education Fund						
*04/04/01	04/04/02	5.25	Citizens National Bank of Albion (CD)	100,000	105,250	5,250
*04/04/01	04/04/02	4.83	First National Bank of Allendale (CD)	100,000	104,830	4,830
01/12/01	07/13/01	6.25	First Crawford State Bank (CD)	1,500,000	1,546,875	46,875
05/16/01	09/16/01	4.41	Fairfield National Bank (CD)	500,000	507,350	7,350
06/26/01	07/26/01	4.26	Fairfield National Bank (CD)	500,000	501,775	1,775
06/26/01	10/26/01	4.32	Fairfield National Bank (CD)	1,500,000	1,521,600	21,600
Operations & Maintenance Fund (Rest)						
02/22/01	08/23/01	5.91	Community Bank & Trust (CD)	800,000	823,640	23,640
02/22/01	12/21/01	5.63	Community Bank & Trust (CD)	1,000,000	1,046,917	46,917
02/22/01	03/22/02	5.64	Community Bank & Trust (CD)	500,000	530,550	30,550
02/22/01	06/21/02	5.67	Community Bank & Trust (CD)	800,000	860,480	60,480
Auxiliary Fund						
04/06/01	04/06/02	5.42	First Crawford State Bank (CD)	500,000	527,100	27,100
06/26/01	07/26/01	4.26	Fairfield National Bank (CD)	100,000	100,355	355
Working Cash Fund						
06/20/00	12/20/01	6.94	Community Bank & Trust (CD)	1,515,000	1,672,712	157,712
04/23/01	10/23/02	4.84	Fairfield National Bank (CD)	675,000	724,005	49,005
Trust & Agency Fund						
01/12/01	07/13/01	6.25	First Crawford State Bank (CD)	100,000	103,125	3,125
06/13/01	06/13/02	4.51	Peoples National Bank (CD)	137,500	143,701	6,201
Liability & Protection Fund						
06/26/01	08/26/01	4.29	Fairfield National Bank (CD)	350,000	352,503	2,503

*Community Development Investments

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001
 (With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Governmental Fund Types

	GENERAL FUNDS	GRANTS	AUDIT	LPS	BOND AND INTEREST	OBM RESTRICTED
ASSETS and OTHER DEBITS:						
ASSETS:						
CASH	442,188	25,742	8,271	268,697	-53,479	-87,851
IMPREST FUND	1,000	--	--	--	--	--
CHECK CLEARING	2,000	--	--	--	--	--
INVESTMENTS	4,200,000	--	--	350,000	--	3,400,000
RECEIVABLES	1,398,661	354,717	--	--	--	--
ACCRUED REVENUE	--	--	--	--	--	--
INTERFUND RECEIVABLES	-8,715	--	--	--	--	1,291
INVENTORY	--	--	--	--	--	--
TOTAL ASSETS AND OTHER DEBITS:	6,035,134	380,459	8,271	618,697	-53,479	3,313,440
Liabilities, equity and other credits						
LIABILITIES:						
PAYROLL DEDUCTIONS PAYABLE	9,994	--	--	--	--	--
CURRENT OBLIGATIONS PAYABLE	--	--	--	--	--	--
ACCOUNTS PAYABLE	29,229	-493	--	-644	--	--
ACCRUED EXPENSE	--	--	--	--	--	--
INTERFUND PAYABLES	--	--	--	--	--	--
DEFERRED REVENUE	--	--	--	--	--	--
OTHER LIABILITIES	373,983	-8,715	--	--	--	--
TOTAL LIABILITIES:	413,207	-9,208	--	-644	--	--
EQUITY AND OTHER CREDITS:						
INVESTMENT IN PLANT	--	--	--	--	--	--
PR YR BDGTED CHANGE TO FUND	--	--	--	--	--	--
BALANCE						
Fund Balances:						
FUND BALANCE	5,414,258	322,712	8,271	489,663	-53,479	863,302
RESERVE FOR ENCUMBRANCES	207,670	66,956	--	129,678	--	2,450,138
TOTAL EQUITY AND OTHER CREDITS:	5,621,927	389,667	8,271	619,341	-53,479	3,313,440
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	6,035,134	380,459	8,271	618,697	-53,479	3,313,440

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 200
 (With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2001	Prior Year 2000
<hr/>		
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	603,569	2,463,692
IMPREST FUND	1,000	1,000
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,950,000	3,650,000
RECEIVABLES	1,753,378	6,350,307
ACCRUED REVENUE		
INTERFUND RECEIVABLES	-7,424	627
TOTAL ASSETS AND OTHER DEBITS:	<hr/> 10,302,522	<hr/> 12,467,625
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	9,994	8,533
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	28,093	-27,118
ACCRUED EXPENSE		
INTERFUND PAYABLES		627
DEFERRED REVENUE		4,326,491
OTHER LIABILITIES	365,268	342,117
TOTAL LIABILITIES:	<hr/> 403,355	<hr/> 4,650,650
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	7,044,727	7,054,291
RESERVE FOR ENCUMBRANCES	2,854,441	762,685
TOTAL EQUITY AND OTHER CREDITS:	<hr/> 9,899,168	<hr/> 7,816,976
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<hr/> 10,302,522	<hr/> 12,467,625
	=====	=====

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001
 (With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2001	Prior Year 2000
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	102,637	314,464
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	750,000	450,000
RECEIVABLES	57,599	71,254
ACCRUED REVENUE		
INTERFUND RECEIVABLES		
INVENTORY	379,712	371,248
TOTAL ASSETS AND OTHER DEBITS:	1,310,448	1,227,466
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	-8,171	-5,550
ACCRUED EXPENSE		
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
TOTAL LIABILITIES:	-8,171	-5,550
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,205,431	1,333,763
PR YR BDGTD CHANGE TO FUND BALANCE	113,188	-100,746
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
TOTAL EQUITY AND OTHER CREDITS:	1,318,619	1,233,016
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,310,448	1,227,466

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001
 (With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2001	Prior Year 2000
<hr/>				
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH		29,919	29,919	125,496
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,190,000	237,500	2,427,500	2,315,000
RECEIVABLES		2,637	2,637	2,847
ACCRUED REVENUE		--		
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	<hr/> 2,190,000	<hr/> 270,056	<hr/> 2,460,056	<hr/> 2,443,343
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
CURRENT OBLIGATIONS PAYABLE		--		
ACCOUNTS PAYABLE		95	95	514
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		<hr/> 140,045	<hr/> 140,045	<hr/> 140,464
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTED CHANGE TO FUND BALANCE		--		
Fund Balances:				
FUND BALANCE	2,190,000	123,468	2,313,468	2,287,571
RESERVE FOR ENCUMBRANCES		6,542	6,542	15,308
TOTAL EQUITY AND OTHER CREDITS:	<hr/> 2,190,000	<hr/> 130,010	<hr/> 2,320,010	<hr/> 2,302,879
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<hr/> 2,190,000	<hr/> 270,056	<hr/> 2,460,056	<hr/> 2,443,343
	=====	=====	=====	=====

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001
 (With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Memorandum Only

	Current Year 2001	Prior Year 2000
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	736,125	2,903,652
IMPREST FUND	21,500	21,500
CHECK CLEARING	2,000	2,000
INVESTMENTS	11,127,500	6,415,000
RECEIVABLES	1,813,613	6,424,407
ACCRUED REVENUE		
INTERFUND RECEIVABLES	-7,424	627
INVENTORY	379,712	371,248
TOTAL ASSETS AND OTHER DEBITS:	14,073,026	16,138,434
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	9,994	8,533
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	20,017	-32,155
ACCRUED EXPENSE		
INTERFUND PAYABLES	139,950	140,577
DEFERRED REVENUE		4,326,491
OTHER LIABILITIES	365,268	342,117
TOTAL LIABILITIES:	535,229	4,785,563
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,205,431	1,333,763
PR YR BDGTED CHANGE TO FUND	113,188	-100,746
BALANCE		
Fund Balances:		
FUND BALANCE	9,358,195	9,341,862
RESERVE FOR ENCUMBRANCES	2,860,983	777,993
TOTAL EQUITY AND OTHER CREDITS:	13,537,797	11,352,871
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	14,073,026	16,138,434

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
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	2,460,000.00	2,493,544.48	33,544.48	1.364
STATE GOVT SOURCES	12,158,156.00	12,037,662.53	-120,493.47	-.991
STUDENT TUITION & FEES	6,550,094.00	7,885,320.86	1,335,226.86	20.385
SALES & SERVICE FEES	.00	56,749.47	56,749.47	#####
FACILITIES REVENUE	30,000.00	28,621.00	-1,379.00	-4.597
INVESTMENT REVENUE	50,000.00	231,543.53	181,543.53	363.087
OTHER REVENUES	110,750.00	135,574.46	24,824.46	22.415
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	21,359,000.00	22,869,016.33	1,510,016.33	7.070
EXPENDITURES:				
INSTRUCTION	8,919,096.86	8,888,818.05	-30,278.81	-.339
ACADEMIC SUPPORT	558,600.61	546,608.17	-11,992.44	-2.147
STUDENT SERVICES	1,056,971.87	1,048,657.91	-8,313.96	-.787
PUBLIC SERV/CONT ED	69,494.00	68,755.24	-738.76	-1.063
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,455,968.91	2,384,466.99	-71,501.92	-2.911
INSTITUTIONAL SUPPORT	4,929,699.75	4,254,878.58	-674,821.17	-13.689
SCH/STUDENT GRNT/WAIVERS	3,365,000.00	3,399,772.96	34,772.96	1.033
	-----	-----	-----	-----
TOTAL EXPENDITURES:	21,354,832.00	20,591,957.90	-762,874.10	-3.572
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	678,657.00	650,233.41	-28,423.59	-4.188
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	678,657.00	650,233.41	-28,423.59	-4.188
NET INCREASE/DECREASE IN NET ASSETS	-674,489.00	1,626,825.02	2,301,314.02	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
Percentage of time remaining through the Budget: .000

OBM RESTRICTED

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	2,388,200.00	2,351,752.83	-36,447.17	-1.526
STATE GOVT SOURCES	240,655.00	239,596.86	-1,058.14	-.440
INVESTMENT REVENUE	.00	122,532.82	122,532.82	#####
OTHER REVENUES	.00	62,022.06	62,022.06	#####
	-----	-----	-----	-----
TOTAL REVENUES:	2,628,855.00	2,775,904.57	147,049.57	5.594
EXPENDITURES:				
OPER & MAINT PLANT	148,190.00	96,438.65	-51,751.35	-34.922
INSTITUTIONAL SUPPORT	4,096,673.00	926,737.20	-3,169,935.80	-77.378
	-----	-----	-----	-----
TOTAL EXPENDITURES:	4,244,863.00	1,023,175.85	-3,221,687.15	-75.896
NET INCREASE/DECREASE IN NET ASSETS	-1,616,008.00	1,752,728.72	3,368,736.72	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
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	1,398,410.00	1,341,440.99	-56,969.01	-4.074
INVESTMENT REVENUE	.00	3,489.85	3,489.85	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,398,410.00	1,344,930.84	-53,479.16	-3.824
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,398,410.00	1,398,410.00	.00	.000
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,398,410.00	1,398,410.00	.00	.000
NET INCREASE/DECREASE IN NET ASSETS	.00	-53,479.16	-53,479.16	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
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	563,435.00	290,381.38	-273,053.62	-48.462
SALES & SERVICE FEES	2,954,307.00	2,346,564.35	-607,742.65	-20.571
FACILITIES REVENUE	1,800.00	3,178.00	1,378.00	76.556
INVESTMENT REVENUE	.00	72,295.18	72,295.18	#####
OTHER REVENUES	550,350.00	61,843.88	-488,506.12	-88.763
	-----	-----	-----	-----
TOTAL REVENUES:	4,069,892.00	2,774,262.79	-1,295,629.21	-31.834
AUXILIARY ENTERPRISES:				
SALARIES	1,285,685.00	1,000,423.68	-285,261.32	-22.187
EMPLOYEE BENEFITS	79,649.00	55,824.75	-23,824.25	-29.912
CONTRACTUAL SERVICES	332,508.00	139,562.55	-192,945.45	-58.027
GEN. MATERIAL & SUPPLIES	2,461,484.00	1,708,454.26	-753,029.74	-30.593
CONF/TRAVEL MEETING EXPENSE	505,292.00	204,570.49	-300,721.51	-59.514
FIXED CHARGES	60,562.00	41,789.00	-18,773.00	-30.998
UTILITIES	33,461.00	7,898.81	-25,562.19	-76.394
CAPITAL OUTLAY	381,190.00	177,445.28	-203,744.72	-53.450
INTERFUND TRANSFERS	798,657.00	-798,657.00	-1,597,314.00	#####
OTHER EXPENDITURES	164,106.00	123,763.07	-40,342.93	-24.583
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	6,102,594.00	2,661,074.89	-3,441,519.11	-56.394
NET INCREASE/DECREASE IN NET ASSETS	-2,032,702.00	113,187.90	2,145,889.90	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
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	120,000.00	148,423.59	28,423.59	23.686
	-----	-----	-----	-----
TOTAL REVENUES:	120,000.00	148,423.59	28,423.59	23.686
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-120,000.00	148,423.59	268,423.59	#####
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-120,000.00	148,423.59	268,423.59	#####
NET INCREASE/DECREASE IN NET ASSETS	240,000.00	.00	-240,000.00	-100.000

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
Percentage of time remaining through the Budget: .000

AUDIT

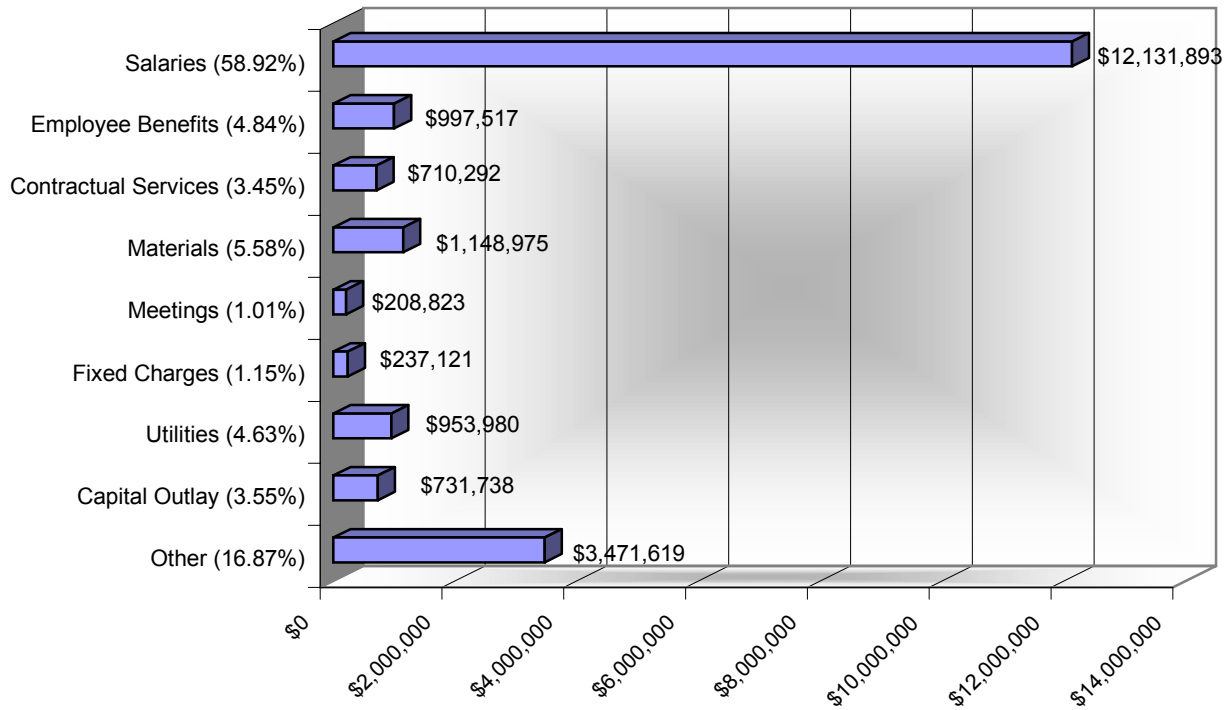
	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	20,000.00	19,348.82	-651.18	-3.256
INVESTMENT REVENUE	.00	352.76	352.76	#####
	-----	-----	-----	-----
TOTAL REVENUES:	20,000.00	19,701.58	-298.42	-1.492
EXPENDITURES:				
INSTITUTIONAL SUPPORT	23,188.00	16,918.04	-6,269.96	-27.040
	-----	-----	-----	-----
TOTAL EXPENDITURES:	23,188.00	16,918.04	-6,269.96	-27.040
NET INCREASE/DECREASE IN NET ASSETS	-3,188.00	2,783.54	5,971.54	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-JUN-2001
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	435,000.00	417,603.45	-17,396.55	-3.999
INVESTMENT REVENUE	.00	32,596.72	32,596.72	#####
	-----	-----	-----	-----
TOTAL REVENUES:	435,000.00	450,200.17	15,200.17	3.494
EXPENDITURES:				
INSTITUTIONAL SUPPORT	834,605.00	230,464.25	-604,140.75	-72.386
	-----	-----	-----	-----
TOTAL EXPENDITURES:	834,605.00	230,464.25	-604,140.75	-72.386
NET INCREASE/DECREASE IN NET ASSETS	-399,605.00	219,735.92	619,340.92	#####

Illinois Eastern Community Colleges FY2001 Operating Funds



Illinois Eastern Community Colleges Dist. #529
As of June 30, 2001 - \$20,591,958

Agenda Item #11

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #13A

Semi-Annual Review of Closed Minutes

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2001-07-12
RE: Semi-Annual Review of Closed Minutes

Mr. Chairman, I recommend the approval of opening to the public record, executive session minutes as previously distributed to board members.

TLB/rs

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: July 17, 2001
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report.

mk

Attachment

PERSONNEL REPORT

INDEX

400.1. Employment of Personnel

400.2. Change in Status

400.3. Resignation

400.4. Retirement

PERSONNEL REPORT

400.1. Employment of Personnel

A. Faculty

1. Laurel Cutright: Initial full-time employment as Math Instructor. Amount: Based upon \$34,150 per academic year. Effective: August 13, 2001.
Code: 012-2701O-1301-101
2. Steven Higgins: Initial full-time employment as English Instructor. Amount: Based upon \$29,222 per academic year. Effective: August 13, 2001.
Code: 012-2304O-1301-101
012-2307O-1301-101
012-2308O-1301-101

B. Professional/Non-Faculty

1. Steven Patberg: Initial full-time employment as Coordinator of Career Advisement at Wabash Valley College. Amount: Based upon \$23,153 per fiscal year. Effective July 18, 2001.
Code: 013-3020W-1201-302

C. Classified

1. Carol Watts: Initial full-time employment as Records Assistant for the Lawrence/Robinson Correctional Centers at Lincoln Trail College. Amount: Based upon \$19,000 per fiscal year. Effective: July 18, 2001. Employment is contingent upon Department of Corrections funding.
Code: 65516L-5516L-1601-809

400.2. Change in Status

A. Classified

1. Tara Farleigh, Interim Administrative Assistant to the President to Administrative Assistant to the President at Frontier Community College effective July 19, 2001. Wages are based upon \$19,000 per fiscal year.
Code: 014-8107F-1601-801

400.3. Resignation

A. Professional/Non-Faculty

1. Mike McLaury, Sports Center Manager/Head Baseball Coach at Lincoln Trail College, effective July 24, 2001.

400.4. Retirement

A. Faculty

1. Jeraldine Frey, Workforce Education Instructor, effective September 1, 2001

Agenda Item #15
Collective Bargaining Report

Agenda Item #16

Litigation

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

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

Phase III										
ENVIRONMENTAL BARRIER PROJECTS & MISCELLANEOUS:	Estimated Budget									
Misc. ADA Improvements All campuses & DO	\$505,000									
Exit Door Modifications OCC	\$126,000									
Phase IV										
Environmental Barriers FCC, LTC & WVC	\$366,300									
Exit Modifications WVC	\$61,700									
Roof Replacements OCC & WVC	\$128,400									
		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

6/30/01

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

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

6/30/01