

ILLINOIS EASTERN COMMUNITY COLLEGES

**BOARD OF TRUSTEES
MONTHLY MEETING**

July 20, 2010



Location:

**Wabash Valley College
2200 College Drive
Mt. Carmel, IL 62863**

**Dinner – 6:00 p.m. – Cafeteria
Meeting – 7:00 p.m. – Cafeteria**

**Illinois Eastern Community Colleges
Board Agenda**

July 20, 2010

7:00 p.m.

Wabash Valley College

1. Call to Order & Roll Call..... Chairman Fischer
2. Disposition of Minutes..... CEO Bruce
3. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECEA 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. None
7. Policy Second Reading Bruce
 - A. None
8. Staff Recommendations for Approval
 - A. 2010-2012 Catalog.....Schwartz
 - B. 2011-2013 Academic Calendar.....Schwartz
 - C. Joint Agreement with John A. Logan College..... Cantwell
 - D. Academic Transfer Partnership with Western Illinois University Cantwell
 - E. Telephone Contract with Clearwave Communications Cline
 - F. Truck Driving Fees Bruce
 - G. Nursing Background Review Vendor and Fees..... Bruce
 - H. Certified Nurse Assistant Handbook Bruce
 - I. Employee Health and Dental Insurance Renewal..... Bruce
 - J. Consideration and Action on a Resolution Providing for the Issuance of Taxable General Obligation Community College Bonds..... Bruce
 - K. Affiliation Agreement with Back to Action Chiropractic (Medical Office Assistant) Bruce
 - L. Affiliation Agreement with Lawrence Community Health Care (Certified Nurse Assistant).. Bruce
9. Bid Committee Report Bruce
 - A. Janitorial Equipment, Supplies & Office Copy Paper

10. District Finance
 - A. Financial Report.....Browning
 - B. Approval of Financial Obligations.....Browning
11. Chief Executive Officer's Report Bruce
12. Executive Session Bruce
13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Bruce
 - B. Audio 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 public meeting of the Board of Trustees of 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 at the Olney Central College, 305 North West Street, Olney, Illinois, in said Community College District at 7:00 o'clock P.M., on the 15th day of June, 2010.

AGENDA #1 – “Call to Order & Roll Call” – The meeting was called to order by the Chairman, and upon the roll being called, G. Andrew Fischer, the Chairman, and the following Trustees were physically present at said location: Walter Koertge, Marilyn Wolfe, Brenda Culver, William C. Hudson, Jr., John D. Brooks, Michael Correll and Laurel Pennington (non-voting student trustee).

The following Trustees were allowed by a majority of the Trustees of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: None.

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: None.

At 7:00 o'clock P.M., the Chairman announced that the next agenda item for the Board of Trustees was a public hearing (the “*Hearing*”) to receive public comments on the proposal to sell \$2,125,000 Funding Bonds (the “*Funding Bonds*”) for the purpose of funding and paying claims against the District and on the proposal to sell \$2,125,000 Working Cash Fund Bonds (the “*Working Cash Fund Bonds*”) for the purpose of increasing the working cash fund of the District and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

* * *

Trustee Brenda Culver made the following motion: “*I move that Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “District”), now hold a public hearing this 15th day of June, 2010, at 7:00 o'clock P.M. at Olney Central College, 305 North West Street, Olney, Illinois. The purpose of the hearing is to receive public comments on the proposal to sell bonds of the District in the amount of \$2,125,000 for the purpose of funding and paying claims against the District and \$2,125,000 for the purpose of increasing the working cash fund of the District.*” Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

The Chairman opened the discussion and explained that the reasons for the proposed issuance of the Funding Bonds were as follows: to pay claims against the District consisting of an outstanding Blue Cross Blue Shield of Illinois invoice.

Whereupon the Chairman asked for additional comments from the Trustees of the Board of Trustees. Additional comments were made by the following: Trustee Brooks, Trustee Koertge.

Written testimony concerning the proposed issuance of the Funding Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*. None.

Whereupon the Chairman asked for oral testimony or any public comments concerning the proposed issuance of the Funding Bonds. Statements were made by the following: None.

The Chairman then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Funding Bonds.

The Chairman opened the discussion and explained that the reasons for the proposed issuance of the Working Cash Fund Bonds were as follows: to increase the working cash fund of the District.

Whereupon the Chairman asked for additional comments from the Trustees of the Board of Trustees. Additional comments were made by the following: Trustee Brooks.

Written testimony concerning the proposed issuance of the Working Cash Fund Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*. None.

Whereupon the Chairman asked for oral testimony or any public comments concerning the proposed issuance of the Working Cash Fund Bonds. Statements were made by the following: None.

The Chairman then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Working Cash Fund Bonds.

Trustee Culver moved and Trustee Brooks seconded the motion that the Hearing be finally adjourned. After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion. Upon the roll being called, the following Trustees voted AYE: G. Andrew Fischer, Walter Koertge, Marilyn Wolfe, Brenda Culver, William C. Hudson, Jr., John D. Brooks and Michael Correll. The following Trustees voted NAY: None. Whereupon the Chairman declared the motion carried and the Hearing was finally adjourned.

(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:

Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Rodney Ranes, Dean of Instruction of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Timothy Taylor, President of Frontier Community College.

Beverly Turkal, President of Lincoln Trail College.

Roger Browning, Chief Finance Officer/Treasurer.

Tara Buerster, Director of Human Resources.

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

Alex Cline, Director of Information & Communications Technology.

Kathleen Pampe, Associate Dean of Career Education & Economic Development.

Pamela Schwartz, Associate Dean of Institutional Development.

Susan Renee Smith, Executive Assistant to CEO.

George Woods, Dean of Workforce Education.

Abbreviations Used in Minutes:

DO – District Office

DOC – Department of Corrections

FCC – Frontier Community College

HLC – Higher Learning Commission

ICCB – Illinois Community College Board

ICCTA – Illinois Community College Trustees Association

IECC – Illinois Eastern Community Colleges

IECEA – Illinois Eastern Colleges Education Association

LCC – Lawrence Correctional Center

LTC – Lincoln Trail College

LWIB – Local Workforce Investment Board

OCC – Olney Central College

PHS – Protection, Health & Safety

RCC – Robinson Correctional Center
SURS – State Universities Retirement System
WED – Workforce Education
WVC – Wabash Valley College

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, May 18, 2010 were presented for disposition.

Board Action to Approve Minutes: Trustee Brenda Culver made a motion to approve minutes of the foregoing meeting as prepared. Trustee Marilyn 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 the “Ayes” have it and the motion carried.

AGENDA #3 – “Recognition of Visitors & Guests” –

#3-A. Visitors & Guests: Visitors & guests present were recognized, including several staff members.

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Written reports were presented from each of the colleges.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Public Hearing” – Recorded earlier in meeting.

AGENDA #7 – “Policy” – None.

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

#8-A. RAMP Document: Chris Cantwell reviewed IECC’s Resource Allocation and Management Plan (RAMP) for FY 2012, which includes two capital project requests in ranking order, as follows:

Olney Central College
Project Name: Applied Technology Center
District Priority No.: 1 of 2
Total Building Budget: \$1,990,860

Frontier Community College
Project Name: Student Education and Support Center
District Priority No.: 2 of 2
Total Building Budget: \$2,874,834

Recommendation: The CEO recommended approval of the RAMP document for submission to the Illinois Community College Board.

Board Action: Trustee Marilyn Wolfe made a motion to approve IECC's Resource Allocation and Management Plan for FY2012 as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Inter-Fund Loans Resolution: During each fiscal year, transfers are required to be made between existing designated funds to meet obligations of the District. Each year the Board of Trustees is asked to approve a resolution authorizing these inter-fund loans and transfers. These inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of meeting the ordinary and necessary expenditures of the district. The CEO recommended adoption of the following resolution which authorizes the Treasurer of the District to make inter-fund loans as required during FY2011 and that such inter-fund loans be repaid and retransferred to the proper fund no later than June 30, 2011.

Inter-Funds Loan Resolution

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for fiscal year 2010, 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 2011, 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 no later than June 30, 2011.

Board Action: Trustee Walter Koertge made a motion to adopt the foregoing Inter-Fund Loans Resolution as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Building and Maintenance Fund Resolution: State statute requires that the Board of Trustees approve by a resolution the granting of authority to budget and expend funds collected from tax revenues for the purpose of operations and maintenance of the district campuses and properties. The following resolution authorizes the Chief Executive Officer of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes, for the payment of salaries of maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers or 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. The CEO recommended approval.

Building and Maintenance Fund Resolution

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to 110 ILCS 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 maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or 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 conditions of school buildings, 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 a tax levied for operations, building and maintenance purposes for the payment of salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or 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: Trustee Michael Correll made a motion to adopt the foregoing Building and Maintenance Fund Resolution as recommended. Student Trustee Laurel Pennington seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Working Cash Fund Resolution: The Board of Trustees is required to approve a resolution authorizing the transfer of interest earned in the Working Cash Fund to the General Fund for the purpose of paying general obligations of the District. The Treasurer of the District has or will transfer approximately \$100,000 from the Working Cash fund to the General Fund prior to June 30, 2010. Only interest is transferred and the principal of the Working Cash Fund remains intact. If for any reason the principal was spent and the District was unable to repay it, the Working Cash Fund would be depleted. A Working Cash Fund could only be reestablished by approval of a voter referendum. The CEO recommended adoption of the following resolution authorizing the Treasurer to permanently transfer approximately \$100,000 Working Cash Fund interest to the General Fund on or before June 30, 2010.

Working Cash Fund Resolution

WHEREAS, the Board of Trustees approved the permanent transfer of interest earned on the Working Cash Fund monies to the General fund on or before June 30, 2010;

WHEREAS, the Board of Trustees initiated this transfer pursuant to 110 ILCS 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 \$100,000 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2010.

Board Action: Student Trustee Laurel Pennington made a motion to adopt the foregoing Working Cash Fund Resolution as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea.

Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. FY2011 Budget Resolution: The Board is required to establish a budget for each fiscal year. The following resolution sets forth the fiscal year, dates for publication of the notice of a public hearing on the budget, establishes a date by which a tentative budget will be available for public inspection, establishes a public hearing on the budget for September 21 at Lincoln Trail College, and states that the budget will be adopted by the Board on September 21, 2010 following the hearing. The CEO recommended approval of the following budget resolution.

FY2011 Budget Resolution

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 2011 fiscal year:

1. Date of Fiscal Year: July 1, 2010 - June 30, 2011.
2. Publication of Notice of Public Hearing on Budget: On or before August 6, 2010.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after August 6, 2010.
4. Mailing Tentative Budget to Board of Trustees: August 6, 2010.
5. Public Hearing on Budget: September 21 2010 at the hour of 6:00 p.m. to 6:30 p.m., local time, Lincoln Trail College, 11220 State Highway 1, Robinson, IL 62454.
6. Adoption of Budget: September 21, 2010 following the Public Hearing.

Board Action: Trustee William Hudson made a motion to adopt the foregoing FY2011 Budget Resolution as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. Prevailing Wage: The CEO presented and recommended adoption of "An Ordinance of the Board of Trustees of Illinois Eastern Community Colleges Ascertaining 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 2010. 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: Trustee Brenda Culver made a motion to adopt the Ordinance Ascertaining the Prevailing Rate of Wages as recommended. Student Trustee Laurel Pennington seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G. Payment of Accrued Bills: The District's fiscal year ends on June 30, and under general accounting rules, the District may pay accrued bills for a short period following the end of FY2010. The accrual period runs from July 1 and ends on July 15. On July 15, all FY2010 obligations received during this run-out period will be paid. Therefore, these accrued bills will be paid before the Board approves

them. At each regular Board meeting, the Board receives an electronic copy of bills for review and payment. At the July Board meeting, that electronic report will include current bills for approval plus all the bills that were paid in the accrual period. Each of these accrual period payments will be designated with an A (for accrual) beside the vendor. This procedure has been followed in prior years. The CEO recommended approval to pay the FY2010 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the July Board meeting.

Board Action: Trustee Marilyn Wolfe made a motion to approve payment of accrued bills as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. Affiliation Agreement with Daviess County Hospital – Phlebotomy: IECC wishes to enter into an affiliation agreement with Daviess County Hospital, located in Washington, Indiana. This affiliation agreement is for the OCC Phlebotomy Program and is the standard affiliation agreement for this program. The CEO recommended approval of this affiliation agreement.

Board Action: Trustee William Hudson made a motion to approve the affiliation agreement for the Phlebotomy Program with Daviess County Hospital, Washington, Indiana, as recommended. Trustee Michael Correll seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-I. Affiliation Agreement with Dr. Rachel Winters – Medical Assistant: IECC wishes to enter into an affiliation agreement with the office of Dr. Rachel Winters, located in Lawrenceville, Illinois. This affiliation agreement is for the LTC Medical Assistant Program and is the standard affiliation agreement for this program. The CEO recommended approval of this affiliation agreement.

Board Action: Trustee William Hudson made a motion to approve the affiliation agreement for the Medical Assistant Program with the office of Dr. Rachel Winters, Lawrenceville, as recommended. Trustee Michael Correll seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-J. Affiliation Agreement with Marion VA Center – Medical Office Assistant: IECC wishes to enter into an affiliation agreement with the Department of Veterans Affairs Medical Clinic, located in Marion, Illinois. This affiliation agreement is for the OCC Medical Office Assistant Program and is the standard affiliation agreement for this program. The CEO recommended approval of this affiliation agreement.

Board Action: Trustee William Hudson made a motion to approve the affiliation agreement for the Medical Office Assistant Program with the Department of Veterans Affairs Medical Clinic, Marion, as recommended. Trustee Michael Correll seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting

nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-K. Appointment of Audit Committee: The Board of Trustees has established an Audit Committee comprised of two Board members to review the annual audit with the District's auditors. The Audit Committee submits a report to the Board concerning the annual audit and following this review, the full audit is presented to the Board for its consideration and approval. Members of the Audit Committee serve until such time as they are replaced. Trustees John Brooks and Marilyn Wolfe were last appointed to be members of the committee. The CEO recommended that the Board of Trustees appoint two trustees to serve as members of the Audit Committee.

Board Action: Trustee Walter Koertge made a motion that Trustees John Brooks and Marilyn Wolfe be appointed members of the Board of Trustees Audit Committee. Trustee William Hudson seconded the motion and on a viva voce (by the voice) vote the Chair declared the motion carried.

#8-L. FY2011 General Insurance: The District's current general insurance carrier (Wells Fargo/Indiana Insurance) has provided renewal rates for FY2011. These renewal rates represent a \$17,443 increase over the current premiums. The expiring rates total \$423,104 and the renewal rates total \$440,547. The premium for the package coverage for property, general liability, errors and omissions, inland marine, terrorism, broadcast, umbrella liability, cyber liability, boiler coverage, crime, fiduciary, and foreign liability had a net increase of \$3,800. However, the District is insuring more property than last year (the Advanced Manufacturing building and more than a hundred thousand dollars worth of new equipment housed in the building). The automobile coverage cost increased by \$5,750 because of the increasing value of the District's fleet. (Workforce Education added a Ford F-250 pick-up and a \$288,000 Smoke Truck/Mobile Trainer). The remaining \$7,900 was caused by an increase in the District's workers' compensation loss ratio. The CEO recommended that the Board accept the general insurance renewal rates as presented.

Board Action: Trustee Marilyn Wolfe made a motion to accept the renewal rates for the District's general insurance as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-M. Agreement with Wabash Valley Youth in Action – WVC Pool: Since 1981, Wabash Valley College has operated its swimming pool and adjacent areas through a cooperative agreement with the Mt. Carmel YMCA. The Mt. Carmel YMCA has dissolved. In its place has been created a Wabash Valley Youth in Action organization which is comprised of many of the same individuals that worked within the YMCA structure. Wabash Valley Youth in Action wishes to assume the rights and obligations under the agreement that existed with the Mt. Carmel YMCA. The agreement attached is substantially similar to the agreement under which the College and the YMCA operated successfully. The CEO recommended approval of the following agreement with Wabash Valley Youth in Action.

AGREEMENT

Illinois Eastern Community College District #529 and Wabash Valley College (hereinafter College) and Wabash Valley Youth in Action do hereby agree as follows:

WHEREAS, College and Wabash Valley Youth in Action wish to establish an ongoing relationship regarding the swimming pool located on the College campus and the mutual use thereof, and

WHEREAS, the College and Mt. Carmel YMCA have terminated their Agreement and Wabash Valley Youth in Action wish to establish a similar working relationship; and

WHEREAS, the College also has a fitness center on its campus which both parties desire to have mutual use of; and

WHEREFORE, College and Wabash Valley Youth in Action have agreed to set forth their understanding for the use and responsibilities of the aforementioned pool and fitness center as follows:

1. The College shall operate, manage, control and maintain the pool facilities in compliance with all Department of Health and other regulatory agencies.

2. The Wabash Valley Youth in Action desires to be able to offer said use of the pool to its membership, and College is in agreement to allow said continued access and use.

3. The College and Wabash Valley Youth in Action also hereby agree to allow its membership the access and use of the College fitness center.

4. That in consideration for the Wabash Valley Youth in Action and its members being able to use the College pool and College fitness center, the Wabash Valley Youth in Action shall pay College One Thousand Dollars (\$1,000.00) per month, commencing on June 1, 2010 and continuing on the first day of the month for every month during the life of this agreement.

5. The College charges its membership a fee for access to the pool and the fitness center. Likewise, the Wabash Valley Youth in Action charges its membership a fee for access to the pool and the fitness center. It is the agreement of the parties that they will work to make these fees identical, and that neither party will change the agreed upon fee without consultation and agreement with the other party. The parties agree that the fees will be identical within 90 days of the effective date of this agreement.

6. This Agreement is effective from June 1, 2010, with a termination date at midnight on June 30, 2011. This contract will be reviewed by the parties on 60 days notice by either party prior to the termination date for review and any amendment. This agreement shall be renewed annually but if it is not renewed by the termination date, the agreement will continue for successive one month periods, until notice of termination is given.

7. The Wabash Valley Youth in Action members will have use of the College fitness center; however, no children under the age of twelve (12) years old will be allowed to work out in the fitness center. In order to help enforce this, the members are to present a membership card to access the fitness center and the pool.

8. The operating hours of the pool shall be by agreement, and at the commencement of this agreement they shall remain significantly the same as in existence prior to June 1, 2010.

9. There will also be access given to the pool by non-members at a per usage charge set by the college.

10. Both College and Wabash Valley Youth in Action will maintain adequate liability insurance coverage and will name the other party as a named insured. The failure of either party to meet this requirement of liability insurance shall be grounds for the immediate termination of this agreement.

Board Action: Trustee William Hudson made a motion to approve the foregoing agreement with Wabash Valley Youth in Action for operation of the WVC swimming pool as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-N. Lease Agreements: The following IECC leases were presented for Board information and for Board of Trustees approval as indicated:

1. OCC Cosmetology Lease – lease for the Cosmetology program property located at 104 E. Main, Olney, IL to extend the lease through June 30, 2011. Monthly rent remains at \$1,200.00. **Board of Trustee Action is Required.**

2. IECC/Elvan Wallace and A. Carol Wallace – lease for the Frontier Newton Center located at 207 E. Jourdan St., Newton, IL extended to June 30, 2011, at the current monthly rental of \$875.00. **Board of Trustee Action is Required.**

3. OCC Phlebotomy and Massage Therapy Lease – lease for the Phlebotomy and Massage Therapy programs located at 108 East Main Street, Olney, IL. A three year lease began September 1, 2005 and is hereby extended to June 30, 2011. The monthly rent remains at \$1,500.00 per month. **Board of Trustee Action is Required.**

4. IECC and Prairie State Generating Company – lease for the Coal Mining Training Program facility located in Venedy, IL, beginning November 2009 and continuing month to month until terminated by 30 days notice of either party. No monthly rental charge is paid.

5. IECC/WVC Foundation Lease – lease for building located at 310-314 West Third Street, Mt. Carmel, IL for Advanced Manufacturing Training. Lease began on July 25, 2009 and terminates on July 25, 2014. The monthly rental is \$5,091.86 and remains constant throughout the term of the lease.

6. IECC Business and Industry Training Lease – lease for building located at 218 East Main Street, Olney, IL for Business and Industry Training, Small Business Development Center, and LWIA 23 staff. Lease began February 1, 2010 and ends June 30, 2011 at a monthly rental rate of \$2,000.

7. IECC/WED Girard Facility Lease – lease of facility for Workforce Education Staff and classroom space at 170 West Center Street, Girard, IL. Lease begins on July 1, 2010 and ends June 30, 2012 at the current rate of \$800 per month. **Board of Trustees Action is Required.**

8. IECC/LTC and City of Robinson - Intergovernmental Agreement between IECC/LTC and the City of Robinson for the Lease, Operation and Use of a Fitness Center located at 501 South Cross Street.

9. IECC/FCC Foundation Hall Lease – Lease by IECC/FCC of a building commonly known as Foundation Hall owned by Frontier Community College Foundation and located adjacent to the campus of Frontier Community College. Lease began July 1, 2008 with two year extensions and is proposed to be extended to June 30, 2012. In lieu of rent, IECC agrees to provide maintenance to the building's interior and exterior, provide janitorial services, telephone, insurance, and utility services. **Board of Trustees Action is Required.**

10. IECC/FCC/and Frontier Community College Foundation Extension Building Sublease – The Frontier Community College Foundation currently leases a building located at 2-B Frontier Drive, Fairfield, IL, commonly known as the Extension Building to the University of Illinois Board of Trustees. IECC subleases from the Foundation reasonable access and use of the facility for college purposes. This sublease began July 1, 2001 and is proposed to be extended to June 30, 2012. In lieu of rent, IECC agrees to provide maintenance to the building's interior and exterior, provide janitorial services, telephone, insurance, and utility services. **Board of Trustees Action is Required.**

11. IECC/WVC Foundation Lease – Wabash Valley College Administration occupies approximately 1,600 square feet of the Foundation Building at 2201 College Drive. In exchange for this use, the College District provides mowing, snow clearing and routine maintenance of the building. The term of the new lease would be from July 1, 2010 through June 30, 2012, without change in the terms of the lease. **Board of Trustees Action is Required.**

12. IECC/WVC WVJC Radio Tower – Lease of Property – The District leased 1.68 acres in Wabash County for thirty years for the placement of the WVJC antenna from October 1, 1976 to September 30, 2006. The administration is currently in negotiation with the current owner to extend the lease.

13. IECC/FCC Flora Center Lease – New location and lease details are being prepared by the City of Flora.

Board Action: Trustee Brenda Culver made a motion to approve foregoing IECC lease agreements as recommended. Student Trustee Laurel Pennington seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea.

Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9 – “Bid Committee Report” –

#9-A. Workforce Education – Mobile Maintenance Classroom – Diesel Powered: The CFO presented the following recommendation of the Bid Committee for a Mobile Maintenance Classroom, diesel powered, for Workforce Education: Farber Specialty Vehicles, Reynoldsburg, Ohio, \$248,400.

Source of Funds: DCEO Coal Grant. Department: Workforce Education.

Recommendation: The CEO recommended approval of the foregoing recommendation of the Bid Committee as outlined.

Board Action: Student Trustee Laurel Pennington made a motion to approve the foregoing recommendation of the Bid Committee to accept the bid of Farber Specialty Vehicles for a Mobile Maintenance Classroom – Diesel Powered, as outlined. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 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 \$6,403,859.99, as of May 31, 2010.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for June 2010, totaling \$730,069.79, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Marilyn Wolfe made a motion to approve payment of district financial obligations for June 2010, in the amounts listed, and payments from the revolving fund for May 2010. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 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. The Higher Learning Commission recently conducted a visit of IECC off-campus sites.
2. Special recognition was given to two retiring college presidents, Jackie Davis of Olney Central College, and Beverly Turkal of Lincoln Trail College; also to Susan Renee Smith, Executive Assistant to the CEO.
3. On June 4, in Springfield, the ICCTA awarded a Certificate of Merit to Harry Hillis, Jr. for being the longest serving board secretary in the state.

AGENDA #12 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #13 – “Approval of Executive Session Minutes” – The following actions were taken relative to executive session minutes.

#13-A. Written Executive Session Minutes: No executive session was held during the regular meeting, Tuesday, May 18, 2010.

#13-B. Audio Recordings of Executive Session: No executive session was held during the regular meeting, Tuesday, May 18, 2010.

#13-C. Semi-Annual Review of Executive Session Minutes: The Board of Trustees having conducted a semi-annual review of executive session minutes as mandated by Section 2.06 of the Open Meetings Act, the CEO presented the following report and recommendations:

A. The following written executive session minutes were reviewed in December 2009 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 20, 1998.
6. Tuesday, June 15, 1999.
7. Tuesday, July 20, 1999.
8. Tuesday, February 20, 2001.
9. Tuesday, March 20, 2001.
10. Tuesday, June 19, 2001.
11. Tuesday, July 17, 2001.
12. Tuesday, August 21, 2001.
13. Tuesday, September 18, 2001.
14. Tuesday, June 18, 2002.
15. Tuesday, July 16, 2002.
16. Tuesday, August 20, 2002.
17. Tuesday, September 17, 2002.
18. Tuesday, December 10, 2002.
19. Tuesday, February 18, 2003.
20. Tuesday, June 17, 2003.
21. Tuesday, August 19, 2003.
22. Tuesday, September 16, 2003.
23. Tuesday, August 17, 2004.
24. Tuesday, December 14, 2004.
25. Tuesday, June 21, 2005.
26. Tuesday, July 19, 2005.
27. Tuesday, August 16, 2005.
28. Tuesday, April 18, 2006.
29. Tuesday, November 21, 2006.

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in June 2010:

1. Tuesday, February 16, 2010.

C. The following written executive session minutes have been approved and opened to the public record:

1. None.

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. Tuesday, February 16, 2010.

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. None.

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Tuesday, December 8, 2009.
2. Tuesday, January 19, 2010.
3. Wednesday, March 3, 2010.
4. Tuesday, March 16, 2010.
5. Tuesday, April 20, 2010.
6. Tuesday, May 18, 2010.

G. It is recommended that the following previously approved closed meeting minutes be open to the public record:

1. None.

H. It is recommended that the following previously approved closed meeting minutes remain closed to the public record:

1. Tuesday, February 16, 2010.

Board Action: Trustee Brenda Culver made a motion to adopt the foregoing report and recommendations as outlined, for minutes of executive sessions held on the dates listed. Trustee Walter Koertge seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” Voting aye were Trustees John Brooks, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Voting nay was Trustee Michael Correll. Student advisory vote was yea. Trustees absent: None. The Chair declared the motion carried.

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

400.1. Employment of Personnel

- A. Faculty

1. Christopher Boyd, Process Technology Instructor, effective August 12, 2010.

400.2. Change in Status

A. Classified

1. Amanda Sharp, Academic Coordinator, Upward Bound, DO/LTC, to Counselor, Upward Bound, DO/LTC, effective June 16, 2010.

400.3. Intent to Renew CEO Contract

The Board of Trustees gave notice of intent to renew the contract of Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

400.4. Notice of Intent to Renew President Contracts

The Board of Trustees gave notice of intent to renew the contracts of Matt Fowler, President of Wabash Valley College; and Timothy Taylor, President of Frontier Community College.

400.5. Special Assignments for FY2010-2011

Frontier Community College

Academic

1. Rodney Maxey, Lead Inst Auto Tech, \$450
2. Steve Rafferty, Lead Inst Electrical Distribution, \$450

Extra-Curricular

1. TBD, College Bowl Team Advisor, \$400
2. Jeannette Wiles, Phi Theta Kappa Advisor, \$400

Other

1. Galen Dunn, O & M Team Leader, \$5,825

Lincoln Trail College

Academic

1. Travis Matthews, Lead Inst Microcomputer Support Specialist, \$450
2. Paul Stouse, Lead Inst Horticulture, \$450
3. Pauletta Gullett, Lead Inst Health Programs, \$450
4. Chris Boyd, Lead Inst Process Technology, \$450

Athletic

1. Kevin Bowers, Interim Athletic Director, \$3,500

Extra-Curricular

1. Carrie Mallard, Student Senate Co-Advisor, \$500
2. Philip Thorsen, Student Senate Co-Advisor, \$500
3. Kim Stevens, Phi Theta Kappa Co-Advisor, \$350
4. Yvonne Newlin, Performing Arts Coordinator, \$1,500

Other

1. Dan Leggitt, O & M Team Leader, \$5,825

Olney Central College

Academic

1. Mark Fitch, Lead Inst Collision Repair Tech, \$450
2. Tyler Boyles, Lead Inst CRT Auto Service Tech, \$450
3. Russ Jausel, Lead Inst Welding, \$450
4. Amie Mayhall, Lead Inst Medical Office Asst, \$500
5. TBD, Lead Inst Accounting, \$450
6. Penny Campbell, Lead Inst Massage Therapy, \$450

Academic – Nursing

1. Janet Kinkade, Dept Head, Nursing/FCC, \$3,000 + 12 hrs. release time
2. Angelia Williams, Dept Head, Nursing/LTC, \$3,000 + 12 hrs release time
3. Anne Hustad, Dept Head, Nursing/OCC, \$3,000 + 12 hrs. release time
4. Lori Phillips, Dept Head, Nursing/WVC, \$3,000 + 12 hrs. release time

Athletic

1. Nicholas Short, Women's Softball Coach, \$6,000

Extra-Curricular

1. Carmen Jones, Phi Theta Kappa Advisor, \$300
2. Kelly Payne, Asst. Phi Theta Kappa Advisor, \$200
3. Suzanne Downes, Performing Arts Coordinator, \$1,000
4. Lisa Benson, WYSE Coordinator, \$350
5. Laurel Cutright, Asst WYSE Coordinator, \$200
6. Rob Mason, Asst WYSE Coordinator, \$200

Other

1. Larry Gangloff, O & M Team Leader, \$5,825

Wabash Valley College

Academic

1. Judy Neikirk, Lead Inst Social Services, \$450
2. Byford Cook, Lead Inst Advanced Manufacturing, \$550
3. Kyle Peach, Lead Inst Radio/TV \$450; Director of Broadcasting, \$8,000
4. Larry Hoeszle, Lead Inst Diesel Equipment Tech, \$500
5. Linda Kolb, Lead Inst Early Childhood Dev, \$450
6. Steve Hnetkovsky, Lead Inst Agriculture Production, \$450
7. Doug Robb, Lead Inst Agriculture Business, \$450
8. David Wilderman, Lead Inst Marketing, \$450
9. Brian Wick, Lead Inst Gunsmithing, \$450

Extra-Curricular

1. Brenda Phegley, Phi Theta Kappa Advisor, \$400
2. Lyn Huey, Theater Lighting Technician, \$2,000

Other

1. Ron Martin, O & M Team Leader, \$5,825

District Office

Extra-Curricular

1. Nixie Hnetkovsky, Faculty Director of Student Learning Assessment, \$10,000 + 6 hrs. release time
2. TBD, Faculty Coordinator of Student Learning Assessment – FCC, \$2,000
3. Jill Stukenberg, Faculty Coordinator of Student Learning Assessment – LTC, \$2,000

4. Kelly Payne, Faculty Coordinator of Student Learning Assessment – OCC, \$2,000
5. Scott Balding, Faculty Coordinator of Student Learning Assessment – WVC, \$2,000

400.6. Request for Approval of Non-College Employment

A. Faculty

1. Shirley Smithenry, Richland Memorial Hospital, Olney, IL, approximate time per academic year 64-72 days.

400.7. Retirement

A. Classified

1. Susan Renee Smith, Executive Assistant to the CEO, effective June 30, 2010.

400.8. Resignation

A. Professional/Non-Faculty

1. Deana Weber, Program Director of Cosmetology, OCC, effective May 25, 2010.

Personnel Report Addendum

400.9. Employment of Personnel

A. Professional/Non-Faculty

1. Heather Kirkwood, Director of Adult Education, FCC, effective July 19, 2010, contingent upon continued grant funding.
2. Stacey White, Head Women's Basketball Coach, LTC, effective July 1, 2010.

B. Classified

1. Stanley Martin, Library Technician, FCC, effective July 1, 2010.

400.10. Change in Status

A. Professional/Non-Faculty

1. Stacey Legg, Adult Literacy Technician, FCC, to Coordinator of Human Services, FCC, effective July 1, 2010, contingent upon continued grant funding.

B. Classified

1. Stephanie Durham, Temporary Administrative Assistant to the President, WVC, to Full-time Administrative Assistant to the President, WVC, effective June 16, 2010.

400.11. Resignation

A. Professional/Non-Faculty

1. Willard Junsie Cotten, Head Men’s Basketball Coach, LTC, effective July 1, 2010.

#14-A. Amend on Face: Upon recommendation of the CEO, Trustee Brenda Culver made a motion to amend the Personnel Report on its face to show the employment date of Amanda Sharp to be June 16, 2010. The motion was seconded by Trustee William Hudson and on a viva voce (by the voice) vote the Chair declared the motion carried.

#14-B. Amend on Face: Upon recommendation of the CEO, Student Trustee Laurel Pennington made a motion to amend the Personnel Report on its face to delete the name of Kent Staley as temporary O & M Team Leader at FCC. The motion was seconded by Trustee Marilyn Wolfe and on a viva voce (by the voice) vote the Chair declared the motion carried.

#14-C. Board Action to Amend Personnel Report: Trustee William Hudson made a motion to amend the Personnel Report, to add an addendum containing Sections 400.9, 400.10 and 400.11, as recommended. Trustee Brenda 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 carried.

#14-B. Board Action to Approve Amended Personnel Report: Trustee William Hudson made a motion to approve the foregoing amended Personnel Report as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

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

AGENDA #18– “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Walter Koertge made a motion to adjourn. Student Trustee Laurel Pennington seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:35 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

- A. Visitors and Guests**
- B. IECEA Representatives**

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)

None

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

2010-2012 Catalog

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2009
RE: 2010-2012 IECC Catalog

The District prints an annual catalog setting forth all the courses, programs, degrees and certificates, along with the district policy that applies to the operation of the district and its students. Throughout the year, the Board is asked to approve changes to the catalog. Those changes are added to the electronic version of the District's catalog on the IECC website and this amended electronic version becomes the binding document for the District's relationship with students, faculty, and staff.

The amended catalog has been sent to you for review and is posted on the IECC website.

Over the past several years, usage of the catalog by high school counselors and others has changed. This has allowed the District to revise the catalog and make it less of a marketing piece and more a listing of courses, degrees, programs and policy statements. This change in format has reduced the cost from \$12,000.00 to \$7,000.00 for 2000 copies of the catalog.

I am asking for the Board's approval to print a new version of the catalog incorporating these already approved changes.

TLB/rs

Attachment

ADDITIONS/CHANGES/DELETIONS FOR 2010-2012 CATALOG

Added Graphic Arts & Design Certificate – FCC	8/09
Added Engine Performance Specialist Certificate – FCC	8/09
Added Automotive Service Specialist Certificate – FCC.....	8/09
Revised Automotive Technology Degree – FCC	8/09
Removed Automotive Service Tech II Certificate – FCC	8/09
Added Welding Certificate – LTC.....	8/09
Revised Medical Office Assistant Degree – OCC.....	8/09
Added Coal Mining Technology Certificate – WVC	8/09
Revised Health Careers Certificate – FCC, LTC, OCC, WVC	8/09
Revised Full Time College Employees and Faculty Section.....	8/09
Correction made to AGP D125.....	9/09
Revised Cooperative Agreements.....	9/09
Revised Full Time College Employees and Faculty Section.....	9/09
Revised Financial Information.....	9/09
Revised Diesel Uniform Fee	10/09
Correction to number of total credit hours for LTC Welding Certificate.....	10/09
Revised Allied Heath, page 68 #4.....	11/09
Revised Medical Office Asst. – OCC.....	11/09
Revised Full Time Employees.....	11/09
Revised Lewis and Clark Cooperative Agreement.....	12/09
Revised DIESL – D535 Diesel Equipment Technology.....	1/10
Removed HIM D193, Health Information Technology-LTC.....	1/10
Added Manufacturing Design (MANUF C556)- WVC	1/10
Added Advanced Machining (MANUF C557)- WVC.....	1/10
Added Automation (NANUF C559) – WVC	1/10
Added Reliability Maintenance (MANUF-C558)-WVC.....	1/10
Revised Financial Information: Tuition, Science Course Fees, Tuition Waivers.....	1/10
Revised Full Time College Employees and Faculty Section.....	1/10
Added Industrial Leadership & Organization (MANUF 567) WVC	2/10
Revised Social Services Specialist Degree (SSS D425) WVC	2/10
Added Biofuels (ENRGY C122) WVC.....	2/10
Revised page 20, page 42 and page 51-WWW.FAFSA.GOV	2/10
Update Financial Information- Online Tuition, Student Support Fee	2/10
Revised Academic Calendar – Summer Semester 2010.....	2/10
Revised Career and Technical Information	2/10
Removed Electronic Technology, Industrial Studies Cert. & Degree, Machine Shop Technology, Manufacturing Certificate from WVC.....	2/10
Revised DIESL – D535 Equipment Technology.....	3/10
Revised Associate in General Studies Degree (p. 52)	3/10
Added Medical Lab Technology (MEDLB) D344 –OCC.....	3/10
Revised Diesel Equipment Technology, Diesel – D535 at WVC	3/10
Updated Inside Cover	3/10
Revised Financial Aid Special Designated Rates – ADN, Practical Nursing and Radiography	3/10

Revised Allied Health for designated tuition classes.....	3/10
Revised Financial section –Federal Grants and Loan Section (p.42)	3/10
Inside cover revised	4/10
Academic Information updated.....	4/10
Financial section updated	4/10
Allied Health updated	4/10
WVC updated- typo error on AGR 2292course prefix.....	4/10
Full Time Employee section updated	4/10
Truck Driving (TRK 1201)	5/10
Cooperative Agreement updated- Kaskaskia College	5/10
Changed program title of ACT D140- OCC.....	5/10
Financial Section – Added fee for Health Information Management test	5/10
Full Time Employee section updated	5/10
WVC updated.....	5/10
Allied Health updated- Basic Nurse Assistant.....	5/10
Welding(WELDC571) Revised.....	5/10
Construction Laborer C207 & C208 Revised.....	5/10
Accounting ACTD140 Name change and Program revised.....	5/10
Updated welding fee on Financial Page.....	6/10
Added ISS Specialist, Applications Specialist, Hardware Support Specialist Network+ Specialist, Microsoft Certified Applications, and A+ Certifications.....	6/10
Added Quickbooks , Professional Bookkeeping, and Welding(OCC)	6/10
Added Welding (WELD C276)	7/10
Revised Truck Driving fee	7/10

Agenda Item #8B

2011-2013 Academic Calendar

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Academic Calendar 2011-2013

In preparation for approval of the 2 year catalog, a two year academic year must be considered and adopted by the Board of Trustees.

Under contract guidelines, the District is to consult with the Illinois Eastern Community College Education Association on the academic calendar. Pam Schwartz and President Rodney Ranes met with President Rob Mason, the association's representative, and discussed the proposed calendar. Following that discussion, a completed calendar was submitted to Rob Mason, the Association President, for review and comment. No objections to the proposed academic calendar have been raised.

I ask the Board's approval of the academic calendar as proposed.

TLB/rs

Attachment

Academic Calendar

2011 – 2013

2011 Fall Semester

August..... 15-16	Faculty Workshop
August..... 17-19	Registration, Testing
August.....22	First Day of Classes
September5	Colleges Closed. Labor Day
September16	Constitution Observance Day. Classes in session
October.....4	No Classes. District Faculty/Staff Professional Development Day
October.....10	Colleges Closed. Columbus Day
October.....12	Midterm
November.....11	Colleges Closed. Veteran's Day
November..... 24-25	Colleges Closed. Thanksgiving
December12	Last Day of Classes
December 13-16	Final Exams
December19	Last Day of Semester.

(Colleges closed December 20 – January 2, 2012. Winter Break)

2012 Spring Semester

January3	Colleges Open. Faculty Workshop
January 4-5	Registration, Testing
January6	First Day of Classes
January16	Colleges Closed. Martin Luther King, Jr. Day
February20	Colleges Closed. President's Day
March2	Midterm
March5	No Classes. Casimir Pulaski Holiday
March 6-9	No Classes. Spring Break
April6	Colleges Closed. Spring Holiday
May4	Last Day of Classes
May 7-10	Final Exams
May11	Last Day of Semester/Graduation

2012 Intersession

May14	First Day of Classes
May25	Midterm
May28	Colleges Closed. Memorial Day
June1	Last Day of Intersession

2012 Summer Semester

June4	Faculty Workshop
June5	First Day of Classes
June29	Midterm
July4	Colleges Closed. Independence Day
July27	Last Day of Classes
July 30-31	Finals

2012 Fall Semester

August	9-10	Faculty Workshop
August	13-15	Registration, Testing
August	16	First Day of Classes
September	3	Colleges Closed. Labor Day
September	17	Constitution Observation Day. Classes in Session
October.....	2	No Classes. District Faculty/Staff Professional Development Day
October.....	8	Colleges Closed. Columbus Day
October.....	11	Midterm
November.....	12	Colleges Closed. Veteran's Day Observed
November.....	22-23	Colleges Closed. Thanksgiving.
December	7	Last Day of Classes
December	10-13	Finals
December	14	Last Day of Semester

(Colleges Closed December 19 –January 1, 2013. Winter Break)

2013 Spring Semester

January	2	Colleges Open. Faculty Workshop
January	3-4	Registration, Testing
January	7	First Day of Classes
January	21	Colleges Closed. Martin Luther King, Jr. Day
February	18	Colleges Closed. President's Day
March	1	Midterm
March	4	No Classes. Casimir Pulaski Holiday
March	5-8	No Classes. Spring Break
March	29	Colleges Closed. Spring Holiday
May	3	Last Day of Classes
May	6-9	Final Exams
May	10	Last Day of Semester/Graduation

2013 Intersession

May	13	First Day of Classes
May	21	Midterm
May	27	Colleges Closed. Memorial Day
May	31	Last Day of Intersession

2013 Summer Semester

June	4	Faculty Workshop
June	5	First Day of Classes
July	1	Midterm
July	4	Colleges Closed. Independence Day
July	29	Last Day of Classes
July	30-31	Finals

Agenda Item #8C

Joint Agreement with John A. Logan College

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Joint Agreement with John A. Logan College

Attached is the Joint Agreement between Illinois Eastern and John A. Logan College. Changes and updates to this agreement are:

John A. Logan College added:

ASL/Deaf Studies	AAS Degree/Certificate
Educational Interpreting Professional	AAS Degree/Certificate
Residential Construction Management	AAS Degree
Tourism Management	AAS Degree

John A. Logan College removed:

Graphic Design	AAS Degree/Certificate
----------------	------------------------

I request Board approval of the joint agreement with John A. Logan College.

TLB/rs

Attachment

***A Joint Agreement for Educational Cooperation Between
John A. Logan College, District #530 and
Illinois Eastern Community Colleges, District #529***

This agreement effective Fall semester, 2010 entered into between the Board of Trustees of the above listed community colleges, for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Purpose

It is the desire of the districts entering into this agreement 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.

I. Instructional Identification

For the purpose of this agreement, the college district sending the students to another college will be referred to as the “sending district” and the college receiving students from another district will be referred to as the “receiving district.”

II. Educational Programs

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.

John A. Logan College, District #530, agrees to accept students from **Illinois Eastern Community Colleges, District #529**, in the following programs:

Name of Program	Degree
Architectural Technology	AAS Degree
ASL/Deaf Studies	AAS Degree/Certificate
Cardiac Medical Sonography	Advanced Certificate
Construction Management Technology	AAS Degree
Dental Assisting	Certificate
Dental Hygiene	AAS Degree
Educational Interpreting Professional (Online)	AAS Degree/Certificate
Interpreter Preparation	AAS Degree
Residential Construction Management	AAS Degree
Tourism Management	AAS Degree

All mutually approved interactive courses in the distance learning program. All Department of Corrections training courses.

The sending college may assist the receiving college in locating suitable training stations and clinical facilities within the confines of the sending college's district for the purpose of providing laboratory and clinical instruction by the receiving college for the convenience of the sending college's students enrolled in any of the programs covered by this agreement.

Illinois Eastern Community Colleges, District #529, agrees to accept students from **John A. Logan College, District #530**, in the following programs:

Name of Program	Degree
Agricultural Technology/Production	AAS Degree
Diesel Equipment Technology	AAS Degree
Horticulture	AAS Degree/Certificate
Industrial Quality Management	AAS Degree/Certificate
Radio-TV Broadcasting	AAS Degree
Telecommunications Technology	AAS Degree/Certificate

All mutually approved interactive courses in the distance learning program. All Department of Corrections training courses.

III. *Student Enrollment and Responsibility*

The cooperating institutions allow enrollment in programs included in this 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.

Students wishing to pursue a program contained in this agreement may enroll in the college offering the program. The student will pay tuition, fees and any other charges applicable to the district's students. The students from the sending district will assume the same responsibilities 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 the sending and receiving district.

IV. *Receiving District's Responsibility*

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 receiving college will award any certificate or degree earned by the student.

V. *Finance*

The receiving district shall claim credit hours or other state and federal reimbursement normally received for students of its district for any program contained in this agreement, but will receive no equalization for these students. The sending district will pay no chargeback to the receiving college for any program contained in this agreement, but will receive equalization for these students.

If a student from the sending district enrolls in a program listed in this agreement and subsequently 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 the 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. The letter will either be sent directly to the receiving district or given to the student.

VI. *Publicity and Catalog*

The sending college will list the educational programs of the receiving college, which are included in this agreement, in its catalog and other informational brochures.

VII. *Amendments to Agreements*

This agreement will be reviewed annually or at any time by mutual written consent of the 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 the participating colleges. In the event of such termination, students who have entered the educational programs covered by this agreement shall be allowed to complete said programs.

IX. The following responsible college representatives commit the aforementioned agencies to this joint agreement.

***John A. Logan College
District #530***

President Date

Chairman, Board of Trustees Date

Secretary, Board of Trustees Date

***Illinois Eastern Community Colleges
District #529***

Chief Executive Officer Date

Chairman, Board of Trustees Date

Secretary, Board of Trustees Date

Agenda Item #8D

Academic Transfer Partnership with Western Illinois University

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: July 20, 2010

RE: Academic Transfer Partnership between Illinois Eastern Community Colleges
And Western Illinois University's Bachelor of Arts in General Studies
Degree Program

The following Academic Transfer Partnership between IECC and Western Illinois University is an agreement which will allow place-bound students within the IECC District to earn a Bachelor of Arts degree online from Western Illinois University without being required to relocate. Through this partnership, IECC can market a bachelor completion program to students and WIU can provide additional educational opportunities to students who are unable to attend one of the WIU campuses.

Students who have completed the Associate in Arts, Associate in Science and Arts, or Students who have completed the Associate in Arts, Associate in Science and Arts, or Associate in Science Degree through Illinois Eastern Community Colleges and wish to transfer to Western Illinois University into the Bachelor of Arts in General Studies (BGS) degree program may be admitted to the degree program as long as the minimum required admission standards have been achieved. These requirements include Western Illinois University or IAI General Education requirements, Western Illinois University's math competency requirement, and Western Illinois University's First Year Experience (FYE) requirement. A maximum of 80 semester credit hours may be transferred from Illinois Eastern Community Colleges and applied toward the 120 semester hours required for a BGS degree.

A student who completes an Associate in Applied Science degree, an Associate of General Studies (AGS), or a student who transfers to the BGS degree program before earning an Associate in Arts, Associate in Science and Arts or an Associate in Science degree, will have his/her transcript evaluated on a course by course basis

I request Board approval of the Academic Transfer Partnership with Western Illinois University.

TLB/rs

Attachment

**Academic Transfer Partnership between
Illinois Eastern Community Colleges
and
Western Illinois University's
Bachelor of Arts in General Studies
Degree Program**

Building on Partnerships

A SHARED COMMITMENT

July 2010

ADMISSION AGREEMENT

Illinois Eastern Community Colleges (Frontier Community College, Lincoln Trail College, Olney Central College and Wabash Valley College) and Western Illinois University agree to facilitate the transfer of students who have enrolled in the Illinois Eastern Community Colleges' Associate in Arts, Associate in Science and Arts, and Associate in Science degree programs and wish to enroll in the Western Illinois University's Bachelor of Arts in General Studies (BGS) degree program. Students of Illinois Eastern Community Colleges Associate's degree programs may take one or more courses, and at the same time work toward completing WIU's Board of Trustees Bachelor of Arts Degree without campus attendance at Western Illinois University.

A key benefit of this partnership agreement is that place-bound students within the Illinois Eastern Community Colleges area can now earn a Bachelor of Arts degree from Western Illinois University without being required to relocate. Therefore through association, Illinois Eastern Community Colleges can market a bachelor completion program to students and Western Illinois University can provide additional educational opportunities to students who were unable to attend one of the WIU campuses.

Students who have completed the Associate in Arts, Associate in Science and Arts, or Associate in Science Degree through Illinois Eastern Community Colleges and wish to transfer to Western Illinois University into the Bachelor of Arts in General Studies (BGS) degree program may be admitted to the degree program as long as the minimum required admission standards have been achieved. These requirements include Western Illinois University or IAI General Education requirements, Western Illinois University's math competency requirement, and Western Illinois University's First Year Experience (FYE) requirement. A maximum of 80 semester credit hours may be transferred from Illinois Eastern Community Colleges and applied toward the 120 semester hours required for a BGS degree.

A student who completes an Associate in Applied Science degree, an Associate of General Studies (AGS), or a student who transfers to the BGS degree program before earning an Associate in Arts, Associate in Science and Arts or an Associate in Science degree, will have his/her transcript evaluated on a course by course basis. The most current course by course articulation information is available to transfer students through the WIU Admissions Office.

1. Students who wish to participate in this partnership program shall complete the Western Illinois University Bachelor of Arts in General Studies degree program application (online or paper), pay the one-time, non-refundable application fee, and supply the degree program office at Western Illinois University with official transcripts from all previously attended institutions. This application may be completed through the Western Illinois University web site (<https://www.student.services.wiu.edu/admissions/BOT/application/>). If necessary, Western Illinois University will mail the student the Western Illinois University BGS degree program application.

2. Applicants must meet all admission criteria at the time they officially matriculate to Western Illinois University. Admission to Illinois Eastern Community Colleges does not constitute admission to Western Illinois University's Bachelor of Arts in General Studies degree program. Applicants are subject to all policies and procedures of each institution.

Western Illinois University Bachelor of Arts in General Studies degree admission requirements:

- A. Be at least 5 years beyond high school graduation, or have completed an Associate's Degree, or have earned at least 60 hours of college credit. If a student has served one year active duty and not attended another regionally accredited institution in the last two years, this requirement will be waived. (Copy of current orders or DD-214 required for documentation.)
- B. A minimum 2.0 GPA from the last institution attended on a 4.0 scale.
- C. A minimum cumulative 2.0 GPA from all schools attended on a 4.0 scale.
- D. If you do not meet the admissions requirements identified in B and C above, you may be considered for admission if:
 1. You have been separated from higher education institutions for five or more years.
 2. You submit a letter of explanation to the office of Non-Traditional Programs explaining past academic performance and why you should be admitted in to the Board of Trustees Degree Program.

Any former WIU student admitted to the degree program under option D above will continue under the last transcribed academic standing status (e.g. academic probation, academic warning).

Students who do not meet the criteria identified in A - D above may appeal to the BGS Advisory Committee for admission.

Note: Students who have been academically suspended or dismissed from Western Illinois University must be readmitted to the University before seeking admission to the BGS degree program.

3. Applicants must request an original transcript from all other institutions previously attended be forwarded directly to the degree program office at Western Illinois University before they will receive transcript evaluations from Western Illinois University.
4. If a student takes courses "on-site" at a Western Illinois University campus, State of Illinois law requires students to furnish proof of proper immunization against certain

communicable diseases. Full information concerning this requirement may be obtained from Beu Health Center on the Macomb campus of Western Illinois University by calling (309) 298-1888. A health form will be sent from Western Illinois University and must be on file before the student may begin classes “on-site” at Western Illinois University.

5. Western Illinois University BGS students may appeal the implementation of any University regulation that relates to admission, academic standards, or graduation by submitting a formal written appeal to the BGS Advisory Committee.
6. Upon receipt of a completed Western Illinois University Bachelor of Arts in General Studies degree program application (online or paper), application fee, and all necessary official transcripts that verify transfer eligibility, and minimum admission criteria met, an acceptance will be granted into the Bachelor of Arts in General Studies degree program. The student will receive written notification of this acceptance.
7. Western Illinois University will provide regular updates of course evaluations that will assist the student in tracking his or her progress toward meeting baccalaureate degree requirements. To earn the Western Illinois University Bachelor of Arts in General Studies degree, the following graduation requirements must be met:
 - A. Complete 120 semester hours
 1. Western Illinois University or IAI General Education requirements, which can be met by completing the required curriculum as outlined in the University *Undergraduate Catalog*; or through the completion of an Associate of Arts, completion of an Associate of Science, or completion of an Associate of Arts and Science at any regionally accredited educational institution.
 2. 40 semester hours from a four-year institution.
 3. 40 semester hours of upper-division credit.
 4. 30 semester hours from Western Illinois University.
 5. 16 semester hours of upper-division courses from Western Illinois University.

6. Maintain a minimum 2.0 GPA from all coursework at Western Illinois University.
- B. Complete one Writing Instruction in the Discipline (WID) course OR a BGS Writing course by completing one of the following options:
1. Receive a passing grade in one of the Western Illinois University courses specifically designated as a WID course in the University *Undergraduate Catalog*.
 2. Receiving a passing grade in an approved BGS Writing courses are BC 323, 325, 328, CS 320, ENG 380, 381; HIS 422; LEJA 484, 485; PHIL 330; SOC 300, 360; UNIV 490, and WS 360
- C. Complete one math competency course. Students must fulfill the competency requirement which illustrates their ability to use general baccalaureate-level skills in mathematics by one of the following means:
1. Receive University credit for Math 100, Core Competency in Math (3 s.h.).
 2. Receive a satisfactory score on an assessment instrument designated by the Department of Mathematics.
 3. Receive University credit for a mathematics course which lists Math 100 as a prerequisite.
- D. Complete the University First Year Experience (FYE) requirement. The FYE is a comprehensive approach to ensure first year students make a successful transition to college. This requirement will apply only to students with less than 24 hours of completed coursework who are enrolled full time in 12 or more hours.
8. Students transferring to Western Illinois University will start with a new grade point average provided they have never attended WIU. Students on federal financial aid have a time frame allowed for degree completion. Credit hours, as determined by the Financial Aid office, would be counted toward the number of semesters a student could receive financial assistance if they wish to maintain financial aid. Students must graduate within 150% of the credit hours necessary to receive a degree.
 9. Students in this partnership program will follow the *Western Illinois University Undergraduate Catalog* in effect the date they begin their participation in this partnership program, unless otherwise requested.

Tuition

1. Students who reside within the State of Illinois qualify for in-state rates at Western Illinois University. Students who take courses online, Independent Study, at any extension site, or at the campus in the Quad Cities regardless of residence will qualify for in-state rates at Western Illinois University.
2. Western Illinois University has implemented a cost guarantee for tuition and fees for all undergraduate students. Upon enrolling at Western Illinois University all new undergraduate students entering the University are automatically included in the plan which will lock in the per-hour rate of their entire four-year college education, freezing the annual rate for tuition, fees, and Macomb campus room and board. Students will pay the same rate for four straight years, as long as the student maintains continuous enrollment. Western Illinois University was the first public university in Illinois to offer this guarantee and is still the only public university in the state to include fees and room and board as part of the guarantee. This offer extends to students enrolled at the Quad Cities campus as well, minus the room and board and health insurance costs.

In addition, WIU has implemented a cost guarantee for tuition and fees for all transfer undergraduate students who will earn or have earned an Associate's degree and matriculate the semester following the completion of an Associate's degree, which reduces and freezes the per-hour tuition and fee rate at last year's rates. The tuition and fee rate will be fixed for a four-year period and remain in effect as long as the student maintains continuous enrollment in the University as an undergraduate. Detailed information regarding tuition is located at www.wiu.edu/tuition/.

Fees

1. When applying for admission to the Western Illinois University Bachelor of Arts in General Studies degree program, students are assessed a one-time, non-refundable application fee of \$25 for online applications and \$30 for paper applications.
2. All Western Illinois University students are assessed a one-time fee of \$15.00 for official transcripts from Western Illinois University. This fee will be charged to the student upon being accepted into the Bachelor of Arts in General Studies degree program at Western Illinois University.
3. Students will be assessed a \$30 per semester hour instructional enhancement charge for all courses designated Internet (I, IC, and BOT-IC) and Extension site (E). This distance learning instructional enhancement charge is applicable only to new students, students who re-enroll at the University under new Cost Guarantee programs (i.e. future new

student cohorts and students who do not maintain continuous enrollment), and non-degree graduate students.

4. WIU students must pay student fees.

Financial Aid

1. All students seeking financial aid must complete the Free Application for Federal Student Aid (FAFSA).
2. Students receiving financial aid should indicate Western Illinois University's financial aid number on their financial aid renewal form prior to transferring.
3. Students awarded financial aid at WIU must meet Western Illinois University standards for satisfactory progress. Copies of the standards are available from the Financial Aid office (<http://fa.wiu.edu/>) at WIU.

Scholarships

1. Western Illinois University has several scholarships reserved for transfer students. For specific information, contact the Scholarship Office online (<http://www.wiu.edu/Scholarships/>) or at 309/298-2001.

Student Services

1. Western Illinois University will provide enrolled students financial aid counseling, academic advising services, personal and career counseling, an upper-division academic assistance program, access to library services and career placement services for Western Illinois University graduates. Each BGS student is assigned a specific designated Western Illinois University academic adviser who will be the primary contact person for this student. The adviser can be reached at 309/298-1929 or through e-mail at NP-BOT@wiu.edu.
2. Each semester, Western Illinois University will provide a copy of the student's evaluation of coursework to track his or her requirements toward degree completion.

This Agreement shall commence upon the Effective Date and shall automatically renew each year, consecutive terms, until terminated by either party by providing at least one hundred twenty (120) days written notice to the other party prior to the commencement of any subsequent renewal term. The individual program directors will review and update the Agreement annually

as needed. In the event that the Agreement is terminated, Western Illinois University will allow all accepted students to complete the program.

SIGNATURE PAGE

WESTERN ILLINOIS UNIVERSITY

Dr. Alvin Goldfarb
President

Dr. Jack Thomas
Provost and Academic Vice President

Dr. Richard Carter
Director, Bachelor of Arts in General Studies

ILLINOIS EASTERN COMMUNITY COLLEGES

Terry Bruce
Chief Executive Officer

Point of Contact for Marketing and Promotion initiatives:

Pam Schwartz

(618)393-2982, Ext. 5540

schwartzp@iecc.edu

Point of Contact for Student Advising, Articulation, and Transfer issues:

Chris Cantwell

(618) 393-2982, Ext. 5510

cantwellc@iecc.edu

Effective Date _____

Agenda Item #8E

Telephone Contract with Clearwave Communications

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
SUBJECT: Telephone Contract with Clearwave Communications

Alex Cline and Jack Dunn have completed a comprehensive review of the District's telecommunications services. That analysis found that the District can reduce annual telecommunications costs by over \$32,000 by the acceptance of the attached proposal from Clearwave Communications.

Clearwave approached the District in November, 2009 and indicated the company could now provide local telecommunications services within the college district. The company reviewed IECC's current services and developed the attached proposal. Prior to this proposal, Verizon had been the only local telecommunications carrier in the area.

In April 2010 Jack Dunn contacted Verizon to see if the company could provide a similar proposal and the District has yet to receive a proposal from them. Sales and support from Verizon has steadily worsened over the last few years and the District does not expect to receive a proposal in the near future. AT&T, Wabash Telephone and Norlight were also contacted and none of them provide local service in our area.

Communications with the Clearwave representatives have been excellent and the telecommunication changes proposed will reduce operating costs while maintaining the same services.

I recommend the approval of the Clearwave Communications proposal.

TLB/rs

Attachment



Thank you for the opportunity to review your local and long distance expenditures. Please find following a comparison between what you're currently spending over a typical month with your carriers versus our proposal. The pages following provide a detail of the services and pricing used in this comparison.

Location	Current Spend	Clearwave Spend	Percentage Savings	Monthly Savings	Annual Savings
OCC/DO	\$2,835.91	\$1,597.75	43.66 %	\$1,238.16	\$14,857.92
WVC	\$1,766.09	\$1,310.55	25.79%	\$455.54	\$5,466.48
FCC	\$765.71	\$703.08	8.18%	\$62.63	\$751.56
LTC	\$1,944.77	\$983.23	49.44%	\$961.54	\$11,538.48
Totals	\$7,312.48	\$4594.61	Ave. 31.76%	\$2,717.87	\$32,614.44

**price comparison totals without taxes included, only MRC's and estimated long distance charges.*

Agenda Item #8F

Truck Driving Fees

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Truck Driving Fees

The federal government has implemented new requirements for obtaining a truck driving license. Wabash Valley College currently operates a truck driving program. To comply with these new requirements, WVC has submitted curriculum changes to the Illinois Community College Board (ICCB). These changes include a curriculum change from offering a series of three courses to a single class called TRK 1201.

The federal requirements have also increased the behind the wheel time required of a student from 40 hours to 50 hours. The new requirements also make no distinction between over the road (OTR) and any other type of licensure.

In addition, the cost of operating our over the road training vehicles has increased and it is requested that the fees for behind the wheel driving should be increased from the current \$45.00 per driving hour to \$50.00 per driving hour.

With the changes from a series of three classes to one class and the increase in the number of hours of driving time required and the fee increases associated with them, the total cost of the fees will increase from the current \$1,800.00 to \$2,500.00 for course completion, effective Fall Semester 2010.

I ask the Board's approval for this change in fees for the truck driving program.

TLB/rs

Agenda Item #8G

Nursing Background Review Vendor and Fees

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Nursing Background Review Vendor and Fees

The District is required to prepare a background check on all entering nursing students. The student pays the cost, which is currently \$70.00 and is conducted by Verified Credentials. Verified Credentials is not currently utilizing all data bases and that has caused difficulty within the nursing program. Nursing faculty know students who should have information on record but the information does not show up on the report received.

The Nursing Department and Interim President Rodney Ranes would like to change to Certified Background which will allow us to reduce the cost to students from the current \$70.00 to \$65.00. Both Verified Credentials and Certified Background use national databases in their searches; however, Certified Background has unlimited county criminal records. This allows for a more comprehensive search at no additional charge to the students. It is imperative that students with criminal records be identified prior to participating in agency labs to protect patients and affiliating agencies. Early identification will also help students be aware of any issues they may have when they apply for their license.

Shawnee Community College and ten Illinois Universities currently use Certified Background and are pleased with the service. Certified Background is also the preferred provider of background checks to the American Association of Colleges of Nursing.

I ask that the Board approve the selection of Certified Background as the company to conduct background checks of IECC nursing students and a reduction in the fee for the background checks to \$65.00 effective immediately for those students enrolling for the Fall Semester 2010.

TLB/rs

Agenda Item #8H

Certified Nurse Assistant Handbook

Agenda Item #8H

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Certified Nurse Assistant Handbook

Currently students in the Certified Nurse Assistant (CNA) Program utilize the course syllabi, program description within the catalog, and other handbooks as guidelines for the CNA Program. Tammy Fralicker, Associate Dean of Nursing and Allied Health, has prepared a Basic Nurse Assistant Training Program Student Handbook for Olney Central College. President Rodney Raney has closely monitored and reviewed this handbook.

The Handbook sets forth the mission statement, grading policy, evaluation, course attendance, ethical and legal responsibilities, HIPPA and confidentiality requirements, clinical guidelines, cost of the program, and various forms.

Although the Handbook was developed for the CNA Program at Olney Central College, other colleges offering CNA will consider and adopt whatever needed changes to reflect individual college needs.

I ask the Board's approval of the Certified Nursing Assistant Training Program Student Handbook.

TLB/rs

Attachment

Olney Central College



Basic Nurse Assistant Training Program

Student Handbook

Some information in this publication may become outdated due to changes in Board of Trustees Policy, state law, and Basic Nurse Assistant Training Program guidelines. In such instances current board policy, state law, and Basic Nurse Assistant Training Program guidelines will prevail.

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INTRODUCTION

Welcome to Illinois Eastern Community Colleges - Olney Central College Basic Nurse Assistant Training Program! It is important that you read the college catalog, the course syllabus, and this handbook, since you will be expected to adhere to the policies and guidelines found in these documents. The College reserves the right to change policies and guidelines as needed to facilitate program and student outcomes.

Illinois Eastern Community Colleges - Olney Central College Basic Nurse Assistant Training Program is approved by the Illinois Department of Public Health, which is located at 525 West Jefferson Street, Springfield, Illinois 62761, 217/785-5133, website: www.idph.state.il.us.

It is our desire to help you meet your educational goals. It is our commitment that you receive quality education while enrolled in the basic nurse assistant training program.

Tammy Fralicker, MSN, RN
Associate Dean of Nursing and
Allied Health

Mission of the Basic Nurse Assistant Training Program

The mission of the Illinois Eastern Community Colleges-Olney Central College Basic Nurse Assistant Training Program is to provide educational opportunities for qualified persons to become an Illinois Certified Nurse Aide through the Illinois Department of Public Health. This mission is achieved by providing quality education and clinical skill experience through a community healthcare agency.

Equal Opportunity Policy

Illinois Eastern Community Colleges, District 529, does not discriminate on the basis of race, color, religion, gender, age, disability, national origin, or veteran status. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon request.

SECTION I

GRADING AND EVALUATION

- ◆ **HEA 1203 Course Objectives**
- ◆ **Grading Scale**
- ◆ **Clinical Skill Check-offs**
- ◆ **Skills Check-off Sheet**
- ◆ **Attendance Policy**
- ◆ **Cell Phone Use**

HEA 1203 Course Objectives

With a comprehensive score of at least 75%, and satisfactory performance in bedside care, the student, upon completion of this course, will be able to:

1. Demonstrate knowledge of the basic needs of the individual throughout the life cycle.
2. Demonstrate knowledge of body structure and function.
3. Utilize knowledge of growth and development in providing care to persons of all ages.
4. Utilize knowledge of the common daily needs and basic skills in providing care to persons of all ages.
5. Employ principles of body mechanics and anatomical alignment in caring for clients.
6. Understand basic principles of nutrition and fluid balance to assist clients with nutrition and elimination needs.
7. Apply basic principles of rehabilitation nursing.
8. Demonstrate effective interpersonal skills in interactions with others.
9. Utilize knowledge of legal concerns and ethical issues in providing care.
10. Apply basic principles of patient care to any setting (home care, hospital, or long-term care).
11. Demonstrate basic knowledge of the psychological needs of the terminally ill patient and the family.
12. Demonstrate knowledge of postmortem care.
13. Utilize knowledge of dementia in effectively caring for a person with Alzheimer's disease and related disorders.
14. Demonstrate the ability to initiate basic cardiopulmonary resuscitation.

Grading Scale

100-90 A
89-80 B
79-75 C
74-65 D
Below 65 F

Illinois Department of Public Health requires the following in order to take the State Certified Nurse Aide exam:

1. Pass the course with at least a grade of 75%
2. Satisfactorily pass all mandated manual skills
3. Satisfactorily perform assignments in agency labs

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
OLNEY CENTRAL COLLEGE BASIC NURSE ASSISTANT TRAINING PROGRAM**

HEA 1203 – MANDATED MANUAL SKILLS PERFORMANCE VERIFICATION

STUDENT NAME: _____

	PROCEDURE	DATE OF COMPLETION	FACULTY INITIALS	
			CAMPUS LAB	AGENCY LAB
1.	Wash hands			
2.	Perform oral hygiene			
3.	Shave a resident			
4.	Perform nail care			
5.	Perform perineal care			
6.	Give partial bath			
7.	Give shower or tub bath			
8.	Make occupied bed			
9.	Dress a resident			
10.	Transfer resident to wheelchair using a transfer belt			
11.	Transfer using mechanical lift			
12.	Ambulate with a transfer belt			
13.	Feed a resident			
14.	Calculate intake and output			
15.	Place a resident in a side-lying position			
16.	Perform passive range of motion			
17.	Apply and remove personal protective equipment (PPE)			
18.	Measure and record temperature, pulse, and respirations			
19.	Measure and record blood pressure			
20.	Measure and record weight			
21.	Measure and record height			

Student Signature _____ **Initials** _____

Faculty Signature _____ **Initials** _____

Attendance Policy

Students are expected to attend class every day it is scheduled and to be on time. Any work or tests missed when absent must be scheduled for make up before the next scheduled class time. Students are expected to call or notify the instructor if unable to attend a class and set a time for the make up. If a student is tardy **three** times, he/she will be counseled and may be dropped from the class.

HEA 1203 is approved by Illinois Department of Public Health (IDPH). We are expected to meet all of the hours on our master schedule and the student is expected to attend. IDPH requires completion of a minimum of 120 hours for a student to be eligible to write for the certification exam. There are also some segments of the course that IDPH requires the student to attend; these are mandatory sections for resident safety.

Cell Phone Use

Personal cell phone use and/or texting during classroom and clinical experiences is prohibited except on breaks or lunch. Cell phones should be turned off or set to silent and put away during classroom and clinical experiences.

SECTION II

ETHICAL-LEGAL RESPONSIBILITIES

- ◆ **Student Conduct**
- ◆ **HPAA and Confidentiality**

Student Conduct

Olney Central College has a foundation of core values. These core values are responsibility, honor/truth, fairness, respect/self-respect and compassion. Additionally the college has a conduct code. All students who take classes at OCC are expected to adhere to the conduct code and the core values at all times. The Values and Student Conduct Policy can be found in the IECC College Catalog.

Students are expected to:

1. Obey rules and regulations of the class, the college and facility.
2. Be honest.
3. Treat instructors, staff and classmates with respect.
4. Be courteous and civil in expressing opinions and agreeing and disagreeing with others.
5. Be considerate of the needs of others.
6. Utilize supplies and equipment appropriately.

Health Insurance Portability and Accountability Act (HIPAA)/Confidentiality

HIPAA protects a person's health information. Students are only allowed to discuss a client's care with his/her instructor or the nurse on duty. Students are not allowed to discuss a client's medical condition or care with a visitor. If a visitor asks questions, the student should direct them to the nurse on duty.

All client records (the chart and any other information, oral or written, and those notes taken from the record) are confidential. Students are not allowed to retain any individually identifiable client information.

SECTION III

CRITICAL GUIDELINES FOR CNA CLINICAL

- ◆ **Healthcare Agency (Clinical) Requirements**
- ◆ **Dress Code**
- ◆ **Standard Precautions**
- ◆ **Bloodborne Pathogen Exposure**
- ◆ **Substance Abuse Policy of IECC District 529**
- ◆ **Procedures for Substance Abuse at Agency Laboratory**
- ◆ **Guidelines for Latex Allergy**

Healthcare Agency Requirements

Prior to going to the clinical setting, students must have documentation of a **two step TB test** that is less than one year old. The student is also required to have a **Live Scan Fingerprint Background Check** done (at student's own expense). On orientation day, a two step TB test will be initiated if one has not already been completed. Also, a vendor will be present to administer the live scan fingerprint background check.

Any of the following offenses found on a background check will result in the student needing to contact IDPH to see if a waiver can be granted.

1. Murder, homicide, manslaughter, or the concealment of a homicidal death
2. Kidnapping or child abduction
3. Unlawful restraint or forcible detention
4. Assault, battery, or infliction of great bodily harm
5. Sexual assault or sexual abuse
6. Abuse or gross neglect of a long-term care facility resident
7. Criminal neglect of an elderly or disabled person
8. Theft, financial exploitation of an elderly or disabled person, robbery or burglary
9. Criminal trespass
10. Arson
11. Unlawful use of weapons or aggravated discharge of a firearm
12. Manufacture, delivery or trafficking of cannabis
13. Manufacture, delivery or trafficking of controlled substances

Dress Code

In order to attend clinical, students must wear blue scrub top and bottom uniform with picture ID badge. The clinical instructor has the right to refuse to allow students to participate in clinical if they are not properly dressed. All students are expected to practice personal hygiene including a daily bath, good oral hygiene, use of deodorant, frequent hair washing and shaving as necessary. Anyone with long hair will need to fix it so that it will be off the face and up off the back of the neck.

The following are **NOT** acceptable for clinical:

- No fingernail polish
- No long fingernails (nails must be short and neatly trimmed)
- No acrylic, ceramic or press-on nails (infection hazard)
- No perfume or strong cologne
- No dangle earrings (one pair small studs may be worn)
- No visible piercing jewelry other than a single stud earring each earlobe
- No jewelry (wedding rings are OK)
- No heavy make-up (light make-up is OK)
- No visible tattoos (check with instructor)
- No sweatpants
- No jeans of any kind
- No sleeveless or see-through shirts or blouses
- No shorts or short skirts

No dirty, ragged shoes (clean, white, leather tennis shoes, running shoes or clinical shoes are OK)

No T-shirts with pictures or lettering

Standard Precautions

Standard Precautions are guidelines recommended by the Centers for Disease Control and Prevention (CDC) to reduce the risk of the spread of infection in a healthcare agency. These precautions include: handwashing and wearing personal protective equipment (PPE) when coming in contact with blood or any body fluids.

Bloodborne Pathogen Exposure

CNA students should immediately report to their clinical instructor any exposure or suspected exposure to bloodborne pathogens. Students are expected to follow the written protocol of the institutions in which they are performing their clinical work. The student is responsible for physician, lab, and treatment costs for services rendered. CNA students will be responsible for meeting the prescribed follow-up care of the clinical agency.

Substance Abuse Policy of Illinois Eastern Community Colleges District 529

The IECC Board of Trustees recognizes the importance of a college environment that is free of substance abuse. The college environment includes students, employees, and other persons participating in IECC District 529-sponsored classes, programs, services, and other activities and events. Substance abuse is defined as unauthorized possession, sale, transfer, purchase or use of alcohol, unlawful narcotics, cannabis, or any other controlled substance. Substance abuse within the college environment is prohibited. Students and employees involved in substance abuse within the college environment are subject to disciplinary action. Any illegal substance abuse will result in involvement of law enforcement officials.

Procedures for Substance Abuse at Clinical Agency

Any CNA student who arrives at the clinical agency and is suspected of drug or alcohol use will not be allowed to continue the clinical assignment. The instructor will ask another nurse to validate the student's behavior and/or odor of alcohol-like substance. The other nurse shall be another IECC instructor or the nurse in charge of the unit, or a nurse appointed by the CEO of the nursing department. If the two nurses concur that the student may be under the influence of drug or alcohol, the clinical agency policy for drug screening will be implemented.

If the student is determined to be under the influence of inappropriate drug use, the instructor will attempt to arrange transportation home for him/her. The instructor shall notify the Associate Dean of Nursing and Allied Health as soon as possible. The student will receive no credit for the clinical lab experience.

Inappropriate drug use means: Impaired ability to function safely in the clinical agency.

Prescribed medication may be used as long as judgment or coordination are not impaired.

The following actions will be taken for a student with suspected and/or confirmed drug/alcohol use:

1. The student will be required to have an evaluation by a substance abuse specialist and follow the recommended plan of care. This will be at the student's expense.
2. Each case will be reviewed by the college site CNA instructor and the Associate Dean of Nursing and Allied Health, who will make a decision regarding the student's continuation in the HEA 1203 class.

Guidelines for Latex Allergy

Latex allergy is a serious threat to health care workers as well as clients. Allergic reactions to latex may be mild, such as skin disturbances, to severe reactions resulting in death. Exposure to latex products may cause hypersensitivity responses either locally or systemically. A systemic reaction may occur even with trivial exposure to latex and may result in cardiopulmonary arrest within minutes.

Students are asked to self-identify known latex sensitivity or allergy. This allows the student, faculty and administration to collaborate regarding potential exposures in campus or agency laboratory experiences. The Basic Nurse Assistant Training Program cannot guarantee a latex free laboratory environment at the college or agency.

PROCEDURE:

- 1) Students should become knowledgeable of latex allergy causes and potential clinical manifestations.
- 2) Students should immediately report to the nursing instructor actual (or suspected) latex allergy incidences.
- 3) Students should seek medical care for EARLY diagnosis and treatment of hand dermatoses and symptoms suggestive of latex allergy. Precautions recommended by the practitioner, if any, should be reported to the instructor.
- 4) The Basic Nurse Assistant Training Program provides latex-free gloves for campus laboratory practice and for use in health care agencies if unavailable in the agencies.

SECTION IV

PROGRAM REQUIREMENTS AND COSTS

- ◆ **Basic Nurse Assistant Training Program Cost Sheet**

Olney Central College
HEA 1203 Basic Nurse Assistant Course

The following are the requirements and approximate costs for the Basic Nurse Assistant Training Program:

In-District Tuition (7 semester hours X \$71.00)	\$497.00
Out-of-District tuition rates vary; check www.iecc.edu for the current rates	
Student Support Fee (7 semester hours X \$10.00)	\$ 70.00
Technology Fee (7 semester hours X \$5.00)	\$ 35.00
Application Fee (If no previous classes at IECC campuses)	\$ 10.00
Parking Fee	\$ 5.00
Liability Insurance	\$ 7.50
Textbook/Workbook	\$ 85.00
CNA Student Handbook	\$ 2.00
Nursing Assistant Competency Exam (money order made payable to SIUC)	\$ 60.00
*Criminal Background check Cash or personal check made out to OCC Nursing	\$ 28.00
*Photo ID for clinical	\$ 10.00
*2 Step TB test	\$ 30.00
Uniform (navy shirt/pants)	\$ 30.00
Shoes (white leather)	\$ 50.00
Watch (with second hand)	\$ 20.00
Gait Belt	\$ 10.00
*CPR Card	<u>\$ 2.00</u>
APPROXIMATE TOTAL COST	\$951.50

** (not including recommended health insurance)

*These items will be done at orientation day.

**Students are responsible for their own medical care including injuries sustained in the clinical agencies. It is highly recommended that students carry their own personal health insurance.

REQUIREMENTS AND COSTS ARE SUBJECT TO CHANGE EACH SEMESTER

SECTION V

FORMS

- ◆ **Release of Liability**
- ◆ **Authorization to Release Information**
- ◆ **Student Handbook Review Verification**

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT 529
OLNEY CENTRAL COLLEGE
BASIC NURSE ASSISTANT TRAINING PROGRAM**

RELEASE OF LIABILITY FORM

CNA students should immediately report to their clinical instructor any exposure or suspected exposure to bloodborne pathogens or hazardous products, or any injury sustained in the clinical agency. In the event of an untoward incident, students are expected to follow the written protocol of the institution in which they are performing their clinical work. The student is responsible for physician, diagnostic, and treatment costs for services rendered by a clinical facility. Students are also responsible for meeting the prescribed follow-up care of the institution and for treatment costs of such care.

It is recommended that all CNA students carry their own personal health insurance. Each student is responsible for his/her own health care costs including costs related to incidents occurring in the clinical agencies.

I, _____, hereby release and hold harmless Illinois Eastern Community Colleges and all clinical agencies from any and all medical expenses or liability claims that may arise in relation to clinical experiences.

Student

Date

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT 529
OLNEY CENTRAL COLLEGE
BASIC NURSE ASSISTANT TRAINING PROGRAM**

AUTHORIZATION TO RELEASE INFORMATION FORM

I, _____, hereby authorize Olney Central College to give appropriate information regarding my scholastic and clinical performance to prospective employers. I realize that the inquiry from such individual(s) might be over the telephone or by letter.

Signature

Date

ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT 529

OLNEY CENTRAL COLLEGE

BASIC NURSE ASSISTANT TRAINING PROGRAM

STUDENT HANDBOOK REVIEW VERIFICATION FORM

I have read the CNA Student Handbook in its entirety. I acknowledge and understand the policies printed in the handbook and agree to abide by them.

I understand that I must abide by the policies and procedures of all clinical facilities that I attend as a student. I am aware that it is absolutely mandatory that I comply with the Confidentiality/Health Insurance Portability and Accountability Act (HIPAA) statement of the Illinois Eastern Community Colleges/Olney Central College Basic Nurse Assistant Training Program and clinical facilities I attend.

Student Signature

Date

After this form is signed and dated, it is placed in the student's file.

Agenda Item #8I

Employee Health and Dental Insurance Renewal

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
SUBJECT: Employee Health and Dental Insurance Renewal

Blue Cross Blue Shield (BCBS) has proposed an overall 10% rate increase for the period September 1, 2010 to December 31, 2010.

As the Board may recall, in July 2009, the District was notified that BCBS was asking for a 15% increase in premiums effective September 1, 2009. The Board commissioned a study to review the existing health plans and a study was conducted and the Board approved changing the health plan to include an HSA/PPO model. The Board adopted the new program in December 2009 and implemented the new program in February 2010.

At that time, the District had wished to establish a rate that would cover the period September 1, 2009 to December 31, 2010, but BCBS was unwilling to offer a rate that covered such an extensive period of time. But BCBS did agree to re-structure the increased rates that had been implemented September 1, 2009 to reflect the new HSA/PPO model. The premium paid by the District did not change, but rates paid by employees were re-structured to properly reflect premiums paid by HSA participants and PPO participants. BCBS agreed at the time to establish a rate for the period September 1, 2010 to December 31, 2010 which would allow the District to establish rates on a calendar year basis beginning January 1st of each year.

This proposed increase by BCBS was expected and was built in to the employee rates at the time of conversion to the new model. Therefore, the increase will be paid by the District and the employee rates will not be affected for the remainder of this calendar year. The entire plan will be re-evaluated when the District receives the January 1, 2011 renewal rates. The District will then conduct open enrollment in December of 2010 to allow employees to make changes.

The 10% increase in the BCBS renewal includes an 11% increase in health insurance premiums, and a 4% decrease in dental premiums for an overall increase of 10%. By January of 2011, BCBS and the District will have a more developed history of the HSA plan's effectiveness in holding down costs. The administration is still confident this is the correct strategy, and that future increases will be mitigated by the use of HSA.

I recommend that the Board accept the renewal rates as proposed by BCBS of Illinois, to be effective September 1, 2010 to December 31, 2010. The Board should recognize that there will be a BCBS review of the District's history in October and a proposal of new rates effective January 1, 2011. This restructuring will place the District's health insurance on a 12-month Calendar-Year cycle. Renewals will be every January 1st thereafter.

TLB/rs

Agenda Item #8J

**Consideration and Action on a Resolution Providing for the Issuance of Taxable General
Obligation Community College Bonds**

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: July 20, 2010

RE: Consideration and Action on a Resolution Providing for the Issuance of Taxable General Obligation Community College Bonds

The Board is now in a position to approve the issuance of \$4.25 million in funding bonds and working cash fund bonds.

The Board, at the regular board meeting on May 18, 2010, adopted a “Resolution of Intent to Issue Funding Bonds”. Following that resolution, a “Notice of Intent to Issue Funding Bonds” was published and provided a petition period for 30 days following the publication of the notice. The Board also had published a “Notice of Public Hearing for Funding Bonds and Working Cash Fund Bonds”.

At the regular board meeting on June 15, 2010, the Board conducted a public hearing on the issuance of funding bonds and working cash fund bonds.

On June 21, 2010, the petition period for a request for a referendum on the issuance of funding bonds expired, and Board Secretary Harry Hillis has filed with the Board a **No Petition Certificate** stating that no petition was filed requesting that the proposition be submitted to the voters of this District.

At the regular meeting on July 20, 2010, the Board should approve the final resolutions authorizing the issuance of funding bonds and working cash fund bonds. It is anticipated that within two weeks the bonds will be sold and the funds made available to the District. The bonds have been rated by Moody’s as A1 Bonds.

I ask the Board’s approval for the issuance of funding bonds and working cash bonds in the amount of \$4,250,000.00 pursuant to the following resolution which sets forth the details concerning the issuance of the bonds.

TLB/rs

RESOLUTION NO. _____

RESOLUTION providing for the issue of \$4,250,000 Taxable General Obligation Community College Bonds, Series 2010 of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

* * *

WHEREAS, pursuant to the provisions of Sections 3-33.1 to 3-33.6, inclusive, of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Act*"), a fund to be known as a "Working Cash Fund" may be established, maintained and administered in and for Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), for the purpose of enabling the Board of Trustees of the District (the "*Board*"), to have in its treasury at all times sufficient money to meet demands thereon for ordinary and necessary expenditures for all community college purposes; and

WHEREAS, the District has heretofore established, is presently maintaining and administering, and has never abolished or abated such Working Cash Fund in and for the District (the "*Fund*"); and

WHEREAS, pursuant to the provisions of the Act, the Board is authorized to incur an indebtedness and issue bonds therefor from time to time for the purpose of increasing the Fund; and

WHEREAS, the Board is now authorized to issue bonds in the aggregate amount of \$2,125,000 for the purpose of increasing the Fund and to levy taxes to pay the principal and interest of such bonds; and

WHEREAS, the Board has by resolution (the "*Intent Resolution*") declared its intention to avail of Article 3A of the Act, and issue funding bonds of the District in the aggregate principal amount of \$2,125,000 as therein provided for the purpose of paying outstanding and unpaid claims against the District (the "*Claims*"); and

WHEREAS, pursuant to and in accordance with the provisions of said Sections of the Act and the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of intention to issue said bonds was published in the *Olney Daily Mail*, the same being a newspaper having general circulation within the District, an affidavit evidencing the publication of such notice of intention, together with a newspaper clipping of such notice as published attached thereto, having heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, at least thirty (30) days have expired since the date of the publishing of such notice of intention to issue said bonds, and no petition with the requisite number of valid signatures thereon has been filed with the Secretary of the Board requesting that the proposition to issue said bonds be submitted to the legal voters of the District; and

WHEREAS, the Claims are in not less than the aggregate amount of \$2,125,000, all as identified and set forth in detail in the Intent Resolution heretofore duly adopted by the Board; and

WHEREAS, there are no funds on hand and available to apply toward the payment of the Claims; and

WHEREAS, the Board is now authorized to issue bonds in the aggregate amount of \$2,125,000 for the purpose of paying the Claims and to levy taxes to pay the principal and interest of such bonds; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the Chairperson of the Board, on the 18th day of May, 2010, ordered the calling of a public hearing (the "*Hearing*") for the 15th day of June, 2010, concerning the intent of the Board to sell bonds in the amount of \$2,125,000 to increase the Fund of the District and bonds in the amount of \$2,125,000 to pay the Claims; and

WHEREAS, notice of the Hearing was given by (i) publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in *Olney Daily Mail*, the same being a newspaper of general circulation in the District, and (ii) posting at least 48 hours before the Hearing a copy of said notice at the principal office of the Board; and

WHEREAS, the Hearing was held on the 15th day of June, 2010, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 15th day of June, 2010; and

WHEREAS, it is in the best interest of the District to issue bonds in the amount of \$2,125,000 to increase the Fund of the District (the "*Working Cash Fund Bonds*") and bonds in the amount of \$2,125,000 to pay the Claims (the "*Funding Bonds*") in an aggregate principal amount of \$4,250,000:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Authorization. It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$2,125,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used to increase the Working Cash Fund, that the Board has been authorized by law to borrow the sum of \$2,125,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used to increase the working cash fund, that the Board has been authorized by law to borrow the sum of \$2,125,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used to pay the Claims, and that it is necessary to borrow \$2,125,000 of said authorized sum and issue the Funding Bonds in evidence thereof for the purpose of paying the Claims, and that it is necessary and for the best interests of the District that there be issued at this time \$4,250,000 of the bonds so authorized to increase the working cash fund and to pay the Claims.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the District the sum of \$4,250,000 for the purposes aforesaid; and that bonds of the District shall be issued in said amount and shall be designated as “Taxable General Obligation Community College Bonds, Series 2010” (the “Bonds”). The Bonds shall be dated August 1, 2010, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each and authorized integral multiples thereof (but no single Bond shall represent installments of principal maturing on more than one date), shall be numbered 1 and upward, and the Bonds shall become due and payable serially (without option of prior redemption) on December 1 of each of the years, in the amounts and bearing interest per annum as follows:

2011	\$	%
2012		%
2013		%

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on June 1 and December 1 of each year, commencing on December 1, 2011. Interest on each Bond shall be paid by check or draft of _____, _____, Illinois (the "*Bond Registrar*"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal corporate trust office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the Chairperson and Secretary of the Board, and shall be registered, numbered and countersigned by the manual or facsimile signature of the Treasurer who receives the taxes of the District, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Resolution. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if

signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

Section 4. Registration of Bonds; Persons Treated as Owners. (a) *General.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this resolution to be kept at the principal corporate trust office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar or such other authorized person as the officers of the District may designate shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same series and maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the original principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the calendar month next preceding any payment date on such Bond and ending on such payment date.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. Upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto (“*Cede*”), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (“*DTC*”). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Chairperson and Secretary of the Board, the Superintendent and chief business official of the District and the Bond Registrar are each authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the “*Representation Letter*”), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being

referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District’s obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day

of the month next preceding the applicable interest payment date, the name “Cede” in this resolution shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the District, or such depository’s agent or designee, and if the District does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this resolution to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

Section 5. Form of Bond. The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:

(Form of Bond - Front Side)

REGISTERED
No. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE, WABASH, WAYNE AND WHITE

COMMUNITY COLLEGE DISTRICT No. 529

TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND, SERIES 2010

See Reverse Side for
Additional Provisions

Interest
Rate: ____%

Maturity
Date: December 1, 20__

Dated
Date: August 1, 2010

CUSIP: _____

Registered Owner: CEDE & CO.

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 1 and December 1 of each year, commencing December 1, 2011, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America at the principal office of _____,

_____, Illinois, as paying agent and bond registrar (the “*Bond Registrar*”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax sufficient to pay the interest thereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, by its Board of Trustees, has caused this Bond to be signed by the manual or duly authorized facsimile signature of the Chairperson and Secretary of said Board of Trustees, and to be registered, numbered and countersigned by the manual or duly authorized facsimile signature of the Treasurer of said Board of Trustees, all as of the Dated Date identified above.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Registered, Numbered and Countersigned:

Treasurer, Board of Trustees

Date of Authentication: _____, 20__

CERTIFICATE
OF
AUTHENTICATION

Bond Registrar and Paying Agent:

_____, Illinois

This Bond is one of the Bonds described in the within mentioned resolution and is one of the Taxable General Obligation Community College Bonds, Series 2010, of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

as Bond Registrar

By _____

Authorized Officer

[Form of Bond - Reverse Side]

COMMUNITY COLLEGE DISTRICT NO. 529

**COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE, WABASH, WAYNE AND WHITE
AND STATE OF ILLINOIS**

TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND, SERIES 2010

[6] This Bond is one of a series of bonds issued by the District to increase the working cash fund of the District and to pay claims against the District, all of which have been duly authorized and allowed for proper community college purposes by the Board of Trustees of the District, in full compliance with the provisions of the Public Community College Act of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by the Board of Trustees by a resolution duly and properly adopted for that purpose, in all respects as provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal corporate trust office of the Bond Registrar in _____, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing resolution, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing resolution. The Bond Registrar shall not be required to transfer or exchange any Bond during the

period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date.

[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

or its successor as Bond Registrar to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

Section 6. Sale of Bonds. The Bonds hereby authorized shall be executed as in this Resolution provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, who receives the taxes of the district, and be by said Treasurer delivered to First Midstate Inc., Bloomington, Illinois, the purchaser thereof (the "*Purchaser*"), upon receipt of the purchase price therefor, the same being par[, plus accrued interest to date of

delivery]; the contract for the sale of the Bonds heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the Bonds have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law and that the contract for the sale of the Bonds is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the contract for the sale of the Bonds.

The Bonds before being issued shall be registered, numbered and countersigned by the Treasurer of the Board, such registration being made in a book provided for that purpose, in which shall be entered the record of the resolution authorizing the Board to borrow said money and a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the "*Official Statement*") is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the contract for the sale of the Bonds, this Resolution, said Preliminary Official Statement, the Official Statement and the Bonds.

Section 7. Tax Levy. In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are

outstanding, in amounts sufficient for that purpose, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE SERIES 2010 BONDS

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:
2010	\$ for interest up to and including June 1, 2012
2011	\$ for interest and principal
2012	\$ for interest and principal

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall have been collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

Section 8. Filing of Resolution. Forthwith upon the passage of this Resolution, the Secretary of the Board is hereby directed to file a certified copy of this Resolution with the County Clerks of The Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, Illinois (the “County Clerks”), and it shall be the duty of said County Clerks to annually in and for each of the years 2010 to 2012,

inclusive, ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for community college purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general educational purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated "Bond and Interest Fund of 2010" (the "*Bond Fund*"), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds; and a certified copy of this resolution shall also be filed with the Treasurer of the Board who receives the taxes of the District.

Section 9. Use of Bond Proceeds. The District and the Board hereby covenant that all of the proceeds of the Bonds shall be used in strict compliance with all the requirements of the Act. [Accrued interest received on the delivery of the Bonds is hereby appropriated for the purpose of paying interest due on the Bonds and is hereby ordered deposited into the Bond Fund.] The principal proceeds of the Working Cash Fund Bonds are hereby appropriated for working cash fund purposes, and shall be set aside in a separate fund known and designated as the "Working Cash Fund of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois," which said fund shall be held apart, maintained and administered as hereinabove provided, and shall be used for the purpose and in the manner provided by Sections 3-33.1 to 3-33.6, inclusive, of the Act. The principal proceeds of the Funding Bonds and any premium received on the delivery of the Funding Bonds are hereby appropriated for the purpose of paying the costs of issuance of the Bonds and paying and canceling the Claims, and

that portion thereof not needed to pay such costs and issuance shall be used to pay and cancel the Claims.

Section 10. Registered Form. The District agrees that it will not take any action to permit the Bonds to be issued, or converted to, bearer or coupon form.

Section 11. List of Bondholders. The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

Section 12. Duties of Bond Registrar. If requested by the Bond Registrar, the President and Secretary of the Board are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

Section 13. Continuing Disclosure Undertaking. The Chairperson of the Board is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking

will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Resolution, the sole remedies for failure to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

Section 14. Severability. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 15. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted July 20, 2010.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Agenda Item #8K

Affiliation Agreement with Back to Action Chiropractic (Medical Office Assistant)

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Affiliation Agreement with Back to Action Chiropractic (Medical Office Assistant)

IECC wishes to enter into an affiliation agreement with the Back to Action Chiropractic Medical Office located in Flora, Illinois.

This affiliation agreement is for the Medical Office Assistant Program located at Olney Central College.

I ask the Board's approval of this affiliation agreement.

TLB/rs

Attachment

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
OLNEY CENTRAL COLLEGE
MEDICAL OFFICE ASSISTANT PROGRAM**

AGENCY AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529: OLNEY CENTRAL COLLEGE for its Medical Office Assistant Program. (hereinafter referred to as OLNEY CENTRAL COLLEGE) and Back to Action Chiropractic (hereinafter referred to as AGENCY):

WITNESSETH THAT:

WHEREAS, OLNEY CENTRAL COLLEGE desires to make use of the AGENCY'S facilities for Internships by students of the Medical Office Assistant Program, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and faculty of OLNEY CENTRAL COLLEGE for the purpose of gaining knowledge and experience in the field of Office Technologies,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available for medical office assistant internship training subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Coordinator of the Medical Office Assistant Program on behalf of OLNEY CENTRAL COLLEGE and the Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the training.
3. OLNEY CENTRAL COLLEGE Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the OLNEY CENTRAL COLLEGE Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.
4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The OLNEY CENTRAL COLLEGE Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the OLNEY CENTRAL COLLEGE Program Coordinator who will remove the student(s) from the internship.
5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.
This agreement forbids discrimination against any student on the basis of age, color, race, national origin, gender, religion, or disability unrelated to the reasonable physical requirements of the job.
6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.
7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, OLNEY CENTRAL COLLEGE Program Coordinator and student(s). Compensation is not a requirement. Neither OLNEY CENTRAL COLLEGE or AGENCY hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Student(s) shall be covered by professional liability insurance through OLNEY CENTRAL COLLEGE prior to any assignment at the AGENCY.
8. An annual review of the agreement may made each spring if either party requests the review. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in OLNEY CENTRAL COLLEGE's Medical Office Assistant Program Program, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the _____ day of _____.

AGENCY

OLNEY CENTRAL COLLEGE

Chair, IECC Board of Trustees

President, Olney Central College

Dean, Olney Central College

Administrator, Hospital or Agency

Internship Program Coordinator

Chief Executive Officer,
Illinois Eastern Community Colleges

Illinois Eastern Community Colleges, District 529, does not discriminate on the basis of race, color, religion, gender, age, disability, national origin, or veteran status. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon request.

Agenda Item #8L

Affiliation Agreement with Lawrence Community Health Care (Certified Nurse Assistant)

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 20, 2010
RE: Affiliation Agreement with Lawrence Community Health Care – (Basic Nurse Assistant)

IECC wishes to enter into an affiliation agreement with Lawrence Community Health Care located in Bridgeport, Illinois.

This affiliation agreement is for the Basic Nurse Assistant Program located at Frontier Community College.

I ask the Board's approval of this affiliation agreement.

TLB/rs

Attachment

AFFILIATION AGREEMENT

Between
ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529
FRONTIER COMMUNITY COLLEGE
and
LAWRENCE COMMUNITY HEALTH CARE
for
Basic Nurse Assistant Training Program

THIS AGREEMENT made and entered into this 21ST day of June, 2010, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529: FRONTIER COMMUNITY COLLEGE (hereinafter referred to as DISTRICT), for its BASIC NURSE ASSISTANT TRAINING Programs (hereinafter referred to as PROGRAM) and Lawrence Community Health Care, Bridgeport, Illinois (hereinafter referred to as AGENCY). WITNESSETH THAT:

WHEREAS, the DISTRICT desires to make use of AGENCY's facilities for clinical laboratory practice by students of the PROGRAM, and

WHEREAS, the AGENCY has agreed to make its facilities available to the PROGRAM students and faculty of the DISTRICT for the desired purpose,

NOW, THEREFORE, for and in consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas related to the PROGRAM for observation and participation by the students and faculty of the DISTRICT's PROGRAM, subject to the conditions and limitations contained herein;
2. The arrangements for use of said facilities of the AGENCY will be made by the Program Director of the Basic Nurse Assistant Training Program on behalf of the DISTRICT and the Administrator on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses;
3. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the PROGRAM on behalf of the DISTRICT will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY's Administrator will retain full authority and make final decisions for procedures assigned to PROGRAM students;
4. The care of the patient will at all times remain the full responsibility of the AGENCY;
5. DISTRICT will be responsible for the administration of the program, including admissions, academic guidance, and registration of students; supervision of program students; supervising program faculty; curriculum quality; and ensuring that the program stays in compliance with State and National accrediting agency guidelines;
6. Persons enrolled and provided instruction at AGENCY shall be DISTRICT students and shall be entitled to all benefits and privileges and subject to all obligations contained in DISTRICT catalog, which is included by reference and made a part of this contract;

7. The DISTRICT shall coordinate with the AGENCY to identify the exact number of students to be enrolled in the PROGRAM. Admission is subject to all obligations contained in the DISTRICT's and AGENCY's admission policies and procedures, which is included by reference and made part of this contract;
8. DISTRICT faculty will:
 - a. be responsible for the guiding students and teaching the PROGRAM;
 - b. work with the staff of the AGENCY in coordination of the clinical laboratory objectives to be completed at the AGENCY;
 - c. coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
 - d. review and evaluate, in cooperation with the Agency, the student's progress in the clinical setting;
9. The AGENCY's Administrator will coordinate with the DISTRICT and the AGENCY's preceptor to ensure that specific assignment of learning experiences to specific students is consistent with PROGRAM outcomes/objectives. Assigned experiences will be selected for the educational benefit of the student. The District will provide the AGENCY a written set of clinical outcomes/objectives;
10. Students will not be assigned experiences in a manner that would permit them to replace a regular employee;
11. Supervision of the health of all students making use of any of the AGENCY's facilities, as contemplated herein; will be the responsibility of the DISTRICT, and will comply with the policies of the AGENCY;
12. PROGRAM students and Faculty assigned to, or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY;
13. Students are responsible for seeking health care if the need arises. Students are encouraged to carry their own health insurance and are required to pay their own health care fees;
14. This agreement forbids discrimination against any student on the basis of age, color, race, national origin, gender, religion, or disability unrelated to the reasonable physical requirements of the job;
15. Prior to the use of any AGENCY facilities, under the contemplated program, the DISTRICT will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY;
16. The faculty and students of the DISTRICT participating in the laboratory clinical experiences will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT PROGRAM faculty may be included in demonstrations of new equipment and techniques;
17. The DISTRICT will provide a PROGRAM orientation for the AGENCY staff;
18. PROGRAM students and faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records;
19. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. PROGRAM Faculty and students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY;

20. An annual review may be requested by either party by June 1 of each calendar year. A formal review shall be made every three years. Either party hereto may terminate this agreement provided all currently enrolled students have adequate time to complete PROGRAM requirements. Upon request for termination by either party, no new students shall be assigned to the AGENCY;
21. This Agreement supersedes all previous contracts or agreements between the parties with respect to the subject matter hereof and constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by duly authorized officials of the DISTRICT and AGENCY this 2nd day of November, 2009.

LAWRENCE COMMUNITY HEALTH
CARE

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529, FRONTIER
COMMUNITY COLLEGE

Administrator

Chairman, IECC Board of Trustees

Agency Representative

CEO, Illinois Eastern Community Colleges

President, Frontier Community College

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

JULY 20, 2010

IECC

1. Janitorial Equipment, Supplies & Office Copy Paper

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Janitorial Equipment, Supplies and Office Copy Paper
DATE: July 20, 2010

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

The Bid Committee recommends acceptance of the low bids received to meet specifications listed on the attached bid tabulation sheet. The grand total of all janitorial bids is \$31,906.43.

Respectfully submitted,

Terry Bruce
Galen Dunn
Harry Hillis, Jr.
Larry Gangloff
Dan Leggitt
Ron Martin
Carl Sager

Source of Funds: Operations & Maintenance and Educational Fund

Department: Maintenance

The “Advertisement for Bids” was placed in the Wayne County Press for one (1) day.

JANITORIAL EQUIPMENT, SUPPLIES AND OFFICE COPY PAPER

July 20, 2010

Item #	EQUIPMENT	Qty	All-Type Vacuum & Janitorial Supplies, St. Louis, MO	American Supply Summary Evansville, IN	Black & Company #12 Effingham, IL	Fishtail Vincennes, IN	Hesco Inc. Niles, IL	Hillyard Maryland Hts, MO	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Lorenz Supply Mattoon, IL	New System Earth City, MO	Pro-Tec-All Evansville, IN	Quill Corp Lincolnshire, IL	Royal Wholesale Mt. Vernon, IL	Reppert's Office Supply Carmi, IL	Seal Co. Vincennes, IN	Stiles Office Solutions Carbondale, IL	Unipak Brooklyn, NY	Universal Inc. Glen Ellyn, IN	WW Granger Indianapolis, IN	TOTALS	
1	14" UPRIGHT VACUUM	2	479.80	926.00				1,488.00	922.24	678.00	900.00	1,045.58	650.00	1,199.98								866.66	0
				750.00																			
2	POWER DRYER	3	877.50	1,140.00				1,020.00	494.52	419.70	645.00	897.00	533.64									615.00	1,140.00
	18 GALLON																						
3	WET/DRY VACUUM	1	459.00	699.00				1,038.00	365.59	698.00	545.00	402.94	490.00									782.00	490.00
			499.00																				
4	INDUSTRIAL AUTOMATIC HAND DRYER	63	20,726.37	25,137.00				14,888.79	32,172.84		16,380.00	27,004.32	16,317.00										0
	SUPPLIES																						
1	BOWL MOP	18	10.62	12.24	13.14	17.29	24.12	13.14	8.82	8.64	16.02	30.06	12.24		13.32	12.06	25.20	12.60				27.90	8.64
2	20OZ DAMP MOP HEAD	12	94.92	78.00	73.20	195.21		37.68	75.00	56.88	79.20	82.56	43.20		94.92	62.51	2,049.60	65.40			53.28	84.00	37.68
3	13" GREEN LIGHT SCRUBBING PADS	1	5.93	18.93	15.03	14.11	10.88	7.60	11.97	7.70		8.90	2.22		11.20	9.46	21.04	9.90				14.00	5.93
4	21" 3M TOPLINE AUTOSCRUBBER PAD, #5000	4	51.80	159.80				116.00	90.48	63.60		79.52	84.00			109.00	256.00	114.04					51.80
5	13" BLACK STRIPPING PADS, 3M #7200	2	9.96	33.36	30.06		21.76	15.20	14.90	15.40		17.79	42.00		22.40	18.92	59.80	19.80				48.46	9.96
6	REUSABLE RUBBER GLOVES X-LARGE	22	735.68		625.46			10.78	30.94	41.58	34.98	50.26	17.60		569.14		78.00					21.78	10.78
7	BROWN JERSEY KNIT GLOVES, 9OZ	96	45.12		34.56	53.05		70.08	29.76	34.56	86.40	85.44			64.32		163.20					148.80	29.76
8	LARGE DISPOSABLE POWDER FREE GLOVES	15	463.50		690.00	1,971.00		954.00	639.00	629.85	749.25	912.45	99.00	927.00	1,033.05		319.50					63.75	463.50
9	LAMBS WOOL DUSTER	7	60.72				50.89	24.92	31.50	27.51	79.52	49.28	29.40	34.65		41.02	128.80	42.91				25.83	31.50
10	O CEDAR MAXI-ANGLER BROOM 13" WIDE	10	106.40	95.50	93.60			43.80	57.40	32.80	79.00	207.62	52.00		148.90	143.10	324.00					50.00	32.80
11	TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS	7	267.89	335.16	307.93				226.52	188.93	369.32	439.46			296.45	297.36	651.00	310.17					188.93
12	TIME MIST OZIUM 3000 AIR SANITIZER COUNTRY FRESH	2	119.86	95.76	140.74				64.72	112.00	138.40	121.20			139.12	84.96	244.00	88.62					64.72
13	TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS CINNAMON	2	76.54	95.76	87.86	126.01			64.72	53.98	81.36	117.52			88.84	84.96	212.00	88.62					64.72
14	TIME MIST-ULTRA CONCENTRATED	9	344.43	430.92	392.67	567.05			291.24	242.91	445.05	529.74			366.75	382.32	783.00	398.79					242.91

Item #	CONSUMABLES	Qty.	All-Type Vacuum & Janitorial Supplies St. Louis, MO	American Sanitary Supply Evansville, IN	Black & Company #12 Effingham, IL	Fastenal Vincennes, IN	Hesco Inc. Niles, IL	Hillyard Maryland Hts, MO	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Lorenz Supply Matttoon, IL	New System Earth City, MO	Pro-Tex-All Evansville, IN	Ouill Corp Lincolnshire, IL	Royal Wholesale Mt. Vernon, IL	Reppert's Office Supply Carmi, IL	Seal Co. Vincennes, IN	Stiles Office Solutions Carbondale, IL	Unipak Brooklyn, NY	Universal Inc. Glen Ellyn, IN	WW Grainger Indianapolis, IN	TOTALS
30	URINAL BLOCK REPLACEMENTS	3		311.40		20.59		21.57	15.39			20.64				20.82		21.78				
	COPY PAPER					3,096.70			27,464.00			28,800.00				22,392.00						
	GRAND TOTAL BID AWARDED																					\$31,906.
	TOTAL OF BIDS AWARDED	\$800.00	\$6,370.52	\$1,511.40	\$1,512.00	\$0.00	\$0.00	\$386.55	\$7,259.15	\$5,293.84	\$0.00	\$1,083.91	\$1,210.00	\$67.59	\$5,785.65	\$124.74	\$0.00	\$64.08	\$0.00	\$0.00	\$1,237.00	\$31,906.

2010 Janitorial Equipment Section Recommendations

1. Reject all bids.
Reject Industrial Soap, H.P. Products, Pro- Tex – All, Grainger, Lorenz. Each bid a dryer that did not have 360 degree drying technology. Reject All-Type-Vacuum; their dryer did not meet CFM specifications and had no 6 blade precision pitch fan. Reject New System; did not have downdraft drying technology. Award bid to American Sanitary Supply; as the lowest and successful bidder to meet specifications.
2. Reject Grainger and H.P. Products; they both bid a 16 gallon vacuum instead of an 18 gallon vacuum. Reject New System; they bid a 24 gallon vacuum instead of a 18 gallon vacuum. Reject All-Type-Vacuum; they bid a 15 gallon vacuum instead of a 18 gallon vacuum. Award bid to Pro- Tex-All; as the lowest and successful bidder to meet specifications.
3. Reject Grainger and H.P. Products; they both bid a 16 gallon vacuum instead of an 18 gallon vacuum. Reject New System; they bid a 24 gallon vacuum instead of a 18 gallon vacuum. Reject All-Type-Vacuum; they bid a 15 gallon vacuum instead of a 18 gallon vacuum. Award bid to Pro- Tex-All; as the lowest and successful bidder to meet specifications.
4. Reject all bids.

2010 Janitorial, Supplies and Office Copy Paper Recommendations

1. Industrial Soap; lowest and successful bidder
2. Hillyard Cleaning Solutions; lowest and successful bidder
3. Reject Pro- Tex-All; their bid price was per pad, their case price would be \$22.20 per case. Award bid to All-Type-Vacuum as the lowest and successful bidder to meet specifications
4. All-Type Vacuum & Janitorial Supplies; lowest and successful bidder
5. All-Type Vacuum & Janitorial Supplies; lowest and successful bidder
6. Hillyard; lowest and successful bidder
7. H.P. Products; lowest and successful bidder
8. Reject Grainger; they bid 15 – 100 count boxes instead of 15 – 1000 count cases. Their price for 15 – 1000 count cases would be \$663.75. Reject Pro- Tex-All for the same reason. Pro- Tex-All's bid for 15 – 1000 count cases would be \$990.00. Reject Seal Co.; No information or contact from this vendor. Award bid to All-Type-Vacuum; as lowest and successful bidder to meet specifications

9. Reject Hillyard; they bid a duster with a plastic handle instead of a metal handle. Reject Grainger ; their duster had a plastic handle instead of a metal handle and was only 30" in length instead of 48".Reject both Industrial Soap and Pro-Tex-All; both were with plastic handles instead of a metal handle. Award bid to H.P. Products as lowest and successful bidder to meet specifications.
10. Industrial Soap; lowest and successful bidder
11. Industrial Soap; lowest and successful bidder
12. H.P. Products; lowest and successful bidder
13. H.P. Products; lowest and successful bidder
14. Industrial Soap; lowest and successful bidder
15. Industrial Soap; lowest and successful bidder
16. Reject Industrial Soap; they bid a 16 ounce cup instead of a 32 ounce cup. Reject Hesco for the same reason.
17. H.P. Products; lowest and successful bidder
18. H.P. Products; lowest and successful bidder
19. Reject All-Type Vacuum; they bid 18 individual bags at a cost of \$20.52, based on per unit cost their bid price for 18- 10 packs of bags would be \$205.52. Award the bid to Industrial Soap Company; as the lowest and successful bidder to meet specifications.
20. H.P. Products; lowest and successful bidder
21. H.P. Products; lowest and successful bidder
22. H.P. Products; lowest and successful bidder
23. New Systems; lowest and successful bidder
24. All-Type Vacuum & Janitorial Supplies; lowest and successful bidder
25. Reject Grainger; they bid the wrong size of container. Their container was 21 5/8 x12 1/2 x16 3/8. The specifications were for 15 1/4 x 11x 19 7/8 .Award the bid to All- Type Vacuum; as the lowest and successful bidder to meet specifications.
26. All-Type Vacuum; lowest and successful bidder
27. Hillyard Cleaning & Supply; lowest and successful bidder
28. All-Type Vacuum & Janitorial Supplies; lowest and successful bidder
29. H.P. Products; lowest and successful bidder
30. Reject Grainger; they can't supply us with this item. Reject Quill; the item they bid does not meet specifications. It is not an Ergo Dust Pan. It is a standard dust pan with

- a handle which is not the same as an Ergo Dust Pan. Award bid to All-Type Vacuum; as the lowest and successful bidder to meet specifications.
31. Industrial Soap; lowest and successful bidder
 32. Reject Hesco; Wrong pricing on item. Reject Industrial Soap; will not fit handle# PGC44750. Award bid to All-Type-Vacuum; as lowest and successful bidder to meet Specifications
 33. Reject H.P. Products; does not meet specifications. The item they bid does not have aloe. Award bid to All- Type- Vacuum; as the lowest and successful bidder to meet specifications. Their product does contain aloe.
 34. Industrial Soap; lowest and successful bidder
 35. H.P. Products; lowest and successful bidder
 36. Industrial Soap; lowest and successful bidder
 37. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
 38. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
 39. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
 40. Reject Stiles Office Solutions; Their bid was for 10 pads per box instead of 20 pads per box. Their bid for the desired number of pads would be \$24.08. Award bid to Industrial Soap; They were the lowest bidder to meet specifications. Their pack size was 10 pads per box. But their each price was used and the cost of providing the 40 pads needed was \$7.20. This was the lowest price for the quantity needed. They are the successful bidder.
 41. New Systems; lowest and successful bidder.
 42. Industrial Soap; lowest and successful bidder
 43. All-Type Vacuum & Janitorial Supply; lowest and successful bidder
 44. H.P. Products; lowest and successful bidder
 45. Reject Grainger; their entry mat did not have a fabric edge. Award the bid to Industrial Soap; as the lowest and successful bidder to meet specifications.
 46. Reject New System; didn't meet specifications on size of cleaning cloth. Award bid to H.P. Products as lowest and successful bidder to meet specifications
 47. Hillyard Cleaning Solutions; lowest and successful bidder
 48. Reject Hillyard; they bid a 56" handle instead of a 60" handle. Award bid to All-Type Vacuum; lowest and successful bidder to meet specifications
 49. H.P. Products; lowest and successful bidder

50. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
51. Industrial Soap; lowest and successful bidder
52. American Sanitary Supply; lowest and successful bidder
53. New System; lowest and successful bidder
54. Reject Hillyard Cleaning Solutions; their dispenser is made of white plastic, the specifications were for the dispenser to be chrome metal. Reject Hesco they also bid a plastic dispenser instead of chrome metal. Award bid to New System as lowest and successful bidder to meet specifications
55. H.P. Products; lowest and successful bidder
56. Industrial Soap; lowest and successful bidder
57. H.P. Products; lowest and successful bidder
58. H.P. Products; lowest and successful bidder
59. H.P. Products; lowest and successful bidder
60. Industrial Soap; lowest and successful bidder
61. H.P. Products; lowest and successful bidder
62. H.P. Products; lowest and successful bidder
63. H.P. Products; lowest and successful bidder
64. H.P. Products; lowest and successful bidder
65. H.P. Products; lowest and successful bidder
66. Hillyard Cleaning Solutions; lowest and successful bidder
67. New System; lowest and successful bidder
68. H.P. Products; lowest and successful bidder
69. All-Type Vacuum & Janitorial Supply; lowest and successful bidder
70. H.P. Products; lowest and successful bidder
71. New System; lowest and successful bidder
72. H.P. Products; lowest and successful bidder
73. H.P. Products; lowest and successful bidder
74. H.P. Products; lowest and successful bidder
75. H.P. Products; lowest and successful bidder

76. H.P. Products; lowest and successful bidder
77. All-Type Vacuum & Janitorial Supply; lowest and successful bidder
78. H.P. Products; lowest and successful bidder
79. Industrial Soap; lowest and successful bidder
80. Industrial Soap; lowest and successful bidder
81. H.P. Products; lowest and successful bidder
82. Industrial Soap; lowest and successful bidder
83. H.P. Products; lowest and successful bidder
84. New System; lowest and successful bidder
85. Industrial Soap; lowest and successful bidder
86. H.P. Products; lowest and successful bidder
87. Industrial Soap; lowest and successful bidder
88. H.P. Products; lowest and successful bidder
89. H.P. Products; lowest and successful bidder
90. H.P. Products; lowest and successful bidder
91. Hillyard; lowest and successful bidder
92. Hillyard; lowest and successful bidder
93. New System; lowest and successful bidder
94. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
95. All-Type Vacuum & Janitorial Supply; lowest and successful bidder
96. Pro-Tex-All; lowest and successful bidder
97. New System; lowest and successful bidder
98. Hillyard; lowest and successful bidder
99. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
100. Reject New System; their bid pricing was incorrect. Their price for 4 cases would be \$193.04. Award bid to Industrial Soap; as the lowest and successful bidder to meet specifications.
101. Reject Reppert's office Supply; Could not find out from them if this item meets bid specifications. Award bid to All-Type-Vacuum; as the lowest and successful bidder to specifications.

102. Industrial Soap; lowest and successful bidder
103. Industrial Soap; lowest and successful bidder
104. Hillyard Cleaning Solutions; lowest and successful bidder
105. H.P. Products; lowest and successful bidder to meet specifications
106. All- Type Vacuum & Janitorial Supply; lowest and successful bidder
107. Industrial Soap; lowest and successful bidder
108. Reject Industrial Soap; the item they bid did not have a carpeted edge as specified. Award bid to New System as the lowest and successful bidder to meet specifications.
109. New System; lowest and successful bidder
110. H.P. Products; lowest and successful bidder
111. Industrial Soap; lowest and successful bidder
112. Industrial Soap; lowest and successful bidder
113. Hillyard Cleaning Solutions; lowest and successful bidder
114. H.P. Products; lowest and successful bidder
115. H.P. Products; lowest and successful bidder

Copy Paper

Reject all bids.

2010 Janitorial Consumables Section Recommendations

1. H.P. Products; lowest and successful bidder
2. H.P. Products; lowest and successful bidder.
Reject H.P. Products; does not meet specifications. Their bid was for paper towels packed 6 rolls per case instead of 12 rolls per case. Award bid to Royal Wholesale; as the lowest and successful bidder to meet specifications.
3. Industrial Soap; lowest and successful bidder
4. Industrial Soap; lowest and successful bidder
5. Industrial Soap; lowest and successful bidder
6. Reject Industrial Soap; no sample provided as requested in bid document. Award bid to All-Type-Vacuum; as the lowest and successful bidder to meet specifications
Reject New System; no sample provided as requested in bid document. Award bid to All-Type-Vacuum; as the lowest and successful bidder to meet specifications.
7. Grainger; lowest and successful bidder
8. Industrial Soap; lowest and successful bidder
9. Industrial Soap; lowest and successful bidder
10. Quill; lowest and successful bidder
11. Stiles Office Solutions; lowest and successful bidder

12. Quill; lowest and successful bidder
13. Grainger; lowest and successful bidder
14. Quill; lowest and successful bidder
15. Stiles Office Solutions; lowest and successful bidder
16. Reject all bids ; none meet specifications
17. Industrial Soap; lowest and successful bidder
18. Reject Industrial Soap; they bid a 2 ounce container instead of the 4 ounce container that was specified. Award bid to Grainger as lowest and successful bidder to meet specifications.
19. Reject Hesco; they bid 35 units instead of 35 cases, their price for 35 cases would be \$1636.95. Award bid to Grainger; as the lowest and successful bidder to meet specifications.
20. Reject Hesco; they bid a 70 count instead of 75 count. Also they bid 8 units instead of 8 cases. Their price for 8 cases would be a total cost of \$606.24. Award bid to All-Type Vacuum; as the lowest and successful bidder to meet specifications.
Reject Industrial Soap; they bid a bag that was 22 micron thickness but their pack size was 200 count instead of the 250 count that was specified. Award bid to New System as lowest and successful bidder to meet specifications
21. Black and Company; lowest and successful bidder
22. Reppert's Office Supply; lowest and successful bidder
23. Reject Fastenal; they bid 8 units instead of 8 cases. Reject Quill; they bid 8 units I instead of 8 cases.
Reject Stiles; they bid 8 units instead of 8 cases. Reject American Sanitary Supply; no information was provided to be sure the product would work in our dispensers. Award bid to Industrial Soap; as the lowest and successful bidder to meet specifications.
24. Quill; lowest and successful bidder
25. Reject Fastenal; their price was for 5 units instead of 5 cases. Reject Royal Wholesale; they bid the dispensers instead of the refills. Reject American Sanitary Supply; no information was provided so we couldn't be sure the product would work in our dispensers. Award bid to New System; as the lowest and successful bidder to meet specifications.
26. H.P. Products; lowest and successful bidder
27. Reject All Bids

SECTION A

JANITORIAL EQUIPMENT

<u>Item#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
1. 14" UPRIGHT VACUUM with pullout wand with handle and on-board accessory tools(upholstery nozzle, crevice nozzle), 120volt, 2 motor vac-1,000watt vacuum motor-150watt brush motor, triple layer filter bag, non slip drive belt with electronic overload protection, replaceable brush strip, 40' power cable, weight 20 lb., bag full light. (OCC 2) - EACH	2		
POWER DRYER 360 degree downdraft drying technology, more than 3500 CFM, 6 blade precision pitch fan, multiple position versatility. Polyethylene construction, injection molded inlets, telescopic transport handle and wheels, 4 swivel casters, circuit breaker shutoff sensor, 2 speeds, 20 ft. power cord, ¼ hp motor, 3.3 power/amps, 5 years housing, 1year motor, parts and workmanship warranty, 4-operating positions, weight 52lbs Prefer Power-Flite F6 power Dryer model number PDF6WRD (FCC 3)- EACH	3		
3. 18 GALLON WET/DRY VACUUM. 24"front mounted squeegee assembly. On board tool storage. Standard tools: crevice tool, dusting brush, wet/dry pick up tools. 3 piece stainless steel wand, 9 foot vacuum hose, cloth filter bag, all included. 110 volt, 2 stage vacuum motor,24" cleaning path, 18 gallon capacity, 110" water lift. 1.33H.p., 50ft. yellow power cable, 8 amps, 3 year warranty, weight 60 lbs. EACH (WVC 1)	1		
4. INDUSTRIAL HIGH-SPEED ENERGY-EFFICIENT AUTOMATIC HAND DRYER with noise-reducing nozzle and a dry time of 10 seconds. Dryers must be Green Spec listed. Vandal-resistant cover for dryer should be made of a fiberglass re-enforced bulk molding compound. Vacuum motor/blower size of 5/8 hp/ 20000 RPM. Heating element to produce an air temperature of up to 135 degrees fahrenheit at 72 degrees ambient room temperature at the hands. Control assembly to be activated by an infrared optical sensor. White in color. 115 volts, 12.5 amps. EACH (FCC 8, LTC 14, OCC 37, WVC 4)	63		

SECTION A GRAND TOTAL

\$_____

SECTION B

JANITORIAL SUPPLIES

<u>Item#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
1. BOWL MOP, w/ 12" plastic handle 4 1/2", acid resistant polypropylene mop head (FCC 6, WVC 12) – EACH	<u>18</u>	_____	_____
2. 20 OZ. DAMP MOP HEAD, medium, 5" headband, blend cotton/synthetic, looped ends, double-sewn tail bands, blue in color, Unisan#UN5502 bl or equivalent, (LTC 12) - EACH	<u>12</u>	_____	_____
3. 13" GREEN LIGHT SCRUBBING PADS, 3M #5000 or equivalent, 5 per box (FCC 1) – BOX	<u>1</u>	_____	_____
4. 21" 3M TOPLINE AUTOSCRUBBER PAD, #5000, 1" thickness, green, 5 per box, (OCC 4) – CASES	<u>4</u>	_____	_____
5. 13" BLACK STRIPPING PADS, 3M #7200 or equivalent, 5 per box, (FCC 2) - BOX	<u>2</u>	_____	_____
6. REUSABLE RUBBER GLOVES, nitrile flock lined, chemical & abrasion resistant, 18 mm thickness, x-large (FCC 4, LTC 6, OCC 12) – PAIR	<u>22</u>	_____	_____
7. BROWN JERSEY KNIT GLOVES, 9 oz., w/ wrist cuff, one size fits all (FCC 60, LTC 12, OCC 24) – PAIR	<u>96</u>	_____	_____
8. LARGE DISPOSABLE POWDER FREE NITRILE GENERAL PURPOSE GLOVES, 4 mil thickness, length 9 1/2", Impact			

brand #8644 or equivalent, 100 per
box/1,000 per case

(FCC 3, OCC 2, WVC 10) –CASE

15 _____

9. LAMBS WOOL DUSTER, Duster
Cats, part #DUSL360 or equivalent,
washable, w/ metal extendable handle
to 48”

(FCC 1, WVC 6) – EACH

7 _____

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

<u>Item#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
10. O CEDAR MAXI-ANGLER BROOM, 13” wide, 51” long handle (FCC 3, LTC 3, WVC 4) – EACH	<u>10</u>	_____	_____
11. TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS, 7 oz., 12 refills per case, TMCA #332960 Mango, must fit Time Mist-Plus Metered Aerosol Dispenser (FCC 2, LTC 2, WVC 3) – CASE	<u>7</u>	_____	_____
12. TIME MIST OZIUM 3000 AIR SANITIZER, #TMS031 COUNTRY FRESH fragrance, 12 refills per case - (LTC 2) – CASE	<u>2</u>	_____	_____
13. TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS, 7 oz., 12 refills per case, cinnamon, must fit Time Mist-plus Metered Aerosol Dispenser, (FCC 2) – CASE	<u>2</u>	_____	_____
14. TIME MIST – ULTRA CONCENTRATED AIR FRESHENER REFILLS, 7 oz, 12 refills per case, baby powder fragrance, must fit Time Mist Metered Aerosol Dispenser, (FCC 1, LTC 8) - CASE	<u>9</u>	_____	_____
15. TIME MIST – ULTRA CONCENTRATED AIR FRESHENER REFILLS, 7 oz, 12 refills per case, fresh scent fragrance, must fit Time Mist Metered Aerosol Dispenser, (FCC 1, WVC 4) - CASE	<u>5</u>	_____	_____

16. 32 OZ. MEASURING CUPS,
polycarbonate in construction, with
ounce markings
(FCC 3, OCC 12) – EACH

15

17. COTTON WASHCLOTHS, 11.5” X
11.5”
(FCC 40, LTC 100, OCC 100, WVC
100) – EACH

340

18. COTTON CLOTH
HEAVYWEIGHT TERRI TOWEL
(FCC 24, WVC 12) – EACH

36

19. BAG FILTERS FOR WINDSOR
VERSAMATIC VSP, (PAPER BAG
“SENSOR” FILTERS), part #5300,
must fit & work properly, 10 per pack
(FCC 5, OCC 5, WVC 8) – PACK

18

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

<u>ITEM#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
20. EXHAUST FILTER for WINDSOR VSE 1-3, part #1534, must fit and work properly, (WVC 12) - EACH	<u>12</u>		
21. POWER CABLE FOR WINDSOR VERSAMTIC VSP, part #23011 (WVC 3, FCC 1) – EACH	<u>4</u>		
22. FILTER FOR WINDSOR VERSAMATIC PLUS, part #1825, (FCC 8,WVC 12) – EACH	<u>20</u>		
23. DRIVE BELT FOR WINDSOR VSP-14, part #2049, Must fit and work properly; (LTC 3) – EACH	<u>3</u>		
24. WASTEBASKET, RECTANGULAR, RUBBERMAID # 2956 or equivalent, 28 1/8 quart, 11 3/8” x 10 1/4” x 15”, gray in color (FCC 4, LTC 6, WVC 3) - EACH	<u>13</u>		
25. WASTEBASKET, rectangular, Rubbermaid #2957 or equivalent, 41 1/4 quart, 15 1/4 x 11 x 19 7/8, gray in color, (FCC 2, WVC 3) – EACH	<u>5</u>		
26. 44 GALLON ROUND CONTAINER, gray, Rubbermaid #2643 or equivalent, 24” diameter x 31 1/2 high, (FCC 6) – EACH	<u>6</u>		
27. 8” CHEMICAL RESISTANT TRIGGER SPRAYER, must fit 24 oz. bottle. (LTC 6, OCC 12, WVC 12) – EACH	<u>30</u>		

28. QUIET DOLLY FOR 44 GALLON ROUND CONTAINER, Rubbermaid #2640-43 or equivalent, (WVC 3) – EACH	<u>3</u>		
29. 24 OUNCE ROUND PLASTIC SPRAY BOTTLE with quantity graduations, (FCC 6, LTC 12, WVC 12) – EACH	<u>30</u>		
30. ERGO DUST PAN/Broom, Unger model # EDPBR, or Equivalent, (LTC 3, WVC 4) – EACH	<u>7</u>		
31. TAMPAX TAMPONS, packaged in vending tube, Regular absorbency, 500 per case, (WVC 1) - CASE	<u>1</u>		

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

<u>Item#</u>	PER	ITEM	DISTRICTWID
32. SWIFTER DUSTER REFILLS – must fit Swifter Duster Handle #PGC44750, ten dusters per box, 6 boxes per case, (WVC 2) – CASE	<u>2</u>		
33. INSTANT HAND SANITIZER with ALOE, 800ml, GOJO ITEM #9637, 12 refills per case,(LTC 1)- CASE	<u>1</u>		
34. CHASSIS FOR WINDSOR VSE 1-3 , part # 2543BL , must fit and work properly (WVC 3) - EACH	<u>3</u>		
35. BRUSH STRIP FOR WINDSOR VSE 1-3 , part# 2046H (red bristles), must fit and work properly (LTC 6, WVC 12) EACH	<u>18</u>		
36. BAG FILTER FOR WINDSOR VSE 1-3 ,			

	Part #2003 , must fit and work properly, 10 per pack (LTC 3, WVC 8) - PACK	11		
37.	20" WHITE SUPER POLISHING PADS, 3M # 4100 or equivalent,1" thickness, 5 per box,(WVC 2) - BOX	2		
38.	21" BLACK STRIPPING PADS, 3M #7300 , or equivalent, 5 per box, (FCC 2, LTC 1)) - BOX	3		
39.	21" BURNISHING PAD (HOGSHAIR) , 3M #3200, or equivalent, 5 per box,(LTC 1, OCC 6) - BOX	7		
40.	MEDIUM DUTY SCRUBBING PADS, 6"x9" x1/4', 20 per box (OCC 2) - BOX	2		
41.	SPLASH GUARD SCRUBBING BLOCK to fit Motor Scrubber , Model MS 1000- HH, 12V DC (WVC-1) - EACH	1		

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

<u>Item#</u>		PER	ITEM	DISTRICTWID
42.	TIME-MIST METERED AEROSOL DISPENSER, programmable start stop, indicator for empty can , low battery,(FCC 6) - EACH	6		
43.	DRIVE BELT FOR WINDSOR VSE 1-3, part#4024, must fit and work properly,(WVC 12) - EACH	12		
44.	RETAINING RING FOR WINDSOR VSE 1-3 , part# 1034, must fit and work properly, (WVC 3) -EACH	3		
45.	4' X 6' CARPETED ENTRY MAT WITH FABRIC EDGE, charcoal in color, (LTC 2, WVC 3) - EACH	5		
46.	12" X 17" STRETCH DUSTERS, REUSABLE, ORANGE DOT STRETCH DESIGN for medium – duty cleaning,			

	Sellars # 7 BQ- 142348 or equivalent , 400 per case, (FCC 1, WVC 1) –CASE	2		
47.	MOP BUCKET AND WRINGER COMBINATION , 28 Quart Bucket with Down Press Wringer to accommodate 16-32 OUNCE MOP HEADS, WITH QUIET CASTERS, BROWN IN COLOR, (FCC 2, LTC 1) - EACH	3		
48.	54” CORROSION-PROOF& SHOCK- PROOF MOP HANDLE, with stainless steel yoke, fits 8 to 32 ounce mops,(FCC 3) - EACH	3		
49.	SANI-TUFF INDUSTRIAL HAND CARE SYSTEM DISPENSER, 2 liter size, (WVC 1) - EACH	1		
50.	GATORMATE CADDY , TO FIT OVER THE RIM OF A 32,44, OR 55 gallon trash container, (WVC 2) - EACH	2		
51.	RUBBER BRUSH MATS , 3’ X 5’ , 5/8” NAP ON THE MAT, (WVC 2) - EACH	2		

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

		PER	ITEM	DISTRICTWID
<u>Item#</u>				
52.	GROUT BRUSH, RED, TO FIT TORNADO VARIO FLOOR Machine , model# 7BQ-121794 (FCC 2) - PAIR	2		
53.	FIRM BRUSH, WHITE , TO FIT TORNADO VARIO FLOOR MACHINE, model#7BQ-121794 (FCC 1) - PAIR	1		
54.	TOILET SEAT COVER DISPENSER, wall mounted, chrome dispenser, holds 500 seat covers. (LTC-4) – EACH	4		
55.	HOSE COUPLING FOR WINDSOR VSP, part # 5040hg, must fit and work properly. EACH (WVC 2)	2		

56.	CONTROL BOARD FOR WINDSOR VSP 14, part# 2572ER, must fit and work properly. EACH (WVC 1)	1		
57.	BUMPER FOR WINDSOR VSP 14, part# 2522hg, must fit and work properly. EACH (WVC 2)	2		
58.	BRUSH STRIP FOR WINDSOR VSP 18, part#4028H (red bristles), must fit and work properly. EACH (FCC 12, LTC 6, WVC 12)	30		
59.	BUMPER STRIP FOR WINDSOR VSP 18, part#4522hg, must fit and work properly. EACH (WVC 2)	2		
60.	CONTROL BOARD FOR WINDSOR VSP 18, part# 4532ER, must fit and work properly. EACH (WVC 1)	1		
61.	BEARING BLOCK R.H. FOR WINDSOR VSP 18, part# 2047, must fit and work properly. EACH (LTC 6, WVC 1)	7		
62.	BEARING BLOCK L.H. FOR WINDSOR VSP 18, part# 2091, must fit and work properly. EACH (LTC 1, WVC 1)	2		

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

			PER	ITEM
63.	FOOT PEDAL FOR WINDSOR VSP 18, part#2528or, must fit and work properly. EACH (WVC 1)	1		
64.	AXEL FOR WINDSOR VSP 18, part# 4523, must fit and work properly. EACH (WVC 1)	1		
65.	WHEEL FOR WINDSOR VSP 18, part# 4603 hg, must fit and work properly. EACH (WVC 2)	2		
66.	SUPPORT LEVER FOR WINDSOR VSE 1-3, part# 2531, must fit and work properly. EACH (WVC 3)	3		
67.	RETURN SPRING FOR WINDSOR VSE 1-3, part# 2545, must fit and work properly. EACH (WVC 3)	3		
68.	AXEL ASSEMBLY COMPLETE FOR WINDSOR VSE 1-3, part# 2539, must fit and work properly. EACH (WVC 3)	3		
69.	BRUSH MOTOR FOR WINDSOR VSE 1-3, part# 2241ue, must fit and work properly. EACH (WVC 3)	3		

70.	MOTOR PULLEY FOR WINDSOR VSE 1-3, part# 2025, must fit and work properly. EACH (WVC 3) Total 3	3		
71.	AXEL CLAMP FOR WINDSOR VSE 1-3, part# 2014, must fit and work properly. EACH (WVC 12)	12		
72.	SCREW FOR WINDSOR VSE 1-3 , part# 0102, must fit and work properly. EACH (WVC 12)	12		
73.	NECK ASSEMBLY FOR WINDSOR VSE 1-3, part# 2510ul, must fit and work properly. EACH (WVC 3)	3		
74.	TUBE FOR WINDSOR VSE 1-3, part# 1517, must fit and work properly. EACH (WVC 3)	3		
75.	CABLE HOOK FOR WINDSOR VSE 1-3, part# 1461bl, must fit and work properly. EACH (WVC 3)	3		

SECTION B (CONTINUED)

JANITORIAL SUPPLIES

			PER	ITEM
76.	CABLE HOOK FOR WINDSOR VSE 1-3, part# 1462bl, must fit and work properly. EACH (WVC 3)	3		
77.	VACUUM MOTOR FOR WINDSOR VSE 1-3, part# 1419ul, must fit and work properly. EACH (WVC 1)	1		
78.	SWITCH FOR WINDSOR VSE 1-3, part# 0517, must fit and work properly. EACH (WVC 6)	6		
79.	FILTER FOR WINDSOR VSE 1-3, part# 1435, must fit and work properly. EACH (WVC 12)	12		
80.	DUST BAG HOUSING FOR Windsor VSP, part# 1832hg, must fit and work properly. EACH (LTC 2)	2		
81.	COVER RELEASE FOR WINDSOR VSP, part# 1818bl, must fit and work properly. EACH (LTC 2)	2		
82.	EXTENSION TUBE FOR WINDSOR VSP, part# 5045 hg, must fit and work properly. EACH (LTC 2)	2		
83.	SUPPORT LEVER FOR 14" WINDSOR VSP, part# 2531hg, must fit and work properly. EACH (LTC 3)	3		
84.	RETURN SPRING FOR 14" WINDSOR VSP, part# 2545,			

	must fit and work properly. EACH (LTC 3)	3		
85.	SWIVEL NECK ASSEMBLY FOR WINDSOR VSP18, part#4614UL, must fit and work properly. EACH (FCC 5)	5		
86.	SWIVEL NECK WIRE FOR WINDSOR VSP18, part# 4615UL, must fit and work properly. EACH (FCC 5)	5		
87.	CONNECTOR FOR WINDSOR VSP, part# 1807hg, must fit and work properly. EACH (FCC 5)	5		
88.	BLACK HANDLE FOR CASTEX PORTAPAC2 model#BP1502, part# 23045, must fit and work properly. EACH (LTC 1)	1		
SECTION B (CONTINUED)				
<u>JANITORIAL SUPPLIES</u>				
			PER	ITEM
89.	CORD FOR CASTEX PORTAPAC2 model#BP1502,18/3 x50' yellow cord 120v, part# 130250, must fit and work properly. EACH (LTC 2)	2		
90.	BAG FILTER FOR CASTEX PORTAPAC model#BP1502, part#900005 , 10 bags per pack, must fit and work properly. EACH (LTC 2) Total 2-10packs	2		
91.	CREVICE TOOL FOR CASTEX PORTAPAC2 model#BP1502, part# 190714, must fit and work properly. EACH (LTC 2)	2		
92.	UPHOLSTERY TOOL FOR CASTEX PORTAPAC2 model#BP1502, part#190716, must fit and work properly. EACH (LTC 2)	2		
93.	BRUSH FOR ADVANCE MICROMATIC 14E Auto Scrubber, part#340129, must fit and work properly. EACH (LTC 1)	1		
94.	WEAR PAK CPL. FOR ADVANCE MICROMATIC 14E Auto Scrubber, part# 340032, must fit and work properly. EACH (LTC 1)	1		
95.	20" GREEN TOPLINE AUTOSCRUBBER PAD, 3M#5000 or equivalent, 5 per box. (LTC 2) Box	2		
96.	ENVIROX CONCENTRATE 118, 4 – 1 Gallon Containers per case. (LTC 8) Case	8		
97.	ENVIROX MINERAL SHOCK , 4- 1 Gallon Containers per case. (LTC 2) Case	2		
98.	RUBBERMAID BRUTE 44 – Base Parts Kit, part# 2646L2			

	ACH (LTC 3)	3		
99.	QUIET DOLLY to Fit Square Wastebasket , Rubbermaid # 3540-00BRN., part# KCP3536 EACH (LTC 1)	1		

JANITORIAL SUPPLIES

		PER	ITEM	DISTRICTWID
100.	TIME MIST-ULTRA CONCENTRATED AIR FRESHENER REFILLS, 7 oz. ,12 refills per case, honeysuckle or lilac fragrance, must fit Time Mist Metered Aerosol Dispenser. (WVC 4) Case	4		
101.	PROCTER AND GAMBLE SWIFFER DUSTER with Extendable Handle. Handle extends three feet, one handle and two dusters per box. (OCC 6, WVC 8) Box	14		
102.	CARPET BONNET, 21” low profile with green scrubbing trips, with looped end nylon/poly yarn, for use with 175-300RPM machines. EACH (OCC 5)	5		
103.	RUBBERMAID DUST MOP HANDLE, M116, Snap on Hardwood 60” EACH (OCC 6)	6		
104.	24” DUST MOP FRAMES, zinc plated, rust resistant, ¼ wire with round ends. EACH (OCC 6)	6		
105.	TOILET BOWL CADDY with carry handle. Wide sloping rim to prevent spillage. ProLink#150 or equivalent. EACH (FCC 10, LTC 10, WVC 10)	30		
106.	54” WET MOP HANDLE. Fiberglass with plastic holder and stainless steel yoke. Self locking threaded collar. Geerpres Dyna Mate-GEER-4211-EA or equivalent. EACH (WVC 8)	8		
107.	GALLON PLASTIC JUGS with screw on lids. Clear and round containers. EACH (WVC 12)	12		
108.	6X8 CARPETED ENTRY Mat, with fabric edges and non-skid backing. Charcoal in color. EACH (WVC 1)	1		
109.	POP-UP SAFETY CONES.20” with multi-lingual “Caution” Imprint and Wet Floor Symbol. Safety cone is stored in Wall Mounted Tube. RubberMaid#9500 or equivalent. EACH (WVC 6)	6		

SECTION C

CONSUMABLES

<u>Item#</u>	PER	ITEM	DISTRICTWID
*1. JUMBO JUNIOR TOILET PAPER, must fit & dispense properly w/ Scott dispenser #B9566, 9675, 9666, 9665, 3.75" x 1,000 ft., 2 ply, (GS-1), 12 rolls per case, (FCC 10, LTC 40, OCC 100, WVC 75) – CASE	<u>225</u>		
*2. PETITE BATH TISSUE, 2-PLY, 500 sheets per roll, 3 3/4" x 4.15", 96 rolls per case, (FCC 35) – CASE	<u>35</u>		
*3. ROLL PAPER TOWELS, must fit and dispense properly w/ Scott dispenser #9721, 7 7/8" x 600 ft., (GS-9), 12 rolls per case, (FCC 5, LTC 25, OCC 100, WVC 65) – CASE	<u>195</u>		
*4. MULTI-FOLD TOWELS, 10 1/4" x 11", bleached white, 184 towels per package, 12 packages per case, must contain at least 50% recycled content (FCC 40, LTC 2) – CASE	<u>42</u>		
*5. 9" x 13" WYPALL TOWELS, must contain at least 30% recycled content, 1,008 per package (FCC 6, WVC 10) – PACKAGE	<u>16</u>		
*6. 33" x 40" TRASH BAGS, 20 micron (min), must be on rolls – not loose. If the trash liner is made with a resin it needs to contain at least 10% Post Consumer Waste, 250 per case, (LTC 30) – CASE	<u>30</u>		
*7. 38" x 60" TRASH BAGS, 22 micron (min), must be on rolls – not loose, , If the trash liner is made with a resin it needs to contain at least 10% Post Consumer Waste, 150 per case,(FCC 20, LTC 25, OCC 20,WVC 60) – CASE	<u>125</u>		

*8. 24" x 33" TRASH BAGS, 16 micron (min), must be on rolls – not loose. If the trash liner is made with a resin it needs to contain at least 10% Post Consumer Waste, 500 per case (FCC 10, LTC 20, OCC 10, WVC 40) – CASE

80

SECTION C (CONTINUED)

CONSUMABLES

<u>Item#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
* 9. DOUBLE WAXED PAPER BAGS, 9 3/4" x 2 3/4" x 9 7/8", 250 per case (FCC 2, LTC 2) - CASE	<u>4</u>		
10. HAND CLEANER W/ SCRUBBERS, 8-liter size, must fit Sani-Tuff Industrial Hand Care System dispenser, 2 boxes per case,(LTC 2, WVC 5) – CASE	<u>7</u>		
11. CONCENTRATED LAUNDRY DETERGENT, summit advantage plus, SUM A59040P,low suds, 40 lb. bucket with bale, powder,(FCC 2, OCC 2,WVC 2) – EACH	<u>6</u>		
12. "D" ALKALINE BATTERY (LTC 36, WVC 36) – EACH	<u>72</u>		
13. DOUBLE "A" ALKALINE BATTERY (FCC 96, LTC 72, OCC 24) – EACH	<u>192</u>		
14. TRIPLE "A" ALKALINE BATTERY(FCC 12, LTC 24) – EACH	<u>36</u>		
15. 9-VOLT ALKALINE BATTERY (OCC 24)– EACH	<u>24</u>		
16. "C" ALKALINE BATTERY (LTC 48) – EACH	<u>48</u>		

17. DOUBLE "A" ENERGIZER
LITHIUM BATTERIES, (LTC 24) -
EACH

24

18. URINAL SCREENS with
deodorizing blocks, releases sudsing
action for sanitation for up to 30 days,
must have enzymatic bacteria
technology to reduce odors. Cherry
Fragrance or Fresh Scent Fragrance.
Non para blocks. Must be able to
have block replaced in the screen .12
per box (WVC 4) – BOX

4

SECTION C (CONTINUED)

CONSUMABLES

<u>Item#</u>	<u>PER</u>	<u>ITEM</u>	<u>DISTRICTWID</u>
19. CHLORINE BLEACH, gallon jugs, 6 per case (FCC 1, WVC 4) – CASE	<u>5</u>		
20. INSTANT HAND SANITIZER, 4 ounce bottle with flip cap. (24 per case) (FCC 1, OCC 1) – CASE	<u>2</u>		
21. GOJO LUXURY FOAM HANDWASH, 1250ml size, must fit and work properly with GOJO 1250ml dispenser, (GS-41), 3 units per case (FCC 10, WVC 25) – CASE	<u>35</u>		
22. STAINLESS STEEL, PRE TREATED, POP UP DISPENSER, CLEANING CLOTHS, 75 cloths per dispenser, 6 dispensers per case (LTC 8) CASE	<u>8</u>		

*23. 35" X 39" TRASH BAGS, 20 micron (min), clear, must be on rolls – not loose. If the trash liner is made with a resin it needs to contain at least 10% Post Consumer Waste, 250 per case (FCC 3) CASE	<u>3</u>	<u> </u>	<u> </u>
24. 10" X 800', WHITE HIGH CAPACITY TOUCHLESS ROLL TOWEL, to fit Georgia Pacific enMotion Automatic Dispenser, 6 rolls per case, (LTC 35) – CASE	<u>35</u>	<u> </u>	<u> </u>
25. DISPOSABLE TOILET SEAT COVERS, half-fold, 250 per pkg., 2500 per case, (FCC 3, LTC 3) – CASES	<u>6</u>	<u> </u>	<u> </u>
26. PURELL INSTAND HAND SANITIZER FOAM, #5392-02, 2 – 1.2L 40.5 US FL OZ, (LTC 2, OCC 6)	EACH	<u>8</u>	<u> </u>
27. PINK LOTION ANTI-BACTERIAL SOAP, liquid, gallon bottles, 4 per case. (FCC 1) – CASE	<u>1</u>	<u> </u>	<u> </u>
28. INSTANT HAND SANITIZIER WITH ALOE. 4- 1000mL Bottles per case. Must fit and work properly in Purell TEX Touch-Free Dispensor # 2720-12. CASE (FCC 5)	<u>5</u>	<u> </u>	<u> </u>

SECTION C (CONTINUED)

CONSUMABLES

	PER	ITEM	DISTRICTWID
29. KUTOL FOAMING LUXURY HAND SOAP #69041, Green Seal Certified, 6/100ML Bags-Case (OCC 6)	<u>6</u>	<u> </u>	<u> </u>

30. URINALBLOCK REPLACEMENTS
for Urinal screens, must last for up to
30 days, must have enzymatic
bacteria technology to reduce odors.
Cherry or Fresh Scent. Non para
blocks.

12 Blocks per Case. (WVC-3)
CASES

3 _____

SECTION C GRAND TOTAL \$

SECTION D

OFFICE COPY PAPER

Item#

1. 8.5 X 11" White Copy Paper, 30% recycled content, 20 lb. weight, 500 sheets per ream, 10 reams per case, Brightness of 92. Successful bidder will deliver shipments to each location.

There will be deliveries in the following months: July 2010 and November 2010.

Listed below are the locations with quantities indicated for each shipment. Send a one (1) ream Sample to each location**.

**Locations

Frontier Community College
Attn: Galen Dunn
2 Frontier Drive
Fairfield, IL 62837

Deliveries to FCC

July 2010 75 cases
November 2010 75 cases

Lincoln Trail College
Attn: Dan Leggitt
11220 State Highway 1
Robinson, IL 62454

Deliveries to LTC

July 2010 100 cases
November 2010 100 cases

Olney Central College
Attn: Carl Sager
305 North West
Olney, IL 62450

Deliveries to OCC

July 2010 40 cases
November 2010 80 cases

Wabash Valley College
Attn: Ron Martin
2200 College Drive
Mt. Carmel, IL 62863

Deliveries to WVC

July 2010 120 cases
November 2010 120 cases

Olney Central College
For IECC District Office/Diana Tighe
1040 W. St. John's St.
Olney, IL 62450

Deliveries to OCC

July 2010 45 cases
November 2010 45 cases

800 CASES

SECTION D GRAND TOTAL \$_____

NOTE:

- We reserve the right to award bids to vendor(s) by section, by each item or for total package.
- The college district reserves the right to negotiate any or all janitorial bids. The negotiations will include all costs and will proceed until the Board of Trustees has determined that it has found suitable equipment and supplies. Therefore, the bids received will not be the sole determinate in identifying our janitorial equipment and supplies for the district.
- We require on-site delivery of specified quantity to each campus. Quantities by campus are noted in specifications and must be delivered to the following addresses:

(FCC) Frontier Community College
Attn: Galen Dunn
2 Frontier Drive
Fairfield, IL 62837

(LTC) Lincoln Trail College
Attn: Dan Leggitt
11220 State Highway 1
Robinson, IL 62454

(OCC) Olney Central College
Attn: Carl Sager
305 North West
Olney, IL 62450

(WVC) Wabash Valley College
Attn: Ron Martin
2200 College Drive
Mt. Carmel, IL 62863

IMPORTANT: Vendors must ship COMPLETE quantities as specified for each item at the same time- do not ship partial orders.

- Bids submitted must meet specifications; substitutions will not be accepted.
- Vendors must submit manufacturer's spec sheet on any items in the equipment section of the bid sheet.
- Please submit the catalog number and a copy of your newest catalog on each item bid.
- Vendor(s) are required to submit with their bid the manufacturer of each item.
- All products bid must be manufactured within the past 3 years.
- Deliveries must be made to campuses on Monday - Friday prior to 3:00 p.m.

***We must receive samples on items #1 – #9 and #23 CONSUMABLES.**

NOTE: Consumable Items #1 – #9 and #23 must be “Green Seal Certified”.

Samples should be labeled to match bid item number.

Samples should be sent to Galen Dunn at Frontier Community College, 2 Frontier Drive, Fairfield, IL 62837 no later than **June 11, 2010.**

ALL FREIGHT, DELIVERY AND FUEL SURCHARGES ARE INCLUDED IN BID. OUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN FIRM FOR A PERIOD OF AT LEAST SIX WEEKS FROM THE DATE QUOTATION IS OPENED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____ DATE _____

FAX NUMBER _____

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, 2010

(Prior to the accrual run and year-end
adjusting journal entries)

FUND	BALANCE
Educational	\$2,201,571.15
Operations & Maintenance	\$648,155.02
Operations & Maintenance (Restricted)	\$408,147.44
Bond & Interest	\$260,099.41
Auxiliary	\$263,835.22
Restricted Purposes	(\$315,529.53)
Working Cash	\$33,688.77
Trust & Agency	\$217,203.50
Audit	(\$15,512.24)
Liability, Protection & Settlement	\$229,383.19
TOTAL ALL FUNDS	\$3,931,041.93

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
June 30, 2010

(Prior to the accrual run and year-end adjusting journal entries)

	ALL FUNDS
	Fiscal Year 2010
ASSETS:	
CASH	3,931,042
IMPREST FUND	22,000
CHECK CLEARING	12,500
INVESTMENTS	14,190,800
RECEIVABLES	8,238,595
ACCRUED REVENUE	33,631
INTERFUND RECEIVABLES	1,500,000
INVENTORY	516,115
OTHER ASSETS	443,842
TOTAL ASSETS AND OTHER DEBITS:	28,888,525
 LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	200,895
ACCOUNTS PAYABLE	262,159
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	4,456,535
OTHER LIABILITIES	1,975,341
TOTAL LIABILITIES:	6,894,930
 EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	2,809,387
PR YR BDGTED CHANGE TO FUND BALANCE	104,322
 FUND BALANCES:	
FUND BALANCE	18,193,411
RESERVE FOR ENCUMBRANCES	886,475
TOTAL EQUITY AND OTHER CREDITS	21,993,595
 TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	 28,888,525

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Statement of Revenues, Expenses,
and Changes in Net Assets
AS OF June 30, 2010

(Prior to the accrual run and year-end adjusting journal entries)

ALL FUNDS

	FY 2010
	YEAR-TO-DATE
REVENUES:	
LOCAL GOVT SOURCES	5,642,112
STATE GOVT SOURCES	15,802,557
STUDENT TUITION & FEES	11,964,469
SALES & SERVICE FEES	3,392,399
FACILITIES REVENUE	9,435
INVESTMENT REVENUE	289,795
OTHER REVENUES	216,949
TOTAL REVENUES:	<u>37,317,716</u>
EXPENDITURES:	
INSTRUCTION	12,338,852
ACADEMIC SUPPORT	522,580
STUDENT SERVICES	1,403,355
PUBLIC SERV/CONT ED	68,891
OPER & MAINT PLANT	2,960,123
INSTITUTIONAL SUPPORT	7,789,191
SCH/STUDENT GRNT/WAIVERS	5,206,627
AUXILIARY SERVICES	4,709,157
TOTAL EXPENDITURES:	<u>34,998,776</u>
TRANSFERS AMONG FUNDS:	
INTERFUND TRANSFERS	<u>0</u>
TOTAL TRANSFERS AMONG FUNDS:	0
NET INCREASE/DECREASE IN NET ASSETS	<u>2,318,940</u>

Illinois Eastern Community Colleges
Operating Fund - Income Statement
CASH BASIS
July 1 -- June 30, 2010

REVENUES:	Education Fund	O & M Fund	Total Operating Funds
Local Government Sources	2,528,745	1,034,866	3,563,611
State Government Sources	11,341,777	2,403,573	13,745,350
Net Tuition and Fees	6,172,904	-	6,172,904
Sales & Service Fees	33,306	-	33,306
Facilities Revenue	-	8,555	8,555
Investment Revenue	134,287	32,563	166,850
Other Revenues	184,071	29	184,100
TOTAL REVENUES:	<u>20,395,090</u>	<u>3,479,586</u>	<u>23,874,676</u>
EXPENDITURES:			
Salaries	15,201,330	830,114	16,031,444
Employee Benefits	2,056,282	173,624	2,229,906
Contractual Services	369,645	271,027	640,672
Materials	1,173,245	211,831	1,385,076
Travel & Staff Development	194,766	4,623	199,389
Fixed Charges	194,155	203,098	397,253
Utilities	121,388	1,050,677	1,172,065
Capital Outlay	108,034	107,391	215,425
Other	111,773	171	111,944
TOTAL EXPENDITURES:	<u>19,530,618</u>	<u>2,852,556</u>	<u>22,383,174</u>
TRANSFERS :			
INTERFUND TRANSFERS	(974,142)	-	(974,142)
TOTAL TRANSFERS:	<u>(974,142)</u>	<u>-</u>	<u>(974,142)</u>
NET INCREASE/DECREASE IN NET ASSETS	<u><u>(109,670)</u></u>	<u><u>627,030</u></u>	<u><u>517,360</u></u>

**OPERATING FUNDS
COMPARISON REPORT FY08-10**

(Prior to the accrual run and year-end adjusting journal entries)

College	Category	FISCAL YEAR 2008			FISCAL YEAR 2009			FISCAL YEAR 2010			
		Annual Budget	Spent Thru June	% of Bdgt	Annual Budget	Spent Thru June	% of Bdgt	Annual Budget	Spent Thru June	% of Bdgt	% of Year
Frontier	Bills		\$1,958,244			\$2,231,308			\$1,728,044		
	Payroll		1,988,043			2,028,332			2,201,569		
	Totals	\$4,164,105	3,946,287	95%	\$4,345,598	4,259,640	98%	\$4,389,054	3,929,613	90%	100%
Lincoln Trail	Bills		1,433,736			1,886,101			1,399,227		
	Payroll		2,417,414			2,508,271			2,469,055		
	Totals	3,901,902	3,851,150	99%	4,575,110	4,394,372	96%	\$4,620,861	3,868,282	84%	100%
Olney Central	Bills		2,053,903			2,505,821			1,998,417		
	Payroll		4,247,582			4,494,275			4,804,423		
	Totals	6,363,670	6,301,485	99%	7,117,178	7,000,096	98%	\$7,188,350	6,802,840	95%	100%
Wabash Valley	Bills		2,101,090			2,810,933			2,213,370		
	Payroll		3,083,419			3,339,987			3,146,471		
	Totals	5,186,736	5,184,509	100%	6,340,835	6,150,920	97%	\$6,404,243	5,359,841	84%	100%
Workforce Educ.	Bills		1,886,359			2,187,577			2,361,367		
	Payroll		1,573,687			1,585,896			1,679,332		
	Totals	3,366,390	3,460,046	103%	3,887,648	3,773,473	97%	\$4,150,932	4,040,699	97%	100%
District Office	Bills		260,926			271,705			259,743		
	Payroll		916,049			965,480			903,533		
	Totals	1,295,077	1,176,975	91%	1,322,403	1,237,185	94%	\$1,217,108	1,163,276	96%	100%
District Wide	Bills		1,959,634			2,069,716			1,567,016		
	Payroll		854,078			958,620			827,061		
	Totals	4,329,787	2,813,712	65%	4,294,128	3,028,336	71%	4,477,402	2,394,077	53%	100%
GRAND TOTALS		\$28,607,667	\$26,734,164	93%	\$31,882,900	\$29,844,022	94%	\$32,447,950	\$27,558,628	85%	100%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
June 30, 2010

	Amount	% of Total
Salaries	16,031,444	58.17%
Employee Benefits	2,229,906	8.09%
Contractual Services	640,672	2.32%
Materials	1,385,076	5.03%
Travel & Staff Development	199,389	0.72%
Fixed Charges	397,253	1.44%
Utilities	1,172,065	4.25%
Capital Outlay	215,425	0.78%
Other	5,287,398	19.19%
	<u>27,558,628</u>	<u>100.00%</u>

(Prior to the accrual run and year-end adjusting journal entries)

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive's Session Minutes

- A. Written Executive Session Minutes**
- B. Audio Executive Session Minutes**

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 15, 2010
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional information for items 400.1., 400.2., 400.7 and 400.8. will be mailed under separate cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Temporary Employment**
- 400.3. Retired Faculty Adjunct Pay Rate**
- 400.4. Approval to Hire Faculty Prior to August Board Meeting**
- 400.5. Approval of Proposed Non-College Employment (External Report)**
- 400.6. Annual Review of FMLA taken during 2010 fiscal year (External Report)**
- 400.7. Retirement**
- 400.8. Resignations**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Faculty

1. Donald Cruz, Workforce Education Instructor, effective August 1, 2010

B. Professional / Non-Faculty

1. Clint Burris, Head Women's Basketball Coach, OCC, effective July 22, 2010
2. Kevin Emerick, Head Men's Basketball Coach, LTC, effective July 12, 2010
3. Linda Miller, Program Director of Cosmetology, OCC, effective July 22, 2010

400.2. Temporary Employment

A. Faculty

1. John Kendall, Accounting Instructor, temporary contract for the 2010-2011 academic year only, effective August 12, 2010

400.3. Retired Faculty Adjunct Pay Rate

- A. Retired IECC Faculty Rate** – This rate applies to individuals who taught full-time at IECC, retired from IECC and who are hired as part-time faculty. In special instances when staff cannot be obtained at the established retired faculty rate for specific classes, the college dean(s) shall seek approval from the college president to offer additional compensation not to exceed more than \$100 per credit hour or more than \$2100 per year.

<u>Rate</u>	<u>Effective Date</u>
\$480 per equated hour (load hour)	Fall 2010
\$500 per equated hour (load hour)	Fall 2011

400.4. Approval to Hire Faculty Prior to August Board Meeting

400.5. Approval of Proposed Non-College Employment (External Report)

400.6. Annual Review of FMLA taken during 2010 fiscal year (External Report)

400.7. Retirement

A. Administrative

1. Carroll Hilliard, Assistant Dean of Student Services, FCC, effective September 1, 2010

400.8. Resignations

A. Faculty

1. Alan O'Keefe, Physics Instructor, effective June 28, 2010
2. Jill Stukenberg, English Instructor, effective July 7, 2010

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase 9 Carryover 2 Projects

	Estimated Budget										
District Office Roof Replacement	\$167,100										
District Wide Plumbing & Electrical Upgrades	\$367,300										
GRAND TOTAL	\$534,400		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

6/30/2010

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