

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

May 16, 2000



Location:

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

**Dinner – 6 p.m. – Classroom 23
Meeting – 7 p.m. – Cooperative Extension Building**

IECC BOARD AGENDA

7 P.M.

May 16, 2000

1. Call to order & Roll Call.....Chairman Lane
2. Disposition of MinutesCEO Bruce
3. Recognition Bruce
 - A. Visitors and Guests
 - B. IECCEA Representative
4. Public Comment
5. Reports
 - A. Report from Trustees
 - B. Report from Presidents
 - C. Report from George Woods
 - D. Report from Cabinet
6. Policy First Readings (and Possible Approval) - None
7. Policy Second Readings - None
8. Staff Recommendations for Approval
 - A. Technology Plan.....Cline
 - B. Commercial Insurance Package Bruce
 - C. Lawrence County Enterprise Zone Expansion Bruce
 - D. Robinson Enterprise Zone Expansion..... Bruce
 - E. Long-Range Plan Bruce
 - F. Catalog Addendum Bruce
 - G. Agreement with Kaskaskia College..... Bruce
 - H. LTC & GTE Easement.....Allard
 - I. FY2000-2001 Department of Corrections ContractArabatgis
9. Bid Committee Report.....Allard
None
10. District Finance
 - A. Financial Report.....Allard
 - B. Approval of Financial Obligations Bruce
11. Chief Executive Officer's Report..... Bruce
12. Executive Session..... Bruce
13. Approval of Executive Session Minutes..... Bruce
14. Approval of Personnel Report Bruce
15. Collective Bargaining
16. Litigation..... Bruce
17. Acquisition and Disposition of Property Bruce
18. Other Items
19. Adjournment

Agenda Item #1

Call to Order & Roll Call

Agenda Item #2

Disposition of Minutes

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in SB61, at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, April 18, 2000.

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

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

Dr. G. Andrew Fischer, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Mr. James W. Lane, Jr., Mrs. Beverly L. Turkal, Miss Marilyn J. Wolfe. Also present was Mr. Brent Engel, student trustee. Trustees absent at roll call: Mrs. Brenda K. Culver. There being a quorum present, the Chairman declared the Board of Trustees to be in open, public session for the transaction of business.

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

Also present at this meeting, in addition to trustees:

Mr. Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.
Mr. Jack Davis, Dean of Instruction of Olney Central College.
Dr. John Arabatgis, President of Lincoln Trail College.
Mr. Wayne Henegar, Dean of Instruction of Wabash Valley College.
Dr. William J. Lex, President of Frontier Community College.
Mr. George Woods, Dean of Community Development & Workforce Education.
Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.
Ms. Pamela Schwartz, Associate Dean of Institutional Development.
Mrs. Nancy J. Allard, Comptroller & Director of Finance.
Mrs. Marty Novak, Director of Personnel.
Mrs. Terry Stanford, Executive Secretary to the CEO.
Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, held Tuesday, March 21, 2000, were presented for approval.

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

AGENDA #3 – “Seating of Student Trustee” – The oath of office was administered to Mr. Brent Engel, a student at Olney Central College, and he was seated as student member of the Board of Trustees for the coming year.

AGENDA #4 – “Recognition” –

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

#4-B. IECCEA Representative: None.

AGENDA #5 – “Public Comment” – None.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: Mr. Lane and Mr. Bruce reported on their appearance before the Illinois Board of Higher Education relative to the IECC relationship with Franklin University. Mr. Lane reviewed plans for the upcoming Board Retreat.

#6-B. Report from Presidents: Informational reports from each of the four colleges were presented by Mr. Davis, Dr. Arabatgis, Mr. Henegar and Dr. Lex.

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

#6-D. Report from Cabinet: Mr. Davis and Mrs. Cantwell reviewed IECC's *Annual Report Card* for fiscal year 2000. The plan describes the district's effectiveness in meeting its stated mission and purpose. Among key findings in the report card were: Illinois Eastern continues to lead the state in service its residents, with a head count of 63 and a fulltime equivalency enrollment of 30.5 students per 1000 population. More than 90 percent of employers who hired IECC technical program graduates said they had the necessary skills to perform in the workplace. Ninety-seven percent of students enrolled on the 10th day of the fall semester were still enrolled at midterm and 88 percent of students enrolled on the 10th day of classes completed their classes. Grade point average for transfer students was the same as "native" students at senior colleges. Student pass rates on the cosmetology license exam was 100 percent, on the practical nursing exam 94 percent, and on the registered nursing exam 85 percent.

AGENDA #7 – "Policy Readings (and Possible Approval)" – None.

AGENDA #8 – "Policy Second Readings" – None.

AGENDA #9 – "Staff Recommendations for Approval" - The following staff recommendations were presented for approval.

#9-A. Lease Agreements: The CEO recommended approval of the following lease agreements. The only revision is extending each lease one-year.

1. Tom Fehrenbacher/OCC Cosmetology Lease – amendment to lease for the Cosmetology program property located at 202 E. Main, Olney, IL extends the lease through June 30, 2001, rent remains the same at \$5,757 per year.
2. Tom Fehrenbacher/IECC Lease – amendment to lease for the Dislocated Workers property located at 216 E. Main, Olney, IL extends the lease through June 30, 2001, rent remains the same at \$760 per month.
3. CMS IDES/IECC Lease – agreement with Central Management Services for IL Dept. of Employment Security, located at 216 E. Main, Olney, IL extends the lease through June 30, 2001, rent remains the same at \$472 per month.
4. IECC/Dislocated Workers Sublease – amendment to sublease with Lakeland College Dislocated Workers Center for property located at 216 E. Main, Olney, IL extends lease through June 30, 2001, rent remains the same at \$672 per month.
5. CEFS/IECC Sublease – amendment to sublease with CEFS Economic Opportunity Corporation for property located at 216 E. Main in Olney, IL, extends lease through June 30, 2001, rent remains the same at \$175 per month.

Board Action: Mrs. Kessler made a motion to approve the foregoing Lease Agreements as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-B. FY2001 Activity Fee Allocation: The CEO recommended approval of allocation of student activity fees for FY2001 as follows:

	<u>LTC</u>	<u>OCC</u>	<u>WVC</u>
Alumni Association	2%	0%	0%
Athletics	30%	35%	30%
Cheerleaders	5%	0%	4%
College Union	13%	0%	11%
Student Testing	1%	2%	0%
Intramurals	5%	2%	0%
Parking Maintenance	0%	18%	0%
Publications	15%	0%	16%
Soc. Cul. Act. Team	0%	2%	0%
Special Events	4%	0%	3%
Student Senate	15%	5%	15%
Special Projects	8%	10%	16%
Natatorium	2%	0%	0%
Student Handbook	0%	0%	0%
Model United Nations	0%	0%	5%
Child Care	0%	12%	0%
Food Services	0%	14%	0%

Board Action: Miss Wolfe made a motion to approve the FY2001 Activity Fee Allocation as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-C. Capital Project – Widen & Resurface Service Roadway at OCC: The CEO recommended approval of the Capital Project Application and adoption of the following resolution, to widen and resurface the service entry at Olney Central College. Estimated cost is \$57,700, funded locally by parking maintenance fees.

Resolution of the Board of Trustees – Capital Project Application

WHEREAS, there is a need to widen and resurface the roadway at Olney Central College.

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges, District #529, as follows:

1. Authorization is hereby given to file this district’s Capital Project Application, for the project to Widen and Resurface the Roadway at Olney Central College.

2. Project budget is \$57,700, to be locally funded new construction, as follows:

Land & Site Development: \$47,600.
 Contingency: \$4,800.
 A/E Professional Fees: \$5,300.
 Total: \$57,700.

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

4. The Board of Trustees hereby certifies that the requested project is included in the District Site and Construction Master Plan and that the site has been determined professionally to be suitable for construction purposes.

Board Action: Mrs. Turkal made a motion to approve the foregoing Capital Project Application and resolution as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-D. Readmission Policy Revision for Nursing Students: The CEO recommended adoption of the following revision to the Readmission Policy for Nursing Students:

Page 23 of the IECC College Catalog 1999-2001:

A student in the nursing program who has been denied readmission may repetition no sooner than three calendar years from the date of their original petition. If the student is readmitted and withdraws passing or fails, he/she will not be allowed to petition again except as follows: IECC nursing students may reapply to the second year of the program one time from the last program exit, without regard to prior academic performance, subject to the following criteria:

1. Successful completion of the Practical Nurse curriculum
2. Licensure as a Practical Nurse
3. Employment as a Licensed Practical Nurse with documentation of at least 2000 hours of work from the time of the last exit from the nursing program.

If readmitted, the student progression/retention will follow the guidelines of a first-time student.

Other requested changes in the IECC College Catalog 1999-2001 are related to development of the certified nurse assistant entry, NUR 1207, adoption of the RN (NUR 2205) and PN (NUR 1206) Review courses, and need for clarification for accuracy and congruence with program operation.

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~~The Olney Central College~~ Illinois Eastern Community Colleges-Olney Central College Associate Degree Nursing Program is offered at all four colleges in the IECC District.

The IECC-OCC Nursing Program supports the concept of articulation and education mobility. Students who successfully complete NUR 1207 and NUR 1201 are eligible to apply for the Illinois certification exam for nurse assistants. Students have the educational mobility option of exiting after the first year at the Practical Nurse (PN) level or continuing into the second year to complete studies to become a Registered Nurse (RN).

Successful completion of NUR 1207, NUR 1201, NUR 1202, NUR 1203, and NUR 1206, along with all required first-year general education courses, is required for students to apply for the Practical Nurse (PN) licensure examination.

Successful completion of NUR 1207, NUR 1201, NUR 2201, NUR 2202, NUR 2205, along with all required general education courses, is required for students to apply for the Registered Nurse (RN) licensure examination. ~~Second year students will be required to take a designated review course.~~

~~Transfer students and Licensed Practical Nurses (LPNs) who graduated from schools other than Illinois Eastern Community Colleges and Illinois eastern Community Colleges students completing first year Nursing course over three years prior to readmittance must successfully complete NUR 1204 before enter the second year for Registered Nurse (RN) preparation.~~

Licensed practical nurses (LPN) who graduated from schools other than Illinois Eastern Community Colleges and IECC LPNs completing first-year courses three or more years prior to readmittance must successfully complete NUR 1204 before entering the second year for Registered Nurse (RN) preparation.

Transfer students, who meet curriculum criteria, may be granted advanced placement to enter NUR 1202 or NUR 2201. Prior to entering the advanced placement course, the student must successfully complete NUR 1205. Generic students

who have led an academic absence of two or more years who are readmitted beyond NUR 1201 must complete NUR 1205 prior to reentering Nursing courses. All returning students will be required to demonstrate competencies appropriate to the point of entry prior to re-entry.

Students who are Illinois certified* as nurse assistants may be granted equivalency for NUR 1207 subject to the following criteria:

1. Completion of training program within 5 years of the date of application.
2. Verification of 1000 hours of work as a CAN during the 12 months prior to application.
3. Listed on the Illinois Department of Public Health Registry.

*Certification in other states will be reviewed for compliance with Illinois standards.

**If student has completed Illinois state approved basic nurse assistant training course and certification within the past 18 months prior to application, the work requirement is waived.

~~The Olney Central College~~ Illinois Eastern Community College-Olney Central College Associate Degree Nursing Program participates in the statewide articulation initiative. The Program is approved by the Illinois Department of Professional Regulation and accredited by the National League for Nursing Accrediting Commission (NLNAC), which is located at 61 Broadway 33rd Floor, New York City, NY 10006, 800-669-1656, ext 153, e-mail: www.accrediting-comm-nlnac.org.

Nursing students will be required to pay ~~tuition and~~ fees for testing ~~and review courses~~ as mandated by the President of Olney Central College and the Associate Dean of Nursing and Allied Health. Current Nursing tuition and program requirement are subject to change.

Board Action: Ms. Jameson made a motion to approve the Readmission Policy revision for Nursing Students as outlined. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-E. Nursing Program Fees: The CEO recommended approval of the following revised Nursing Program fees:

Nursing Module Fee

NUR 1203, 1204, 1205, 1207 - \$9.00 per term.

NUR 1201, 1202, 2201, 2202 - \$16.00 per term.

Student Handbook Fee - \$5.00 on admission to the program.

Nursing Course Laboratory Fee

NUR 1201 - \$30.00.

NUR 1207 - \$20.00.

NUR 1202, 2201, 2202 - \$45.00.

Board Action: Mrs. Turkal made a motion to approve the revised Nursing Program fees as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-F. Department of Corrections Amendment to Contract: The CEO recommended approval of an amendment to the Department of Corrections FY2000 contract. Six areas will be affected by the amendment. First, Personnel will be reduced by \$13,536. Second, Fringe Benefits will be reduced by \$1,483. Both of these are from the surplus in the Food Service Program. Third, Equipment will be increased by \$14,486. This will allow for the upgrading of computer stations for the faculty and staff, and the purchasing of office equipment, chairs, tables, and

instructional equipment. Fourth, Commodities will be increased by \$2,024 to allow for the purchase of textbooks and teaching supplies. Fifth, Other is being increased by \$52. Sixth, the administrative overhead will be reduced by \$148. This is the result of transferring \$1,480 from programs to the administrative budget at the correctional center. The amendment also allows for addition of \$1,525 from plant sales.

Under IECC's contract with the Department of Corrections School District 428, LTC provides educational programs at the Robinson Correctional Center.

Board Action: Miss Wolfe made a motion to approve the foregoing amendment to the Department of Corrections contract as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-G. FY2001 Local Plan: The CEO recommended approval of the District's Local Plan for fiscal year 2001, for submission to the Illinois State Board of Education. The plan shows that the four colleges have implemented the Perkins III grant in the proper manner.

Board Action: Mr. Engel made a motion to approve the fiscal year 2001 Local Plan as outlined. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-H. Agreement Between IECC and Cumulus Broadcasting Company: The CEO recommended approval of the following agreement between IECC and Cumulus Broadcasting Company to provide internships and broadcasting related activities and opportunities for WVC broadcasting students.

Agreement

Illinois Eastern Community Colleges and Cumulus Broadcasting Company, with broadcasting offices in Evansville, Indiana and the owner and operator of radio station WTRI-FM, agree to the following industry/educational partnership:

Wabash Valley College will provide WTRI-FM with office space sufficient for one person; and the use of a broadcasting studio, on such occasions as needed, to deliver radio programming to the WTRI-FM transmitter located in Wabash County, Illinois.

Cumulus Broadcasting Company will provide internships and broadcasting-related activities and opportunities (such as a weekly "Illinois Report") for Wabash Valley College broadcasting students.

In addition, Cumulus Broadcasting Company will make an annual financial contribution to Wabash Valley College broadcasting program to be used for the improvement of the program.

Further, Cumulus Broadcasting Company and WTRI-FM will purchase, install, and maintain the equipment necessary to maintain the linkage between Wabash Valley College and WTRI-FM's transmitter, located in Wabash County, Illinois.

This agreement may be terminated by either party with 30 days written notice.

Board Action: Mrs. Turkal made a motion to approve the Agreement between IECC and Cumulus Broadcasting Company as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-I. Contract with Cellular One: The CEO recommended approval a contract with Cellular One for placement of a cellular tower on Olney Central College property owned by IECC. The tower will be located at the southern edge of the property and west of the current industrial maintenance building on the south campus. Cellular One has proposed a payment of \$500 per month, plus 50% of any additional revenue generated by leasing the tower to other cellular carriers, plus one cellular telephone with unlimited use within the Cellular One service area.

Board Action: Dr. Fischer made a motion to approve the contract with Cellular One as outlined. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Mr. Lane abstained. Trustees absent: Mrs. Culver. The motion having received 5 yea votes and 0 nay votes and 1 abstention, the Chair declared the motion carried.

AGENDA #10 – “Bid Committee Report” – None.

AGENDA #11– “District Finance” – The following district financial matters were presented:

#11-A. Financial Report: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of (\$344,531.74), as of March 31, 2000. The reports were accepted.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of April, 2000, totaling \$672,053.62, were presented for approval.

Board Approval for Payment of Financial Obligations: Miss Wolfe made a motion to approve payment of the district financial obligations for the month of April, 2000, in the amounts listed, and payments from the revolving fund for the month of March, 2000. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

AGENDA #12 – “Chief Executive Officer's Report” - Mr. Bruce presented informational reports relative to the following topics:

1. IBHE Meeting.
2. Jeff Gumbel and Campus Pipeline.
3. The Chronicle of Higher Education Article on Campus Pipeline.
4. CISCO Certification – 6 Instructors.
5. Delegation from Hainan Foreign Trade School to Visit.
6. Illinois Century Network.
7. Former Governor Jim Edgar to Visit April 24.
8. IECC Board Retreat – April 28 & 29.
9. Enrollment Up 4%.
10. Job Fair at OCC a Success.
11. “Faces of the Future” Survey Conducted by AACC.

12. Telecom Student Success.
13. Employee Recognition Page Created.
14. May 3 Event in Giant City.
15. Franklin University Link.

AGENDA #13 – “Executive Session” – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

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

Dr. Fischer, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Ms. Jameson. Trustees absent: Mrs. Culver. The motion having received 5 yea votes and 1 nay vote, the Chair declared the motion carried. A closed meeting was held, beginning at 8:35 p.m.

#13-B. Closed Meeting Ended: Dr. Fischer made a motion to reconvene in open session. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 9:10 p.m.

AGENDA #14 – “Approval of Executive Session Minutes” – Dr. Fischer made a motion to approve for the public record, minutes of a closed meeting held Tuesday, March 21, 2000, as prepared. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

AGENDA #15 – “Approval of Personnel Report” – The CEO presented the following Personnel Report and recommended it be approved.

400.1. Employment of Personnel

A. Clerical/Secretarial

1. Melissa Chapman: Initial full-time employment as Office Assistant for the Dislocated Worker Program. Amount: Based upon \$13,650 per fiscal year. Effective: May 15, 2000. Employment is contingent upon continued grant funding.

B. Technical

1. Rhoda Slichenmyer: Initial full-time employment as International Student Liaison at the District Office. Amount: Based upon \$19,845 per fiscal year. Effective: April 20, 2000.

C. Faculty

1. William Martin: Initial full-time employment as Computer Instructor. Amount: Based upon \$31,686 per academic year. Effective: August 16, 2000.

400.2. Resignations

A. Professional/Non-Faculty

1. Carol Fouts, Coordinator of Public Information & Marketing at Lincoln Trail College, effective March 30, 2000.

B. Maintenance/Custodial

1. Pam Felts, Custodian at Wabash Valley College, effective April 28, 2000.

400.3. Retirement

A. Faculty

1. John Stencel, Life Sciences Instructor, effective May 13, 2000.

Board Action to Approve Personnel Report: Mrs. Kessler made a motion to approve the foregoing Personnel Report as presented. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

AGENDA #16 – “Collective Bargaining” – None.

AGENDA #17 – “Litigation” – None.

AGENDA #18 – “Acquisition & Disposition of Property” - None.

AGENDA #19 – “Other Items” – Notification of banks relative to the recently revised investment policy was discussed.

AGENDA #20 – “Adjournment” – Dr. Fischer made a motion to adjourn, with the Board of Trustees to hold a reconvened regular meeting (Board Retreat) beginning Friday, April 28, 2000, at 5:00 p.m., at Quail Creek Country Club, Robinson, Illinois. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried, and the meeting adjourned at 9:30 p.m. until the designated and announced date, time and place.

Approved: Chairman: _____

Secretary: _____

Agenda Item #3

Recognition

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

Agenda Item #4

Public Comment

Agenda Item #5

Reports

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

Agenda Item #6

Policy First Readings (and Possible Approval)

None

Agenda Item #7

Policy Second Readings

None

Agenda Item #8

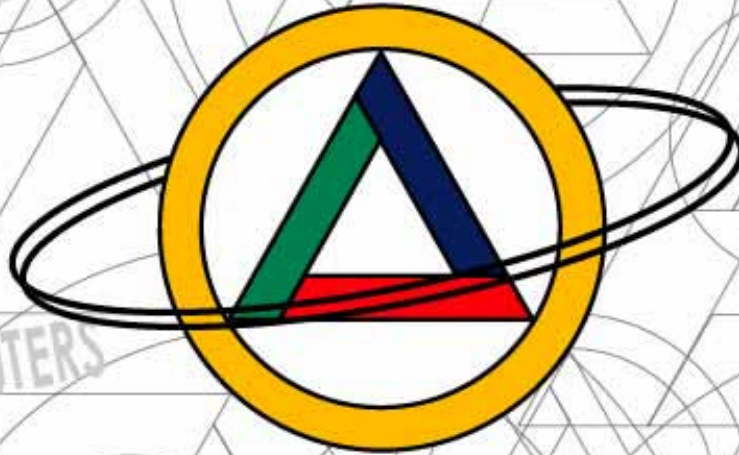
Staff Recommendations for Approval

- A. Technology Plan**
- B. Commercial Insurance Package**
- C. Lawrence County Enterprise Zone Expansion**
- D. Robinson Enterprise Zone Expansion**
- E. Long-Range Plan**
- F. Catalog Addendum**
- G. Agreement with Kaskaskia College**
- H. LTC & GTE Easement**
- I. FY2000-2001 Department of Corrections Contract**

Agenda #8A

Technology Plan

Illinois Eastern Community Colleges



TECHNOLOGY PLAN FY 2001 - 2005



Frontier Community College



Lincoln Trail College



Olney Central College



Wabash Valley College

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The IECC staff and students wish to express a special thank you to the Technology Committee members.

TECHNOLOGY COMMITTEE MEMBERS

Nancy Allard

Bob Boyles

Chris Cantwell

Alex Cline, Chairperson

Jim Cox

Galen Dunn

John Highhouse

Doug Shipman

George Woods

Laura York

CEO's Cabinet Approval – May 5, 2000

Board of Trustees – Reviewed x/x/2000

MISSION STATEMENT
of
ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT 529

The mission of Illinois Eastern Community Colleges District 529 is to provide educational opportunities and public services to the citizens of southeastern Illinois. IECC is a system of four public institutions of higher education supported by a district office.

The educational mission is achieved by offering associate degree programs in transfer, technical, and general fields of study, along with developmental instruction, adult education, and customer-centered student services. Public services are provided to the citizens, businesses, and industries of the district through community education and community service programs.

By offering quality educational and public service programs, the colleges work together to better the cultural, social, and economic futures of the citizens of southeastern Illinois.

ILLINOIS EASTERN COMMUNITY COLLEGES

TECHNOLOGY PLAN FY 2001 – FY 2005

EXECUTIVE SUMMARY

The FY 2001 – FY 2005 Technology Plan serves as a review of existing technologies and outlines current and future technological needs for the improvement of the district's administrative and instructional technologies. The goal of the plan is to improve technological services for faculty, staff and students, within the projected budget.

Included in the plan are the descriptions and definitions in the following areas: administrative systems, network infrastructure, telecommunications, software, instructional resources and other technological equipment.

With the support and commitment of the Board of Trustees, staff, faculty and administration, IECC has made great strides in technology over that last four years. The district implemented three major systems within a four-year period; specifically, a district-wide phone system, administrative software system, and network infrastructure. These accomplishments provided the foundation needed for additional technology projects to better serve the citizens of District 529 and has allowed IECC to develop a Technology Plan that:

- is supported by the four campuses, workforce education, and district office that includes their full commitment to the implementation of the adopted plan and provisions for funding of support staff and curriculum planning at each location.
- is cost-effective, with regard given to present and anticipated financial resources.
- is developed with input from key officers from each campus and the district office with full consideration given to the American Disabilities Act and the need to accommodate access for the physically challenged.
- provides employees with access to excellent and consistent training in the use of new technologies.
- addresses security issues and concerns.
- ensures investments in technologies that will provide a sound, reliable infrastructure.
- focuses on major technology needs outside of the normal operating budget and grant funds.

For reference the following charts and maps are included in the Appendices:

- Map of current wide area network
- Map of current video network

- Map of current voice network
- T-1 connectivity map

IECC'S CURRENT TECHNOLOGICAL INFRASTRUCTURE

IECC's previous Communications Plan was approved in 1996 and implemented during FY1996 – FY1999. The plan was based on district-wide surveys and represented campus priorities for voice, data and video service improvement. The plan was aggressive and numerous technology projects were developed and implemented. By all measures the plan was a successful tool for the development, acquisition and implementation of new technology. Over \$2.2 million was invested to support the Communication Plan projects. All projects targeted in the first plan are completed and a partial list of the projects is shown in the following tables.

The technological infrastructure resources at IECC are categorized into three areas: *voice, data and video*.

STATUS UPDATE

Voice Network Status

PROJECT	STATUS	NOTES
Create a new voice communication system with enhanced functionality for: voice mail, call transfer, hold, group pickup, speed call, conference call, last number redial, toll free dialing between campuses and IECC campus communities and district office, automated attendant and on-site notification for 911 calls.	✓ Completed	New telephone equipment and wiring were installed and implemented in 1997.
Create a private digital network (PDN).	✓ Completed	Leasing of T-1 lines and interconnecting with PBX instruments.
Install internal and external voice cable to support new system.	✓ Completed	A team of IECC Telecommunications Students and an Instructor re-wired all campus building to support voice and data connectivity during the summer of 1997.

Data Network Status

PROJECT	STATUS	NOTES
Establish and implement a district-wide data network to provide: Internet, e-mail, and access to the IECC administrative software system.	✓ Completed	New equipment and wiring were installed and implemented in 1997, with the leasing of T-1 lines.
Establish and implement Wide Area Network (WAN) connecting campuses and district office.	✓ Completed	In 1997 all campuses were connected via T-1 lines for voice, video and data transmissions
Implement firewall to prevent unauthorized access to IECC network.	✓ Completed	Firewall server implemented in 1997 to provide network security and IP addressing
Establish Local Area Network (LAN) to support campus level data connectivity.	✓ Completed	The LANs on each campus provide data connectivity to any computer or device connected to the campus network. Connections have been established in most offices, classrooms, and computer labs. The LANs were designed to accommodate future growth.
Obtain the necessary IP addresses and domain name.	✓ Completed	IECC contracted with AccessUS in 1996 to provide Internet access and established iecc.cc.il.us as the primary domain name.
Implement network file servers to support Banner software and district-wide file sharing.	✓ Completed	Network file servers have been implemented at each college location to district-wide file sharing. Computer users from all colleges can share files using the district's data network. A Citrix terminal server also supports the Banner forms and reports.

Video Network Status

PROJECT	STATUS	NOTES
Establish and implement interactive video or distance learning classrooms at each of the four campuses.	✓ Completed	All video classrooms are connected via leased T-1 lines.
Develop and implement distance learning sites at participating high school districts.	✓ Completed	Red Hill, Mt. Carmel, Flora, and Fairfield High Schools began utilizing interactive video classrooms during the fall 1998 semester.
Establish and implement video switching hub for equipment and T-1 video to originate and terminate.	✓ Completed	All video transmissions travel through the video hub located at OCC. The hub is also connected to the SIHEC hub at SIU-Edwardsville
Develop and enhance relationships with other distance learning networks.	✓ Completed	IECC became a member of the Southwestern Illinois Higher Education Consortium (SIHEC) distance learning network, which includes 42 interactive video (IV) classrooms and over 350 IV classrooms throughout the state of Illinois.

Software Applications Status

PROJECT	STATUS	NOTES
Implement a client/server-based administrative software system to support human resources, finance, student records and financial aid.	✓ Completed	Banner, an administrative software system, was implemented and functional on the following dates: Human Resources - 01/98, Finance – 07/98, and Student Records/ Financial Aid -11/98.
Establish WWW servers to house general district information and support web-based courses.	✓ Completed	WWW server was established at www.iecc.cc.il.us to provide general district information. An instructional WWW server was established at www.ieconline.net to support online courses. Campus Pipeline software was implemented to provide integrated services to IECC's students and employees.
Implement an Intranet server to support internal informational needs.	✓ Completed	An Intranet server has been established at info.iecc.cc.il.us to support internal informational needs. Administrative forms and manuals are now available online.
Implement an email server for IECC staff.	✓ Completed	An email server has been established to provide email accounts for all IECC staff.

TECHNOLOGY VISION FOR ILLINOIS EASTERN COMMUNITY COLLEGES

IECC has actively built a substantial technology foundation; rapidly adopting a significant amount of technology. The district now must accomplish the task of utilizing the power of the new technology in order to maximize the educational benefits to the citizens of District 529.

Technology changes on a regular basis, therefore, the Technology Plan is a “living” document that will be updated on a periodic basis. This plan is a blueprint for tomorrow that sets forth IECC’s information technology vision, strategic directions, and action plans for achieving the empowerment of the district’s community through information technology. Empowering IECC through information technology entails supporting the academic experience for students, strengthening the mission of faculty and staff, and expanding the district’s ability to serve the community.

FIVE YEAR TECHNOLOGY GOALS FY 2001 – FY 2005

The improvements and recommendations that have been established through the Technology Plan are shown in the following goals in the areas of administrative systems, network infrastructure, telecommunications, software, instructional resources and other technological equipment. The goals and activities, on pages 8 – 11, are not a wish list, but represent the cost for improvements, upgrades and maintenance needed for the continued functionality of the existing hardware and software. These projects represent technology needs outside of the normal operating budget and grant funds. The Board's recent approval of the technology fee will aid in the funding of technology improvements.

GOAL 1: MAINTAIN AND UPGRADE SYSTEMS IN SUPPORT OF ADMINISTRATIVE OPERATIONS

Activity 1: Purchase equipment necessary to support an Internet credit card payment gateway. This gateway will allow students to securely make payments via the Internet. Funds to purchase the gateway software have been requested in the FY 2001 operating budget.

Activity 2: Upgrade the hardware that supports Banner, the centralized administrative software system. This system contains the core information required for day-to-day operations at IECC including financials, human resources, student records, and financial aid. Additional software demands from Banner upgrades, web access, online reporting, and imaging system access require additional computing capacity.

Activity 3: Purchase high-speed scanners to support the Banner-integrated imaging project. This project will allow IECC to store paper documents electronically; saving retrieval time and physical file cabinet space. The electronic documents will also be incorporated into the district's disaster recovery procedures for greater loss prevention.

Activity 4: The IECC district utilizes laptops for both the Board of Trustees and Library Resource Centers. As with all personal computers, the laptops must be upgraded every three to five years.

Activity 5: Purchase bookstore point-of-sale software that will integrate sales with the Banner system.

GOAL 2: MAINTAIN AND UPGRADE THE DISTRICT'S NETWORK INFRASTRUCTURE

Activity 1: Upgrade the current firewall server hardware to support additional network traffic. The Illinois Century Network will upgrade the IECC WAN, increasing transmission speeds from 1.5 Mb/s to 45 MB/s; 30 times faster. All IECC data traffic flows through the firewall so it must be upgraded to handle the additional load.

Activity 2: Upgrade the existing local area network equipment. Increases in both instructional and administrative network applications drive the need for faster network access, therefore, we must annually upgrade the networking switches and routers to accommodate the traffic demands.

Activity 3: Install network and Internet access at Flora and Newton centers. Internet access to these centers will make the computer labs much more valuable to the their students.

Activity 4: Purchase router modules to support the convergence of voice and video over the high-speed WAN data lines provided by the Illinois Century Network (ICN). Currently IECC leases three T-1 lines per campus to support voice, video, and data traffic. The state sponsored ICN will provide a DS3 line and router to support high-speed data traffic but does not provide the equipment to support voice or video. Router modules can be purchased to transmit voice and video across the DS3 lines that will reduce the district's annual telecommunications costs.

Activity 5: Upgrade the Citrix server hardware that supports Banner forms. A Citrix terminal server is used to provide access to the Banner system and to custom reports. The server reduces network traffic and streamlines maintenance and upgrade procedures. Upgrading Banner forms and additional reporting requirements demand more server hardware power.

Activity 6: Upgrade the existing campus administrative file servers. Each campus utilizes a network server for file sharing and storage. As the data storage needs grow, the server hardware must be upgraded.

Activity 7: Install a high-speed DS3 transmission line between Olney Central College (OCC) and the District Office (DO). Since the Information Technology data center is located at the DO, increases in network applications will drive the need for faster connectivity to these applications. By fiscal year 2003 the current connection between the DO and OCC will no longer be sufficient.

Activity 8: Install wireless networking equipment in classrooms to support network access. With the proliferation of laptops and hand-held computing devices, demand for wireless network access will increase. Wireless network equipment will allow students and faculty to connect to the district network using these portable devices.

GOAL 3: ENHANCE THE CURRENT TELECOMMUNICATIONS NETWORK

Activity: Install Call-Pilot software to integrate voice-mail and email applications. This software will allow staff to retrieve email messages using voice mail system.

GOAL 4: UPGRADE DESKTOP COMPUTER SOFTWARE LICENSING

Activity: As with all areas of technology, desktop computer software applications change rapidly with new versions being released almost as fast as it takes to learn the old ones. IECC must teach and use the most current software applications to give both students and employees the tools need to compete in today's marketplace. Applications such as the Microsoft Office Suite, Microsoft Windows and Norton Antivirus, just to name a few, are installed on almost every computer throughout the district. Therefore an annual line item to upgrade software applications is needed.

GOAL 5: MAINTAIN AND UPGRADE INSTRUCTIONAL TECHNOLOGY RESOURCES

Activity 1: Replace 120 desktop computers per year. The lifecycle of a desktop computer ranges from three to five years. A line item to ensure the replacement of outdated computers is critical.

Activity 2: Purchase high-speed network printers to allow faculty to print and collate tests, handouts, and other instructional materials.

Activity 3: Purchase computer projection units for classrooms to display computer images on a large screen.

Activity 4: Purchase plotters and scanners for the Instructional Technology Support Lab at Wabash Valley College. The plotters and scanners will enhance the support lab enabling the instructors to improve instruction.

Activity 5: Implement a student identification system that integrates with the Library Resource Centers and the Banner software system.

Activity 6: Replace the radio station broadcast transmitter at Wabash Valley College. The original transmitter was purchased in 1976.

TECHNOLOGY PLAN BUDGET

1 Administrative Systems

Activity	Description	FY 2001	FY2002	FY 2003	FY 2004	FY 2005	TOTAL
1	Credit Card Payment Gateway Equipment	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
2	HP 9000 Hardware Upgrade	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$200,000.00
3	Scanners - Imaging Project	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
4	Laptop Upgrades	\$0.00	\$0.00	\$45,000.00	\$20,000.00	\$20,000.00	\$85,000.00
5	Banner-Integrated Bookstore Software System	\$0.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$60,000.00
Administrative Systems Totals		\$160,000.00	\$0.00	\$45,000.00	\$80,000.00	\$120,000.00	\$405,000.00

2 Network Infrastructure

Activity	Description	FY 2001	FY2002	FY 2003	FY 2004	FY 2005	TOTAL
1	Firewall Upgrade Required to Support DS3 Lines	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
2	Upgrade LAN Networking Equipment	\$10,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$10,000.00	\$60,000.00
3	Install Network and Internet access at Flora & Newton	\$19,890.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,890.00
4	Router Modules to Support ICN Voice and Video	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00
5	Citrix Server Hardware Upgrade	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00
6	Campus File Server Replacements	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
7	DS3 Between OCC and DO	\$0.00	\$0.00	\$34,000.00	\$34,000.00	\$34,000.00	\$102,000.00
8	Wireless Networking Equipment - Classrooms	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00
Network Infrastructure Totals		\$39,890.00	\$85,000.00	\$129,000.00	\$104,000.00	\$44,000.00	\$401,890.00

3 Telecommunications

Activity	Description	FY 2001	FY2002	FY 2003	FY 2004	FY 2005	TOTAL
1	Call Pilot Voice/Email Integration Software	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Telecommunications Totals		\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00

4 Desktop Computer Software

Activity	Description	FY 2001	FY2002	FY 2003	FY 2004	FY 2005	TOTAL
1	Desktop Computer Software Upgrades	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00
Desktop Computer Software Totals		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00

5 Instructional Technology Resources

Activity	Description	FY 2001	FY2002	FY 2003	FY 2004	FY 2005	TOTAL
1	PC Replacements - 120 Per Year @ \$1,250 each	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$750,000.00
2	Network Printers	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$50,000.00
3	Computer Projection Units	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$150,000.00
4	Instructional Technology Support Lab; Plotters, Scanners and	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
5	Student ID/Library/Debit Cards	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00
6	Radio Station Broadcast Transmitter and Equipment	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
Instructional Technology Resources Totals		\$190,000.00	\$305,000.00	\$190,000.00	\$205,000.00	\$190,000.00	\$1,080,000.00
Budget Totals		\$439,890.00	\$440,000.00	\$439,000.00	\$439,000.00	\$404,000.00	\$2,161,890.00

Agenda Item #8B

Commercial Insurance Package

MEMORANDUM

TO: Board of Trustees

FROM: Terry Bruce

SUBJECT: Insurance Renewal
Effective July 1, 2000 - 2001

DATE: May 11, 2000

Enclosed you will find the tentative insurance premium renewals for IECC coverage effective July 1, 2000.

The property premium of \$31,985 and, auto/garage liability premium of \$19,209 insurance quotes are firm. We obtained early indication from American International Group (AIG) resulting in increases for most other coverage. The market is tightening and we are seeing increases from the majority of carriers.

As a result of these indications, an increase of approximately 10% can be expected (excluding Workers' Compensation, which is driven by an increase in Workers' Compensation payrolls and losses). At our request, Arthur J. Gallagher went into the market place on IECC's behalf in order to obtain alternate quotations.

Arthur J. Gallagher has approached most, if not all, of the excellent quality companies that write this type of business. Note all the markets approached in the marketing summary. The current insurance market and underwriters indicates that if IECC had taken this package out to bid for the July 1, 2000 anniversary we would have received increases exceeding 10% overall.

Due to the influx of submissions to the markets as a result of pricing increases, some companies cannot respond quickly and have requested additional time to review IECC's account and prepare a quotation.

We are confident, we will be able to improve the tentative pricing AIG has presented. They indicate firmly that the overall package will not increase by more than 10%.

EVEN WITH 10% INCREASE, CURRENT TENTATIVE QUOTES REMAIN 7% LESS THAN THE JULY 98 PREMIUMS.

We currently are planning to take the entire package out to bid by the July 1, 2001 anniversary.

NA/cr

Enclosures

4 Year Insurance Annual Premium Quotes Comparison						
Coverage	FY98	FY99	FY00	FY01	FY01 \$ Difference	FY98-01 \$ Difference
Workers' Compensation	\$56,276	\$50,416	\$56,446	\$73,003	(c) \$0	\$16,727
General Liability	24,423	21,980	21,987	24,950	(c) 2,963	527
Auto/Garage Liability	22,500	20,250	18,104	19,209	1,105	(3,291)
Crime	2,315	2,084	3,238	3,683	445	1,368
Fiduciary	2,000	2,000	1,800	1,800	0	(200)
Foreign Liability	2,500	2,500	2,500	2,500	0	0
Umbrella	16,220	12,800	11,060	14,255	(c) 3,195	(1,965)
School Board	12,568	10,911	10,518	11,000	(c) 482	(1,568)
Boiler & Machinery	6,360	6,360	5,913	6,286	373	(74)
Property (b)	36,251	28,588	29,212	31,985	2,773	(4,266)
Total (a)	\$125,137	\$107,477	\$104,332	\$115,668	\$11,336	(\$9,469)
Premium increase (decrease)		(14%)	(3%)	10%		(7%)

(a) Excluding workman's compensation – determined by 3 year loss ratio and payroll dollars

(b) Includes additional properties and increased values

(c) Pending final quotes

5/8/00

Agenda Item #8C

Lawrence County Enterprise Zone Expansion

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: May 2, 2000

RE: Lawrence County Enterprise Zone Expansion

Mr. Chairman, Terry Dennison of the Lawrence County Industrial Development Council, is here to present a request from the council for tax abatement.

TLB/tes

RESOLUTION

WHEREAS, the County of Lawrence, City of Lawrenceville, City of Bridgeport and City of Sumner have made it known to the Illinois Eastern Community College District of their intention of applying for Enterprise Zone **expansion** by adding territory to their existing Enterprise Zone, all of which lies within the County of Lawrence, City of Lawrenceville, City of Bridgeport and City of Sumner. This additional territory is more fully described in Exhibit H and outlined on a map in Exhibit I.

WHEREAS, both the initial designation of an Enterprise Zone pursuant to the Illinois Enterprise Zone Act, 20 ILCS 655/1 et seq., as amended and the eventual success of an Enterprise Zone depend upon community support and nature of incentives to be offered; and,

WHEREAS, this public taxing authority finds that Enterprise Zone designation will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalization;

NOW, THEREFORE, BE IT RESOLVED BY THE Illinois Eastern Community College District:

The Illinois Eastern Community College District hereby authorizes and directs the County Clerk to abate the portion of its taxes on real property located in the County of Lawrence/City of Lawrenceville/City of Bridgeport/City of Sumner expanded Enterprise Zone (as described in Exhibit H and outlined on a map in Exhibit I resulting from an increase in equalized assessed valuation which is attributable to the construction of improvements or to the renovation or rehabilitation of existing improvements and subject to the following limitations.

- a) The abatement shall apply to the taxes corresponding to an increase in equalized assessed valuation after improvements (either new construction or renovation or rehabilitation for industrial and commercial projects) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.
- b) The abatement shall pertain only to that parcel within the enterprise zone which has been improved after the designation of the enterprise one provided, however, that no such abatement shall be applicable to any such improvement project located within the boundaries of the Tax Increment Redevelopment Project District as set forth in Ordinance No. 89-1165, or any other tax increment redevelopment project district which may be hereafter located within the Enterprise Zone.
- c) The abatement schedule listed in this section applies only to the expanded portion of the County of Lawrence/City of Lawrenceville's/City of Bridgeport's City of Sumner's Enterprise Zone, as described in Exhibit H.

For **Industrial Projects** - a ten (10) year, graduated schedule (100% of the equalized assessed value of the improvements for year one (1); 90% for year two (2); 80% for year three (3); 70% for year four (4); 60% for year five (5); 50% for year six (6); 40% for year seven (7); 30% for year eight (8); 20% for year nine (9); and 10% for year ten (10). **Industrial Projects** are those projects where the primary use of a manufacturing, assembly, wholesale or warehouse/distribution nature.

For **Commercial Projects** – a five (5) year, graduated schedule (100% of the equalized assessed value of the improvements for year one (1); 80% for year two (2); 60% for year three (3); 40% for year four (4); 20% for year five (5). **Commercial Projects** are those projects where the primary use of the land and building(s) is of a retail or service nature.

In certain cases, the above mentioned schedules may not be available for the entire period of time. The reason is, the abatement period cannot extend beyond the twenty (20) year "life" for which the County of Lawrence/City of Lawrenceville Enterprise Zone was authorized (to March 1st, 2010).

- d) The abatement is allowed only for improvements (either new construction or renovation or rehabilitation for industrial and commercial projects), the nature and scope of which a Certificate of eligibility has been obtained and approval has been given.

DATED this _____ day of _____, 2000

Agenda Item #8D

Robinson Enterprise Zone Expansion

CITY OF ROBINSON MEMO

To: Trustees of Illinois Eastern Community College District #529

From: Jeffrey D. Hillard
City Engineer/Enterprise Zone Administrator

Subject: Tax Abatement Resolution for Robinson Enterprise Zone Expansion

Date: May 5, 2000

Attached is a copy of the Tax Abatement Resolution to be adopted by all affected taxing bodies within the Robinson Enterprise Zone or unincorporated Crawford County. The proposed expansion area is a 30.4-acre tract shown on the attached plat. GoldenOak Limited of Effingham, Illinois, plans to develop the tract by constructing two (2), forty-six unit assisted living complexes at an estimated cost of three (3) million dollars each. Expansion of the Robinson Enterprise Zone is a contingency of the sale of the tract.

As the resolution states the tax abatement would be for the next five (5) years on any improvements to the land, there would be no loss of existing tax revenue to any of the taxing bodies and a significant increase once the term of the abatement ends.

Please add this to the agenda for the May 16, 2000 Board meeting.

TAX ABATEMENT RESOLUTION

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

The County Clerk of Crawford County, Illinois, is hereby directed to abate ad valorem taxes imposed upon real property located within the Robinson Enterprise Zone as the result of an Enterprise Zone Expansion Ordinance adopted by the City Council of the City of Robinson, Crawford County, Illinois on May 9, 2000, as Ordinance Number 00-O- , upon which new improvements shall be renovated or rehabilitated, subject to the following conditions:

- a) no abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Redevelopment Project District;
- b) any abatement of taxes on any parcel shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements in such parcel;
- c) such abatement shall be allowed only for non-residential, commercial and industrial property located within the zone area;
- d) such abatement of taxes on any parcel shall be for, and only for, the taxes attributable to an increased assessed valuation of the parcel for the taxing period immediately preceding the issuance of a building permit for the qualified construction and renovation or rehabilitation;
- e) such abatement shall be at the rate of 100 percent of the taxes for a period of five years, beginning with the first year in which the improvements are fully assessed. Such is limited to the term of the Robinson Enterprise Zone.

Upon roll call vote the following Board members voted aye.

Upon roll call vote the following Board members voted nay.

Passed and approved by the Board of Trustees of Illinois Eastern Community College District # 529, at its regular Board meeting held on May 16, 2000, at the Frontier Community College Office in Fairfield, Illinois.

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

BY: _____
JAMES LANE, JR.
CHAIRMAN OF THE BOARD

ATTEST:

HARRY HILLIS, SECRETARY

Agenda Item #8E

Long-Range Plan

ILLINOIS EASTERN COMMUNITY COLLEGES

Long Range Plan

For

Fiscal Years 2001 and 2002

Approved by the Cabinet on:

May 5, 2000

Approved by the Board of Trustees on:

Distributed on:

Long Range Plan

FY 2001 & 2002

The Illinois Eastern Community Colleges are on the move! The emphasis on improvement in instruction, student support services, revitalizing facilities, and obtaining state-of-the-art equipment and teaching tools have moved the college district into an excellent position of leadership as it approaches the 21st century.

The Long-Range Plan for Fiscal Years 2001 and 2002 is the product of college and district office-based planning. To help ensure the continued viability of District #529, it is deemed essential that the four colleges, workforce education, and the district office continue making improvements in: (1) instruction; (2) student support services; and (3) facilities and operations. Therefore, each of the major entities has established specific objectives designed to meet these broad-based goals.

The number of area residents per thousand population enrolled in courses remains number one in the state. The unit cost of instruction and other state community college statistics continue to reflect the efficiency of the district's operations. Impending changes to the state's community college equalization formula mandates that the district continue to seek new sources for revenue. The goals of this plan are:

(1) instruction; (2) student support services; and (3) facilities and operations are designed to increase student enrollment, persistence, retention, and contribute significantly to the economic growth of the region. In addition, because of the scarcity of state capital improvement funds, it is critically important that the district pursue local funding sources, such as protection/health/safety bonds and college foundation support to maintain the upkeep of the district's educational facilities. Ultimately, successful attainment of these goals will create increases in the district's revenue from tuition and state credit hour grant reimbursements.

Change and flexibility are essential if the district is to continue to be effective in achieving its mission. Changing demographics require that the colleges constantly analyze their marketing strategies for programs and services to ensure that changes are made where appropriate.

This plan will be used as an ongoing two-year guide with an annual review. The annual review will allow for revisions as well as adding a new year. The progress and status of the FY 2000 long-range plan objectives are listed in the far right column of the Long-Range Planning Guide.

1. Improvement of Instruction (FY 2000):

	Objective	Personnel Expenses	Other Expenses	Status
FCC	Implement AAS Degree and Certificates for Cisco Systems networking	None	\$40,000 (Estimate)	A certificate for Cisco Systems network waiting on Cisco to release the A.A.S.
FCC	Generate 325 FTE (Summer), 700 FTE (Fall), and 735 FTE (Spring)	Additional part-time, overload, and summer school faculty	None	Summer FTE was 245, Fall Term 689 FTE is 672 compared to 590 at the sar
FCC	Increase average credit class size to 14.0	None	None	ICCB report reflects average class size
FCC	Credit FTE generated by non-EP (Emergency Preparedness) classes will be equal to or greater than 75% of the total	None	None	Currently the average FTE generated b 71%.
FCC	Connect Nursing Building to WAN	None	\$5,000 + data line	The Nursing Building will be connecte
FCC	Increase non-credit, community education course headcount by 20%	None	None	The headcount for FY99 was 690. The It is anticipated that the headcount will
FCC	Establish a PT faculty instructional orientation and development program	None	\$5,000	A part-time faculty instructional orienta purchased and distributed to outreach
FCC	Strengthen ABE/ASE programs so that 70% or more of students will show educational gains after course completion	None	None	According to the state reporting progr educational gains.
FCC	Establish Cisco training partnership with local high schools	Replace CS full-time faculty member (\$25,000)	Renovate physical science lab, purchase Cisco software, and upgrade equipment \$35,000	A Cisco dual credit partnership has be High School and North Wayne High Sc
LTC	Develop and submit proposal for Computer Graphic Design AAS Degree Program reasonable & moderate extension of Business Computer Systems degree.	None	None	For implementation in FY 2001. Reas MBS degree program to ICCB.
LTC	Upgrade purchases of computers for English Lab, purchase new furniture, paint and carpet.	None	\$20,000 Eagleton Grant	Goal achieved Summer 1998.

	Objective	Personnel Expenses	Other Expenses	Status
LTC	Develop programs for offering at Lawrenceville Correctional Center	None	None	On-going.
LTC	Analyze existing programs to determine continuation	None	None	Ongoing.
LTC	Hire FT instructor in computers/telecom	1 FT Faculty: \$27,000 beginning 8/16/1999	None	FY 2000 achieved.
LTC	Explore expansion of International business Emphasis for Business degree	None	None	Ongoing. Applied for and received a g
LTC	Offer reasonable & moderate extension Courses on Microcomputer Support Specialist Degree (E-Commerce courses)	1 PT faculty: \$3,000	None	Ongoing.
OCC	Implement Certificate for Cisco Systems networking	None	\$40,000 (Estimate)	Completed. Faculty member trained fr
OCC	Employ a full-time Auto Body instructor	Approximately \$25,000	None	Accomplished; program updated.
OCC	Install a keyboard lab in music department	Plan to request 1 new FT Faculty for FY 2001	\$10,000 (OCC Foundation)	Accomplished. Foundation support re
OCC	Develop part-time faculty evaluation system	None	None	Ongoing.
OCC	Replace FT Auto Service Tech. faculty for Spring Semester of FY 2000	1 FT faculty: \$15,000	None	Employment recommendation pendin
WVC	Improve Business Instruction	1 FT Faculty	\$30,000	Completed in FY 2000 (ahead of sche
WVC	Update equipment in the Machine Tools Program	None	\$150,000	Completed.
WED	Increase OSHA-related training	1 PT faculty: \$25,000	None	Delayed until 2001
WED	Purchase 1 additional Video Projector	None	\$5,000	Completed.
WED	Purchase color laser printer	None	\$6,000	Delayed until 2001
WED	Replace/upgrade existing notebook computers for classroom use	None	\$40,000	Delayed until 2001.
WED	Employ a full-time clerk	\$12,500	None	Completed.
WED	Send 3 faculty to OSHA-approved training sessions	None	\$3,000	Completed.
WED	Purchase additional/updated programmable logic controls (PLC) training aids	None	\$5,000	Delayed until 2001.
2. Improvement of Student Support Services (FY 2000):				
FCC	Develop new scholarship program for Office Careers students	None	None	Prospective Office Careers program d the past year.

FCC	Strengthen student success skills by enrolling 70% of new, on-campus students in GEN 1104 or 1105 in their first two semesters	None	None	Of new on-campus students 69.13% e first two semesters.
LTC	Open and hire staff for the Child Care Center	Director and staff: \$45,000	(Must specify facilities and equipment needed.)	Postponed. (Will be incorporated in pl building.)
LTC	30 th Anniversary Celebration	None	\$5,000 for expenses	Activities have been on-going through
LTC	Hire new career advisor	1 FT Staff: \$22,000	None	Proposed in FY 2000 budget request,
LTC	Hire community and sports complex services secretary	1 FT Staff: \$13,500	None	Achieved with PT support - 30 hrs. per
LTC	Increase PT technical support in LRC	1 PT Staff \$6,000	None	Hired December 1999
OCC	Upgrade office equipment in Student Services	\$5,000	Computer equipment/office equipment	FY 2000 budget request. New Furnitu
OCC	Employ full-time Learning Skills Center Director	\$25,000	None	Accomplished. (Director won state aw
WVC	Upgrade secretary to F-T in AA or Science Building	\$5,000 additional (\$13,000)	None	Completed.
WVC	Coordinator of Student Success	1 FT Staff	\$21,000	1 PT Staff hired.
WED	Employ a full-time clerk	\$12,500	None	Completed.
DIST	Complete training and implementation of Banner student records	None	None	Completed - Web implementation is o

3. Improvement of Facilities and Operations (FY 2000):

FCC	Develop architectural plans for a Student Academic Resource Center	None	Budget to support activities	Project is #22 on ICCB approved capit 5/31/00.
FCC	Erect campus electronic information sign	None	\$10,000	Project completed November, 1999.
FCC	Renovate room 21 in RLM for Cisco training lab	None	\$8,000	Room 21 in RLM building has been su and utilized to offer Cisco training.
LTC	Open computer labs for Air conditioning, Physics and Chemistry	None	\$30,000	Achieved for Air Conditioning & Physic
LTC	Lease a new van	None	\$10,000	Budget did not support lease in FY 200
LTC	Upgrade one computer lab	None	\$20,000 (Move \$15,000 to 2001)	Ongoing. Upgraded Room 117 (\$5,00
LTC	Carpet replacement in Administrative areas, theater and faculty offices	None	\$35,000	Administrative areas complete. Carpe prioritized for 2001.
LTC	Replace/add directional signage	None	\$5,000	Achieved.
LTC	Remodel SU 211 for new Cisco Computer Lab	PT Faculty: \$3,000	\$23,000	Achieved.
OCC	Improve entry drive to Banquet/Loading dock area	None	\$45,000	Being approved in FY 2000; bids to be
OCC	Improve acoustics in Wattleworth Hall	None	\$35,000 from State Capital Renewal	Nine (9) classrooms ceiling acoustica

	classrooms			
OCC	Improve Music Room	None	\$13,000	Upper floor carpeted and lower floor co
OCC	Upgrade Faculty/Administration Offices	None	\$11,000	All faculty offices in Wattleworth Hall cc
OCC	Complete Art Ceramic classroom on south campus.	None	\$3,500	Completed.
WVC	Replace 2 15-passenger vans	None	\$40,000	Not completed.
WED	Upgrade computer software packages	None	\$1,500	Partially completed; Balance delayed u
WED	Replace office furniture at the Marissa facility	None	\$800	Postponed to 2001
DIST	Telephone system additions	None	\$10,000	Completed
DIST	Administrative network	None	\$50,000 file server	Completed - added Citrix Server to Sup
DIST	Create a new Business Office position at the District Office	Employ a full-time professional/non-faculty @ approximately \$34,000	None	Employed in FY 2000.
DIST	Construction of ADA compliance, HVAC and other major P/H/S projects	None	\$500,000	Projects completed.

LONG RANGE PLANNING GUIDE

FY 2001

1. Improvement of Instruction (FY 2001):

FCC	One new full-time faculty member in area of need to be determined.	1 full-time faculty position	\$25,000	
FCC	Develop the A.A.S. Degree in Cisco systems networking	3 additional part-time instructors. \$5,000 (estimated)	Necessary Additional Equipment \$260,000 (Technology Plan)	
FCC	Upgrade computer in Cisco lab.	None	17 Computers and Two Printers \$30,000	
FCC	Conduct four part-time instructor's in-service workshops in separate counties.	None	\$2,500	
FCC	Develop certificate program for entry level manufacturing employee.	None	None	
FCC	Continue development of a Psychiatric Rehabilitation Certificate in cooperation with state agencies.	None	None	
FCC	Upgrade two computer labs.	None	\$60,000	
FCC	Increase Internet access terminals in LRC.	None	\$18,000	
LTC	Hire full-time telecom and/or computer instructor based on enrollment	1 FT faculty; \$28,000	None	Proposed in FY 2001 budget request

LTC	Do feasibility study and submit for approval to ICCB new health occupations program	None	None	
LTC	Offer courses for MBS degree extension in Computer Graphic Arts	PT Faculty: \$10,000	Macintosh Computers (10) \$20,000	Budget request for FY 2001
LTC	Begin instructional programs at the Lawrenceville Correctional Center	Hire full-time instructors and educational coordinator as per DOC contract	To be determined.	On-going.
LTC	Offer reasonable and moderate extension courses on Microcomputer Support Specialist (E-commerce specialization)	1 PT faculty: \$3,000	None	Ongoing.
LTC	Upgrade computer for Telecom faculty, administrative assistants, and LRC administrative assistant	None	\$9,000	Proposed in FY 2001 budget request
OCC	Upgrade Classrooms	None	Supplies/Labor \$30,000 Complete Acoustical ceilings 2 nd floor of Wattleworth - Capital Renewal Grant	
OCC	Divide classroom 214 into 2 classrooms		Equipment - \$9,500 OCC Foundation	
OCC	Upgrade/Replace Classroom Furniture in Science Rooms/Music Room	None	Equipment/Furniture \$15,000 OCC Foundation/Deferred Maint. Grant	
OCC	Paint Gymnasium	None	Supplies/Labor \$6,500	
OCC	Fix plaster on stairway walls	None	Supplies/Labor \$7,500 Deferred Maint. Grant	
OCC	Add Speech Pathology Program	1 FT Faculty: \$26,000	None	Proposed in FY 2001 budget requests
OCC	Add Music Instructor	1 FT Faculty: \$30,000	None	Accomplished in FY 2000 due to imme
OCC	Purchase and install at least two more LCD projectors in classrooms so that faculty can deliver lectures by PowerPoint.	None	\$10,000	Accomplished in FY 2000 (Foundation
OCC	Implement part-time faculty evaluation system	None	None	
WVC	Improve Psychology Instruction	1 FT Faculty	\$30,000	
WVC	Implement Professional Agriculture Applicator Certificate	None	None	
WED	Increase OSHA-related training	1 FT Faculty (\$38,000)	None	Budgeted for 2001
WED	Increase MSHA-related training	PT instruction (wages) (\$25,000)	None	
WED	Purchase color laser printers	None	Equipment--\$11,000 (2 @ \$5,500)	
WED	Replace/upgrade existing notebook computers (classroom use)	None	Equipment--\$30,000 (20 Notebooks @ \$1,500 ea.)	
WED	Faculty Improvement—Attend TRAM/National Instructors Conference (Mining)	None	None	
WED	Faculty Improvement—Attend OSHA-approved training sessions (3 faculty)	\$3,000 (6 classes @ \$500 ea.)	None	

WED	Purchase additional/updated Programmable Logic Controls (PLC) training aids	None	Equipment--\$5,000 (est.)	
WED	Purchase video projectors	None	Equipment--\$15,000 (3 @ \$5,000)	
WED	Purchase 32-inch televisions for classrooms	None	Equipment--\$2,800 (4 @ \$700)	
WED	Purchase TV/VCR stands for big-screen TVs	None	Equipment--\$800 (4 @ \$200)	
WED	Replace aging VCRs	None	Equipment--\$750 (5 @ 150)	
WED	Replace older faculty notebook computers	None	Equipment--\$9,000 (6 @ \$1,500)	
WED	Purchase/upgrade software/site licenses for notebook computers	None	Equipment--\$4,000	
WED	Purchase removable media drives and backup software for all faculty & office computers	None	Equipment--\$4,000 (20 @ \$200)	
WED	Purchase CD-ROM drives for office computers	None	Equipment--\$2,000 (4 @ \$500)	
DIST	Online course training	None	\$10,000	Webmaster conducted first class training licenses were purchased for first class implemented Fall 2000.
DIST	Instructional Resources	None	\$25,000	Technology Plan

2. Improvement of Student Support Services (FY 2001):

FCC	Develop and implement plans to expand student services to off-campus sites.	None	None	
FCC	Increase Records Office staff support	.75 clerical \$10,000	None	A .75 clerical position has been added
FCC	Implement a detailed Enrollment Management Plan targeting specific college functions.	None	\$5,000	
FCC	Reorganize functions of the Records Office.	None	None	
LTC	Expand One Stop Shop Satellite Office	None	None	Achieved. Additional expansion planned
LTC	Hire performing arts secretary	1 PT staff: \$9,000	None	Budget request for FY 2001 (achieved)
LTC	Hire secretary for maintenance & operations	1 FT staff: \$13,500	None	Budget request for FY 2001
LTC	Computer Lab Supervisor	1 PT staff: \$9,000	None	Budget request for FY 2001
LTC	Hire Career Advisor	1 FT staff: \$20,000	None	Budget request for FY 2001
LTC	Hire Assistant Dean	1 FT Administrator: \$35,000	None	Budget request for FY 2001
LTC	Upgrade support position in LRC to technical status	None	\$2,000	Budget request for FY 2001
OCC	Upgrade office equipment in Student Services	\$11,000	Office Equipment/Computer Equipment	Budget request for FY 2001 (in Founde

DIST	Continue Occupational Skills incorporation and implementation			Ongoing
DIST	Create new occupational short term certificates for WIA			In progress/ongoing
DIST	Credit Card Payment Gateway Server	None	\$60,000	Budget request for FY 2001
DIST	New Program Development	None		Ongoing
DIST	Review, revise and expand District Dual Credit Agreements			In Progress
DIST	Continue the promotion and expansion of Tech Prep Programs			In Progress
DIST	Continue Cisco 2 nd Level Certificate			In Progress
DIST	Online Registration Implementation			In Progress
DIST	Online Course Training			In Progress
DIST	Expand the services and resources of IETA w/WIA			Ongoing
DIST	Continue expansion of ETC and partnership			Ongoing

3. Improvement of Facilities and Operations (FY 2001):

FCC	Begin construction on Student Academic Resource Center	1 full-time library technician \$18,000	\$2.6 million	#22 on the ICCB approved capital proj
FCC	Update/implement campus technology plan	None	\$175,000	
FCC	Construct New LRC building	None	\$1.3	Funded in FY 2000
FCC	Replace carpet in Classroom West	None	\$21,000	Deferred to FY 2001.
FCC	Replace and/or repair Richard L. Mason parking lot	None	\$70,000	Deferred to FY 2001.
FCC	Develop campus landscape plan.	None	None	Move to 2001.
FCC	Construct two additional generic classrooms.	None	State Funding Approved	Move to 2001. Will be a part of the new
LTC	Upgrade for computer lab in Room 117			
LTC	Continue carpet replacement & painting	None	@ \$5,000 a room	Ongoing
LTC	Remodel conference room and Lincoln Room	None	\$20,000	Budget request for FY 2001

LTC	Submit plan for occupational/technology building for state funding (N.C. building replacement)	None	None	Ramp document submission planned Achieved.
LTC	Hire custodian for Crisp Building	FT staff: \$18,000	None	Budget request for FY 2001
LTC	Continue to make North Campus repairs	None	Estimate pending	Ongoing.
LTC	Add additional lighting in parking lots	None	Estimate pending	
LTC	Replace seats in theater	None	\$20,000	
LTC	Move softball complex and expand baseball/softball complex to include plumbing/concessions. Relocate soccer field.	None	\$25,000	Pending LTC Foundation support.
LTC	Hire secretary for maintenance & operations	1 PT staff: \$9,000	None	Budget request for FY 2001 (achieved
LTC	Carpet Replacement in theater and faculty offices	None	\$30,000	
LTC	Remodel kitchen	None	\$20,000	Extended to 2001.
LTC	Replace men and women lockers in sports complex	None	\$10,000	Extended to 2001.
LTC	Lease 2 new vans	\$15,000	None	
OCC	New bleachers: 1) baseball/softball fields; 2) gym	None	10 \$15,000* 20 \$120,000*	Funding was not available FY 99. Fun and softball bleachers from OCC Four
OCC	Upgrade women's softball field to national standard	None	\$25,000	Pending OCC Foundation Support
OCC	Replace two heating/AC Units	None	\$75,000	PHS Funding (New Bonds)
OCC	Replace gym floor	None	\$375,000	CDB Funding is available for FY 01
OCC	Light baseball field	None	\$10,000 (grant funds)	
WVC	Equip Life Science Lab	None	\$25,000	Not completed. Moved to FY 2001.
WVC	Remodel Old Machine Tools Building for Agriculture Program	None	\$150,000	
WVC	Replace WVJC Radio Transmitter	None	\$100,000	
WED	Increase number of government contracts for local businesses and industries	1 FT Procurement Officer (\$25,000)	None	
WED	Purchase color laser printer	None	Equipment--\$6,000	

WED	Upgrade computer software packages	None	Equipment--\$1,500	
WED	Replace office furniture at Marissa facilities	None	Facilities--\$1,000	
WED	Upgrade office furniture at Girard and Southeastern Illinois College facilities	None	Facilities--\$1,500	
WED	Remove 3-phase power from Marissa facilities	None	Facilities--\$6,000	Completed
WED	Replace aging computers at WED facilities	None	Equipment--\$15,000 (10 @ \$1,500)	
DIST	Upgrade energy management systems	None	New Bonds	
DIST	Submit \$2.3M PHS projects for approval	None	\$2.3 Issue of New Bonds	
DIST	Additional IT staff	(1) \$28,000	None	
DIST	Administrative Software	-0-	\$140,000	Technology Plan
DIST	Network Infrastructure	-0-	\$88,890	Technology Plan
DIST	Software	-0-	\$72,500	Technology Plan

LONG RANGE PLANNING GUIDE

FY 2002

1. Improvement of Instruction (FY 2002):

FCC	Employ one full-time faculty member in a discipline currently without a full-time faculty member.	1 Full-Time Faculty Member \$30,000	Office Space and Equipment \$5,000	
FCC	Complete development of a certificate in Psychiatric Rehabilitation in cooperation with state agencies.	None	None	
FCC	Move distance learning lab to new Learning Resource Building.	None	Desks, Chairs, and Miscellaneous Equipment \$4,000	
FCC	Move OCC Nursing Program students and staff to new Learning Resource Center.	None	Miscellaneous Equipment \$6,000	
FCC	Increase non-credit, community education headcount.			
FCC	Increase number of GED completers.			
FCC	Increase job placements of welfare clients with business and industry.			
LTC	Hire a full-time music instructor	1 FT Faculty: \$28,000	None	Proposed in FY 2002 budget requests
LTC	Replace retiring instructors			
LTC	Hire a full-time speech instructor (additional)			
LTC	Hire a full-time math instructor (additional)			
WVC	Implement Professional Agriculture Applicator Certificate	None	None	
WVC	Computer Instructor	1 FT Faculty	\$30,000	
WVC	Humanities Instructor	1 FT Faculty	\$30,000	
WED	Hire one full-time faculty for OSHA/MSHA Training	1 FT Faculty; \$38,000		
WED	Replace one retiring full-time faculty	None		
WED	Projection Screens	None	\$3,500 (10 at \$350)	
WED	Upgrade 5 notebook computers (DVD Drives)	None	\$10,000 (5 at \$2000)	
WED	Projection Stands	None	\$2,000 (10 at \$200)	
WED	CD-RW Drives	None	\$4,000 (10 at \$400)	
WED	Attend National Instructors Conference	None	None	

WED	Attend OSHA Authorization Training	None	\$6,000 (6 at \$1000)	
DIST	Continue Occupational Skills incorporation and implementation			Ongoing
DIST	Create new occupational short-term certificates			Ongoing
DIST	New program and course development			Ongoing
DIST	Review, revise and expand District Dual Credit Agreements			Ongoing
DIST	Instructional Resources	-0-	\$62,000	Technology Plan
DIST	WVJC Transmitters and Microsoft Testing Center	-0-	\$130,000	Technology Plan

2. Improvement of Student Support Services (FY 2002):

FCC	Continue expansion of student services to off-campus sites	None	None	
FCC	Evaluate colleges Enrollment Management Plan and continue implementation of such.	None	\$5,000 (estimated)	
FCC	Expand college sponsored tutorial opportunities.	Part-Time Tutors	\$10,000 (estimated)	
LTC	Hire performing arts secretary	FT staff: \$14,000		
LTC	Hire community services coordinator	PT staff: \$10,000 30 hrs. a week		
LTC	Lab for Chemistry Classroom		\$15,000	In budget for FY 2002
WVC	Upgrade Coordinator of Student Success from PT to FT	1 FT Staff from PT to FT	\$10,000	
WVC	Upgrade Student Services Secretary from PT to FT		\$5,000	
DIST	Continue the promotion and expansion of Tech Prep Program			Ongoing
DIST	Expand the services and resources of IETC per WIA			Ongoing
DIST	Promote and expand online registration			Ongoing

3. Improvement of Facilities and Operations (FY 2002):

FCC	Implement Phase 1 of landscaping plan.	.5 landscape maintenance technician; \$8,000	\$20,000	
LTC	Upgrade for computer lab in Room 117			
LTC	Continue upgrading rooms. Carpet and/or furniture and/or paint			
LTC	Technology Building. Identify & pursue funding.			
LTC	Continue upgrading theater.			
LTC	Remodel Administrative/Student Services area in Williams Hall	None	\$25,000	Extended to 2002.
LTC	Hire secretary for maintenance & operations	FT staff: \$14,000		
OCC	Continue upgrading second floor - Wattleworth Hall	None	\$40,000 capital renewal	State Grand Funds
WVC	Remodel Student Services/Business Offices	None	\$150,000	
WED	Upgrade classroom facilities at Marissa and Girard	None	\$6,000	
WED	Upgrade restroom facilities at Marissa	None	\$7,500	
WED	Upgrade office computers and printers	None	\$7,500 (3 at \$2,500)	
WED	Repairs to Dodge Caravan	None	\$2,500 (est. for engine and transmission)	
WED	Add 3 rd phone line at Marissa and Girard	None	\$1,500 (2 est. at \$750 per year)	
DIST	Additional Information Technology Staff	(1) \$28,000	None	Grant funds
DIST	Network Infrastructure	-0-	\$104,000	Technology Plan
DIST	PC Software Upgrade	-0-	\$72,500	Technology Plan

DEFINITIONS:

ABE/ASE – Adult Basic Education/Adult Secondary Education

ADA - Americans with Disabilities Act

DACUM - (Developing a Curriculum) is a structured process used as a part of the Title III Grant to update and validate curricula.

EP - Emergency Preparedness AAS Degree Program at FCC

ERBA – Embarras River Basin Agency

ESL - English as a Second Language

FLOW - FCC, LTC, OCC, WVC

FTE - Full-Time Equivalent (15 credit hours per semester)

ETC - Education-To-Careers is a federally funded initiative to provide a seamless path from elementary education on into the workplace.

LRC – Learning Resource Center

OSHA - Occupational Safety and Health Act is a federal law, which mandates specific conditions as related to a safe working environment .

ONE-STOP-SHOP - This is a state initiative which endeavors to deliver a variety of career services to local communities including career guidance and counseling, employment information and placement services, information on and referral to training and education programs, and labor market and economic development information.

P/H/S - Protection, Health, and Safety

RAMP – Resource Allocation Management Plan

WED - Workforce Education and Development

Agenda Item #8F

Catalog Addendum

The Catalog Addendum is submitted under separate cover.

Agenda Item #8G

Agreement with Kaskaskia College

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: May 4, 2000
RE: Agreement with Kaskaskia College

Mr. Chairman, I recommend approval of the agreement with Kaskaskia College for joint program offerings.

**RESOLUTION ON JOINT AGREEMENTS
WITH
SOUTHWESTERN ILLINOIS COLLEGE
ILLINOIS EASTERN COMMUNITY COLLEGES
LAKE LAND COLLEGE
LEWIS AND CLARK COMMUNITY COLLEGE
LINCOLN LAND COMMUNITY COLLEGE
REND LAKE COLLEGE
SHAWNEE COMMUNITY COLLEGE
SOUTHEASTERN ILLINOIS COLLEGE**

WHEREAS, Kaskaskia College, Southwestern Illinois College, Illinois Eastern Community Colleges, Lake Land College, Lewis and Clark Community College, Lincoln Land College, Rend Lake College, Shawnee Community College, and Southeastern Illinois College desire to provide readily accessible educational services to the greatest number of students at the lowest possible cost, and

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

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Community College District #501 authorizes the continuation of the agreements with Southwestern Illinois College, Illinois Eastern Community Colleges, Lake Land College, Lewis and Clark Community College, Lincoln Land College, Rend Lake College, Shawnee Community College, and Southeastern Illinois College as written and agreed to by the respective college administrators effective July 1, 2000

DATED THIS 20TH DAY OF APRIL, 2000

JOINT AGREEMENT PROGRAMS WITH KASKASKIA COLLEGE

Southwestern Illinois College, Lake Land College, Lewis and Clark Community College, Lincoln Land Community College, Illinois Eastern Community Colleges, Rend Lake College, Shawnee Community College and Southeastern Illinois College

Southwestern Illinois College, District No. 522, agrees to accept students from **KASKASKIA COLLEGE, District No. 501**, in the following programs:

Air Conditioning, Heating and Refrigeration	AAS/Certificate
Apprentice	AAS/Certificate
Aviation Maintenance	Certificate
Banking and Financing	AAS
Construction Management Technology	AAS
Deckhand Studies	Certificate
Desktop Publishing	AAS
Engineering Technology	AAS
Fire Science	AAS/Certificate
Health Information Technology	AAS
Horticulture	AAS
Hospitality and Food Service Management	AAS/Certificate
Major Appliance Repair	AAS/Certificate
Massage Therapy	Certificate
Medical Assistant Program	AAS/Certificate
Medical Laboratory Technician	AAS
Paralegal Studies	AAS
Paramedic	AAS
Process Operations Technology	Certificate
Sign Language/Interpreter	AAS
Sign Language/Basic Communication	Certificate
Ward Clerk	Certificate

Illinois Eastern Community College District No. 529, agrees to accept students from **KASKASKIA COLLEGE, District #501**, in the following programs:

Coal Mining Technology	AAS/Certificate
Diesel Equipment Technology	AAS
Hospitality Management	AAS
Machine Shop Technology	AAS/Certificate
Radio-TV Broadcasting	AAS
Telecommunications Technology	AAS/Certificate
Woodworking Technology	AAS

Lake Land College, District No. 517, agrees to accept students from **KASKASKIA COLLEGE, District #501**, in the following programs:

Aviation Maintenance	AAS
Dental Hygiene	AAS

Lewis and Clark Community College, District No. 536, agrees to accept students from **KASKASKIA COLLEGE, District #501**, in the following programs:

Fire Science	AAS/Certificate
Library and Information Technology	AAS/Certificate

Lincoln Land Community College, District #526, agrees to accept students from **KASKASKIA COLLEGE, District No. 501**, in the following program:

Agri-Fertilizer Operations	AAS
Aviation Maintenance	AAS

Rend Lake College, District No. 521, agrees to accept students from **KASKASKIA COLLEGE, District No. 501**, in the following programs:

Agricultural Mechanics	AAS/Certificate
Agriculture Production	AAS/Certificate
Associate Degree Nursing (RN) (LPN Graduate Only)	
Architectural Technology	AAS/Certificate
Building Maintenance/Custodial Services	Certificate
Culinary Arts Management	AAS/Certificate
EMT Paramedic	Certificate
Fire Science	AAS/Certificate
Graphic Design	AAS/Certificate
Horticulture	AAS/Certificate
Manufacturing Technology	AAS
Micro Computer Maintenance	AAS/Certificate
Mining Technology	AAS/Certificate
Occupational Therapist Assistant	AAS
Refrigeration, Heating & Air Conditioning	AAS/Certificate

Shawnee Community College, District No. 531, agrees to accept students from **KASKASKIA COLLEGE, District No. 501**, in the following programs:

Conservation Law Enforcement Technology	AAS
Wildlife Technology	AAS

Kaskaskia College students who are interested in enrolling in one of the joint agreement programs must request a letter of certification of residency from the Director of Development and Enrollment at Kaskaskia College. Students who are approved will be eligible for the in-district tuition rate and must meet all entrance requirements at the respective college.

Revised 4/00

KASKASKIA COLLEGE JOINT AGREEMENT PROGRAMS

Kaskaskia College, District No. 501, agrees to accept students from **SOUTHWESTERN ILLINOIS COLLEGE, District #522**, in the following programs:

Agriculture Business	AAS/Certificate
Dental Assisting	Certificate
Diagnostic Medical Sonography	Certificate

Kaskaskia College, District No. 501, agrees to accept students from **ILLINOIS EASTERN COMMUNITY COLLEGES, District No. 529**, (Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College), in the following programs:

Business Management	AAS
Dental Assisting	Certificate
Certified Respiratory Therapy Technician	Certificate
Physical Therapist Assistant	AAS

Kaskaskia College, District No. 501, agrees to accept students from **LAKE LAND COLLEGE, District No. 517**, in the following programs:

Auto Body Technology	Certificate
Certified Respiratory Therapist	Certificate
Dental Assisting	Certificate
Diagnostic Medical Sonography	Certificate
Radiologic Technology	AAS
Welding Technology	Certificate

Kaskaskia College, District No. 501, agrees to accept students from **Lewis and Clark Community College, District No. 536**, in the following program and courses:

Diagnostic Medical Sonography	Certificate
FIFI 102 Firefighter II - Introduction	
FIFI 104 Firefighter II – Basic	
FIFI 110 Firefighter II - Advanced	

Kaskaskia College, District No. 501, agrees to accept students from **LINCOLN LAND COMMUNITY COLLEGE, District #526**, in the following programs:

Dental Assisting	Certificate
------------------	-------------

Kaskaskia College, District No. 501, agrees to accept students from **REND LAKE COLLEGE, District No. 521**, in the following programs:

Associate Degree Nurse (RN)	Certificate
Cosmetology	Certificate
Computer Information Systems	AAS
Dental Assisting	Certificate
Diagnostic Medical Sonography	Certificate
Industrial Repair and Maintenance	Certificate
Music Emphasis	AA
Physical Therapist Assistant	AAS
Radiologic Technology	AAS
Certified Respiratory Therapist	Certificate

Kaskaskia College, District No. 501, agrees to accept students from **SHAWNEE COMMUNITY COLLEGE, District No. 531**, in the following programs:

Certified Respiratory Therapist	Certificate
Diagnostic Medical Sonography	Certificate

Kaskaskia College District No. 501, agrees to accept students from **SOUTHEASTERN ILLINOIS COLLEGE, District #533**, in the following program:

Diagnostic Medical Sonography	Certificate
-------------------------------	-------------

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

Revised 4/00

COOPERATIVE AGREEMENT

The Joint Agreement between Kaskaskia College and Lincoln Land Community College is hereby extended for a one-year period beginning July 1, 2000.

KASKASKIA COLLEGE

Chairman of the Board of Trustees

President

Date _____

LINCOLN LAND COMMUNITY COLLEGE

Chairman of the Board of Trustees

President

Date

April 24, 2000

Agenda Item #8H

LTC & GTE Easement

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: May 9, 2000
RE: GTE Easement Request

Mr. Chairman, I recommend approval of the request for a GTE right of way easement at Lincoln Trail College. The easement is available for viewing at the Board of Trustees meeting.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
SUBJ: GTE Easement Request
DATE: May 8, 2000

Enclosed is a request for a GTE right of way easement to run communications lines through Williams Hall property at Lincoln Trail College.

We are requesting this easement request be taken to our May board meeting for Board consideration.

Agenda Item #8I

FY2000-20001 Department of Corrections Contract

DATE: May 11, 2000
TO: Terry Bruce
FROM: John Arabatgis
RE: Department of Corrections FY 2001 Budget

Attached you will find two summary sheets for the FY 2001 budget for the programs being offered at the Robinson Correctional Center. One sheet is a summary of the budget by programs and the other is a summary by line items.

The total budget is \$421,243. The Department of Corrections School District is supporting the budget with \$213,424. The remaining \$207,819 is being supported by a projected income of \$206,819 from ICCB and \$1000 in flower sales.

The contract allows for a 4% increase in salaries for all employees.

If you have any questions, feel free to contact me.

mjw

attachment

**Department of Corrections
 FY 2001 Budget Summary by Program
 Pricing/Compensation**

APPLICANT: LINCOLN TRAIL COLLEGE

DATE: May 12, 2000

SUMMARY SHEET

INCOME (Estimated)	Total:	\$ 207,819
Source: <u>ICCB</u>		<u>206,819</u>
<u>Flower Sales</u>		<u>1,000</u>

II. EXPENDITURES

PROGRAM	<u>Administration</u>	\$ <u>102,171</u>
PROGRAM	<u>Baccalaureate</u>	\$ <u>51,950</u>
PROGRAM	<u>Business Management</u>	\$ <u>42,108</u>
PROGRAM	<u>Commercial Custodial</u>	\$ <u>39,236</u>
PROGRAM	<u>Computer Technology</u>	\$ <u>37,295</u>
PROGRAM	<u>Food Service</u>	\$ <u>42,081</u>
PROGRAM	<u>Horticulture</u>	\$ <u>44,090</u>
PROGRAM	<u>Youthful Offender</u>	\$ <u>35,316</u>
PROGRAM	<u>Vocational Improvement</u>	\$ <u>1,200</u>
PROGRAM	<u>Indirect</u>	\$ <u>25,796</u>
	TOTAL EXPENDITURES	\$ <u>421,243</u>
	*LESS INCOME	\$ <u>207,819</u>

III.	AMOUNT REQUESTED FROM DOC SCHOOL DISTRICT	\$ <u>213,424</u>
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**Department of Corrections
FY 2001 Budget Summary by Line Item
Pricing/Compensation**

APPLICANT: LINCOLN TRAIL COLLEGE

DATE: May 12, 2000

TOTAL BUDGET SUMMARY OF PROGRAMS

I.	PERSONAL SERVICES		<u>\$ 306,587</u>
II.	FRINGE BENEFITS		<u>\$ 38,292</u>
III.	EQUIPMENT		<u>\$ 0</u>
IV.	COMMODITIES		<u>\$ 34,968</u>
V.	TRAVEL		<u>\$ 3,700</u>
		Other	11,900
OTHER COSTS		Indirect	<u>\$ 25,796</u>
		TOTAL:	<u>\$ 421,243</u>

Agenda Item #9

**Bid Committee Report
None**

Agenda Item #10

District Finance

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

ILLINOIS EASTERN COMMUNITY COLLEGES

DISTRICT 529

TREASURER'S REPORT April 30, 2000

<u>FUND</u>	<u>BALANCE</u>
Educational	(\$557,283.39)
Operations & Maintenance	(\$207,114.10)
Operations & Maintenance (Restricted)	\$1,092,544.14
Bond & Interest	(\$4,859.12)
Auxiliary	\$524,352.60
Restricted Purposes	\$125,156.13
Working Cash	\$29,597.76
Trust & Agency	\$128,221.63
Audit	\$13,297.41
Liability, Protection & Settlement	\$88,367.46
TOTAL ALL FUNDS	<u>\$1,232,280.52</u>

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS
April, 2000

Date Purchased	Maturity Date	Rate of Interest	Bank	Cost	Value	Interest to be Earned
Education Fund						
5/5/99	5/5/2000	5.06	Civitas Bank (CD)	32,000	33,619	1,619
11/18/99	6/18/00	5.75	Old National Bank (CD)	1,500,000	1,550,313	50,313
2/22/00	7/22/00	6.03	First National Bank in Olney (CD)	1,500,000	1,537,688	37,688
*4/4/00	4/4/01	6.50	Citizens National Bank of Albion (CD)	100,000	106,500	6,500
*4/4/00	4/4/01	6.50	First National Bank of Allendale (CD)	100,000	106,500	6,500
Operations & Maintenance Fund						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	250,000	256,167	6,167
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	400,000	408,013	8,013
Operations & Maintenance Fund (Rest)						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	500,000	531,300	31,300
Auxiliary Fund						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	300,000	318,780	18,780
Restricted Purposes						
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	250,000	255,008	5,008
Working Cash Fund						
12/16/98	6/16/00	5.10	Old National Bank (CD)	1,515,000	1,630,898	115,898
10/20/99	4/20/01	5.95	Citizens National Bank of Albion (CD)	675,000	735,244	60,244
10/20/99	6/18/00	5.95	Civitas Bank (CD)	28,000	29,111	1,111
11/18/99	6/18/00	5.75	Old National Bank (CD)	10,000	10,335	335
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	20,000	20,493	493
2/22/00	5/22/00	5.87	Community Bank & Trust (CD)	10,000	10,147	147
Trust & Agency Fund						
5/5/99	5/5/2000	5.06	Civitas Bank (CD)	118,000	123,971	5,971
Liability & Protection Fund						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	100,000	102,467	2,467
2/22/00	8/22/00	6.75	Heritage National Bank (CD)	100,000	103,375	3,375

Special Investments

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000

Percentage of time remaining through the Budget: 16.712

GENERAL FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	2,407,000.00	2,366,259.76	-40,740.24	-1.693
STATE GOVT SOURCES	11,982,378.00	9,116,024.12	-2,866,353.88	-23.921
STUDENT TUITION & FEES	4,606,000.00	6,655,181.45	2,049,181.45	44.489
SALES & SERVICE FEES	.00	.00	.00	.000
FACILITIES REVENUE	40,000.00	19,874.00	-20,126.00	-50.315
INVESTMENT REVENUE	50,000.00	89,491.92	39,491.92	78.984
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	.00	.00	.000
OTHER REVENUES	100,000.00	167,082.83	67,082.83	67.083
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	19,185,378.00	18,413,914.08	-771,463.92	-4.021
EXPENDITURES:				
INSTRUCTION	8,320,818.69	7,080,716.68	-1,240,102.01	-14.904
ACADEMIC SUPPORT	560,302.09	432,209.64	-128,092.45	-22.861
STUDENT SERVICES	967,897.78	783,159.17	-184,738.61	-19.087
PUBLIC SERV/CONT ED	65,539.00	56,155.79	-9,383.21	-14.317
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,543,768.76	1,814,853.51	-728,915.25	-28.655
INSTITUTIONAL SUPPORT	4,488,989.68	2,919,057.33	-1,569,932.35	-34.973
SCH/STUDENT GRNT/WAIVERS	1,827,000.00	2,870,203.00	1,043,203.00	57.099
	-----	-----	-----	-----
TOTAL EXPENDITURES:	18,774,316.00	15,956,355.12	-2,817,960.88	-15.010
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	576,890.00	716,890.00	140,000.00	24.268
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	576,890.00	716,890.00	140,000.00	24.268
NET INCREASE/DECREASE IN NET ASSETS	-165,828.00	1,740,668.96	1,906,496.96	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000

Percentage of time remaining through the Budget: 16.712

OBM RESTRICTED

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	1,867,178.00	67,178.00	-1,800,000.00	-96.402
INVESTMENT REVENUE	.00	61,815.19	61,815.19	#####
OTHER REVENUES	.00	10,963.70	10,963.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,867,178.00	139,956.89	-1,727,221.11	-92.504
EXPENDITURES:				
OPER & MAINT PLANT	1,493,254.00	148,410.15	-1,344,843.85	-90.061
INSTITUTIONAL SUPPORT	2,208,133.00	234,936.28	-1,973,196.72	-89.360
	-----	-----	-----	-----
TOTAL EXPENDITURES:	3,701,387.00	383,346.43	-3,318,040.57	-89.643
NET INCREASE/DECREASE IN NET ASSETS	-1,834,209.00	-243,389.54	1,590,819.46	86.731

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000

Percentage of time remaining through the Budget: 16.712

BOND AND INTEREST

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,330,085.00	1,317,266.04	-12,818.96	-.964
INVESTMENT REVENUE	.00	2,364.49	2,364.49	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,330,085.00	1,319,630.53	-10,454.47	-.786
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,309,776.00	1,284,990.25	-24,785.75	-1.892
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,309,776.00	1,284,990.25	-24,785.75	-1.892
NET INCREASE/DECREASE IN NET ASSETS	20,309.00	34,640.28	14,331.28	70.566

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000
Percentage of time remaining through the Budget: 16.712

AUXILIARY FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STUDENT TUITION & FEES	760,175.00	207,253.04	-552,921.96	-72.736
SALES & SERVICE FEES	2,538,873.00	1,821,016.67	-717,856.33	-28.275
FACILITIES REVENUE	1,800.00	647.00	-1,153.00	-64.056
INVESTMENT REVENUE	.00	37,666.16	37,666.16	#####
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	12,000.00	12,000.00	#####
OTHER REVENUES	710,881.00	-49,580.28	-760,461.28	#####
	-----	-----	-----	-----
TOTAL REVENUES:	4,011,729.00	2,029,002.59	-1,982,726.41	-49.423
AUXILIARY ENTERPRISES:				
SALARIES	1,140,389.91	751,078.41	-389,311.50	-34.138
EMPLOYEE BENEFITS	67,590.00	43,945.34	-23,644.66	-34.982
CONTRACTUAL SERVICES	292,478.50	167,684.87	-124,793.63	-42.668
GEN. MATERIAL & SUPPLIES	2,842,941.14	1,440,515.59	-1,402,425.55	-49.330
CONF/TRAVEL MEETING EXPENSE	236,012.00	130,597.48	-105,414.52	-44.665
FIXED CHARGES	38,700.00	13,942.73	-24,757.27	-63.972
UTILITIES	25,543.45	9,489.86	-16,053.59	-62.848
CAPITAL OUTLAY	388,210.00	97,562.54	-290,647.46	-74.869
INTERFUND TRANSFERS	716,890.00	-716,890.00	-1,433,780.00	#####
OTHER EXPENDITURES	352,507.00	116,400.13	-236,106.87	-66.979
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	6,101,262.00	2,054,326.95	-4,046,935.05	-66.329
NET INCREASE/DECREASE IN NET ASSETS	-2,089,533.00	-25,324.36	2,064,208.64	98.788

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000
Percentage of time remaining through the Budget: 16.712

WORKING CASH

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	140,000.00	97,597.76	-42,402.24	-30.287
	-----	-----	-----	-----
TOTAL REVENUES:	140,000.00	97,597.76	-42,402.24	-30.287
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-140,000.00	.00	140,000.00	100.000
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-140,000.00	.00	140,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	280,000.00	97,597.76	-182,402.24	-65.144

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000

Percentage of time remaining through the Budget: 16.712

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	40,000.00	37,283.04	-2,716.96	-6.792
INVESTMENT REVENUE	.00	710.51	710.51	#####
	-----	-----	-----	-----
TOTAL REVENUES:	40,000.00	37,993.55	-2,006.45	-5.016
EXPENDITURES:				
INSTITUTIONAL SUPPORT	21,000.00	22,171.89	1,171.89	5.580
	-----	-----	-----	-----
TOTAL EXPENDITURES:	21,000.00	22,171.89	1,171.89	5.580
NET INCREASE/DECREASE IN NET ASSETS	19,000.00	15,821.66	-3,178.34	-16.728

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 30-APR-2000
Percentage of time remaining through the Budget: 16.712

LPS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	450,000.00	446,303.54	-3,696.46	-.821
INVESTMENT REVENUE	.00	7,559.72	7,559.72	#####
	-----	-----	-----	-----
TOTAL REVENUES:	450,000.00	453,863.26	3,863.26	.859
EXPENDITURES:				
INSTITUTIONAL SUPPORT	613,546.00	179,041.96	-434,504.04	-70.818
	-----	-----	-----	-----
TOTAL EXPENDITURES:	613,546.00	179,041.96	-434,504.04	-70.818
NET INCREASE/DECREASE IN NET ASSETS	-163,546.00	274,821.30	438,367.30	#####

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

Governmental Fund Types

	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	551,154	2,354,423
CASH IN BANK		18,530
IMPREST FUND	1,000	1,100
CHECK CLEARING	2,000	2,000
INVESTMENTS	5,132,000	2,150,000
RECEIVABLES	1,496,221	6,208,934
INTERFUND RECEIVABLES	627	6,067
TOTAL ASSETS AND OTHER DEBITS:	7,183,002	10,741,054
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	8,896	3,437
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-116,998	15,555
ACCRUED EXPENSE		
INTERFUND PAYABLES	627	6,067
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	647,096	
TOTAL LIABILITIES:	539,622	4,163,518
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	4,613,530	2,818,405
RESERVE FOR ENCUMBRANCES	2,029,850	3,759,131
TOTAL EQUITY AND OTHER CREDITS:	6,643,380	6,577,536
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	7,183,002	10,741,054
	=====	=====

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

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	524,353	725,543
CASH IN BANK		
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	300,000	300,000
RECEIVABLES	51,219	86,198
INTERFUND RECEIVABLES		
INVENTORY	371,248	348,431
TOTAL ASSETS AND OTHER DEBITS:	1,267,320	1,180,672
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
CURRENT OBLIGATIONS PAYABLE		
ACCOUNTS PAYABLE	-41,118	-30,881
ACCRUED EXPENSE		
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
TOTAL LIABILITIES:	-41,118	-30,881
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	899,315
PR YR BDGTD CHANGE TO FUND	-25,324	312,238
BALANCE		
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
TOTAL EQUITY AND OTHER CREDITS:	1,308,438	1,211,553
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,267,320	1,180,672
=====	=====	=====

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

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	29,598	128,222	157,819	258,766
CASH IN BANK		--		
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,258,000	118,000	2,376,000	2,266,000
RECEIVABLES		2,893	2,893	3,021
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	2,287,598	249,115	2,536,713	2,527,787
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
CURRENT OBLIGATIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		139,950	139,950	139,950
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTD CHANGE TO FUND BALANCE		--		
Fund Balances:				
FUND BALANCE	2,287,598	97,580	2,385,178	2,377,558
RESERVE FOR ENCUMBRANCES		11,585	11,585	10,280
TOTAL EQUITY AND OTHER CREDITS:	2,287,598	109,165	2,396,763	2,387,837
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	2,287,598	249,115	2,536,713	2,527,787
	=====	=====	=====	=====

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

Memorandum Only

	Current Year 2000	Prior Year 1999
<hr/>		
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	1,233,326	3,338,732
CASH IN BANK		18,530
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,808,000	4,416,000
RECEIVABLES	1,550,334	6,298,153
INTERFUND RECEIVABLES	627	6,067
INVENTORY	371,248	348,431
	<hr/>	<hr/>
TOTAL ASSETS AND OTHER DEBITS:	10,987,035	14,449,513
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	8,896	3,437
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-158,116	-15,326
ACCRUED EXPENSE		
INTERFUND PAYABLES	140,577	146,017
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	647,096	
	<hr/>	<hr/>
TOTAL LIABILITIES:	638,453	4,272,587
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	899,315
PR YR BDGTD CHANGE TO FUND	-25,324	312,238
BALANCE		
Fund Balances:		
FUND BALANCE	6,998,708	5,195,963
RESERVE FOR ENCUMBRANCES	2,041,435	3,769,411
	<hr/>	<hr/>
TOTAL EQUITY AND OTHER CREDITS:	10,348,581	10,176,927
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<hr/>	<hr/>
	10,987,035	14,449,513
	<hr/>	<hr/>
	=====	=====

ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS
COMPARISON REPORT FY98-00

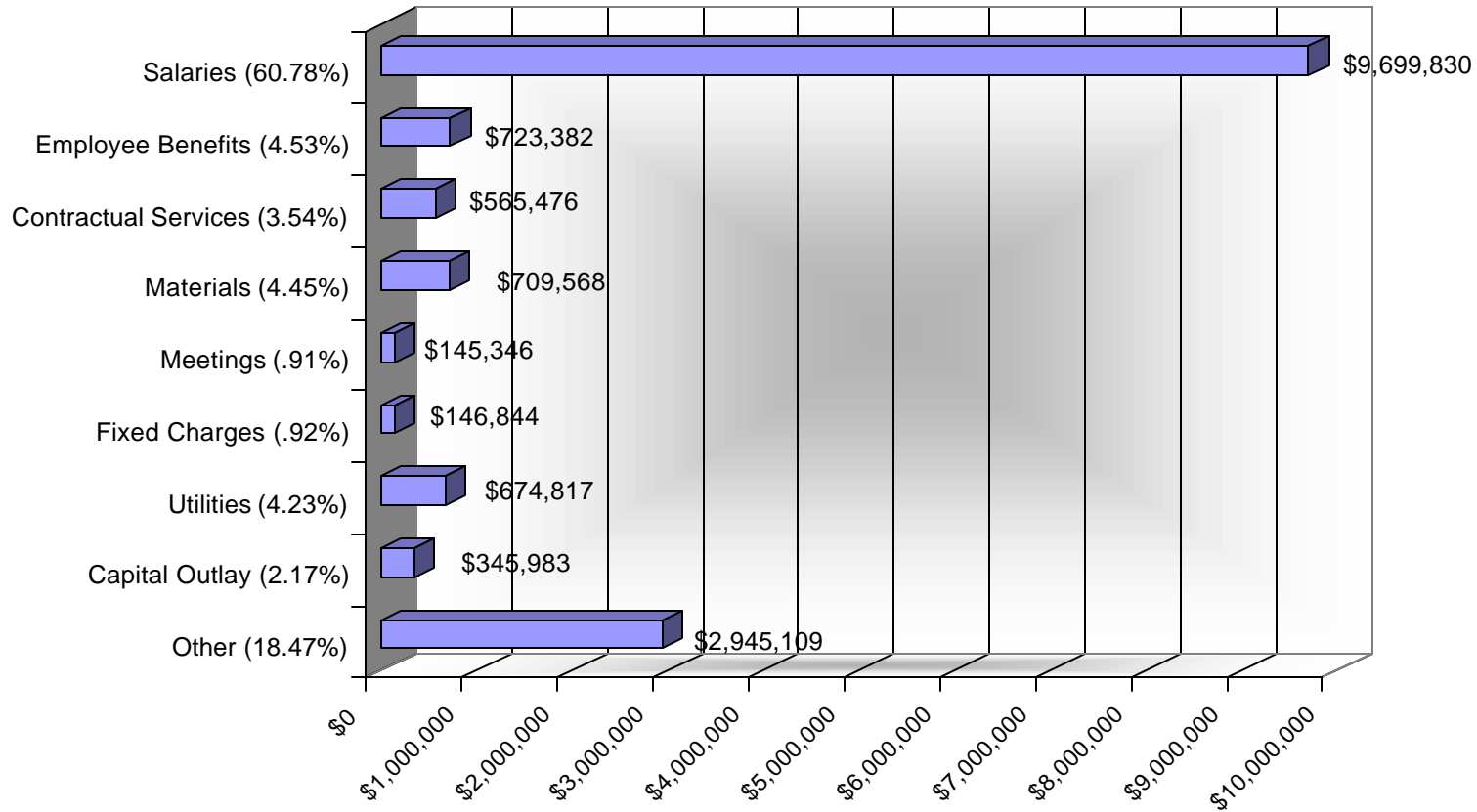
College	Category	FISCAL YEAR 1998			FISCAL YEAR 1999			FISCAL YEAR 2000				Summer & Fall Hours	Cost per Semester Hour
		Annual Budget	Spent Thru April	% of Bdgt	Annual Budget	Spent Thru April	% of Bdgt	Annual Budget	Spent Thru April	% of Bdgt	% of Year		
Frontier	Bills		\$380,647			\$348,014		\$979,468					
	Payroll		1,142,118			1,206,623		1,326,976					
	Totals	\$1,982,133	1,522,765	77%	\$2,077,018	1,554,637	75%	\$2,620,195	2,306,444	88%	83%	14,048	\$164.18
Holt Trail	Bills		627,019			578,280		1,142,531					
	Payroll		1,379,300			1,507,342		1,856,226					
	Totals	2,602,512	2,006,319	77%	2,697,681	2,085,622	77%	3,250,689	2,998,757	92%	83%	11,748	255.26
Key Central	Bills		793,360			669,251		1,516,946					
	Payroll		2,122,315			2,180,933		2,626,724					
	Totals	3,700,904	2,915,675	79%	3,761,268	2,850,184	76%	4,484,872	4,143,670	92%	83%	18,666	221.99
Kash Valley	Bills		575,048			492,419		1,294,268					
	Payroll		1,656,686			1,763,556		2,075,621					
	Totals	2,822,934	2,231,734	79%	2,944,978	2,255,975	77%	3,694,006	3,369,889	91%	83%	16,053	209.92
Workforce Educ.	Bills		203,292			189,887		960,933					
	Payroll		1,034,342			1,025,447		780,024					
	Totals	1,608,675	1,237,634	77%	1,769,316	1,215,334	69%	1,619,930	1,740,957	107%	83%	12,293	141.62
District Office	Bills		214,192			186,067		214,850					
	Payroll		542,552			543,198		609,768					
	Totals	910,368	756,744	83%	924,251	729,265	79%	1,086,064	824,618	76%	83%		
District Wide	Bills		1,639,607			1,417,136		147,529					
	Payroll		196,983			227,800		424,491					
	Totals	2,037,720	1,836,590	90%	1,407,496	1,644,936	117%	2,018,560	572,020	28%	83%		
S & M	Bills												
	Payroll												
	Totals												
GRAND TOTALS		15,665,246	12,507,461	80%	15,582,008	12,335,953	79%	18,774,316	15,956,355	85%	83%	72,808	219.16

Includes DOC.

ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS
ANNUAL COMPARISON REPORT FY96-97

College	Category	FISCAL YEAR 1996			FISCAL YEAR 1997		
		Annual Budget	Spent Thru FY96	% of Bdgt.	Annual Budget	Spent Thru FY97	% of Bdgt.
Frontier	Bills		280,697			329,606	
	Payroll		1,261,346			1,329,343	
	Totals	1,584,532	1,542,043	97%	1,669,767	1,658,949	99%
Lincoln Trail	Bills		376,901			413,208	
	Payroll		1,451,821			1,469,308	
	Totals	1,910,994	1,828,722	96%	1,891,732	1,882,516	100%
Olney Central	Bills		508,385			587,464	
	Payroll		2,444,855			2,436,174	
	Totals	2,992,001	2,953,240	99%	3,051,721	3,023,638	99%
Wabash Valley	Bills		414,722			375,255	
	Payroll		1,827,712			1,803,006	
	Totals	2,282,100	2,242,434	98%	2,216,259	2,178,261	98%
Workforce Educ.	Bills		195,431			229,218	
	Payroll		1,301,780			1,391,784	
	Totals	1,519,113	1,497,211	99%	1,534,554	1,621,002	106%
District Office	Bills		210,287			230,566	
	Payroll		601,776			639,092	
	Totals	816,740	812,063	99%	904,204	869,658	96%
District Wide	Bills		520,503			933,803	
	Payroll		211,558			259,357	
	Totals	838,763	732,061	87%	1,378,951	1,193,160	87%
O & M	Bills		1,248,157			1,199,831	
	Payroll		594,759			618,734	
	Totals	1,908,058	1,842,916	97%	1,904,920	1,818,565	95%
GRAND TOTALS		13,852,301	13,450,690	97%	14,552,108	14,245,749	98%

Illinois Eastern Community Colleges FY2000 Operating Funds



Illinois Eastern Community Colleges Dist. #529

As of April 30, 2000 - \$15,956,355

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: May 11, 2000
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. The resignation/retirement letters will be mailed with the employment packets.

mk

Attachment

PERSONNEL REPORT

INDEX

- 400.1. Employment of Personnel**
- 400.2. Adoption of Resolution and Reemployment
of Full-time Staff**
- 400.3. FY00-01 Wage Increases for Non-Bargaining
Employees (external report)**
- 400.4. Entry Level Wages (external report)**
- 400.5. Resignations**
- 400.6. Retirement**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Classified

1. Janet Lane: Initial full-time employment as International Student Liaison for the District Office, (LTC campus). Amount: Based upon \$18,900 per fiscal year. Effective: July 1, 2000.
Code: 018-8110D-1201-804
2. Robert Long: Initial full-time employment Student Advisor, Success Network for the District Office, (FCC campus). Amount: Based upon \$18,900 per fiscal year. Effective: July 24, 2000.
Code: 625265D-5265D-1201-308

400.2. Adoption of Resolution and Reemployment of Full-time Staff

It is recommended that the attached resolution be adopted. The employment of personnel whose wages are supported by Department of Corrections, grant, or auxiliary funds is completely dependent upon continued funding from those sources. Should the account terminate or revenues cease, employment is null and void and the rights of both parties are at an end.

400.3. FY00-01 Wage Increases for Non-Bargaining Employees (external report)

400.4. Entry Level Wages (external report)

400.5. Resignations

A. Classified

1. Bruce Stovall, Computer Technician, Olney Central College, effective May 10, 2000.
2. Janet Wellen, Student Advisor, Success Network, District Office (FCC campus), effective July 21, 2000.

400.6. Retirement

A. Classified

1. Jean Blackford, Administrative Assistant, Olney Central College, effective May 31, 2000.

ADMINISTRATIVEFRONTIER COMMUNITY COLLEGE

<u>Name</u>	<u>Position</u>
Ted Davis	Director of LRC
Blenda Demaret	Assistant to the Dean of the College
Jerry Hefley	Dean of the College
Carroll Hilliard	Director of Financial Assistance and Community Services
Melanie Lee	Director of Public Info & Marketing
LaVonna Miller	Director of Business

LINCOLN TRAIL COLLEGE

<u>Name</u>	<u>Position</u>
Karen Coleman	Director of LRC
Debbie Kull	Director of Financial Aid
Gayle Saunders	Dean of the College
Lydia Williams	Director of Business, Community Services & Continuing Ed

ROBINSON CORRECTIONAL CENTER

* Glen Donaldson	Associate Dean (DOC)
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OLNEY CENTRAL COLLEGE

<u>Name</u>	<u>Position</u>
Jack Davis	Dean of Instruction
Donna Henry	Assoc Dean, Nursing & Allied Health
Doug Shipman	Director of Business
Fran Stencil	Director of LRC
Chris Webber	Assistant Dean for Student Services

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

WABASH VALLEY COLLEGE

Name

Position

Louise Acree
Wayne Henegar
Diana Spear
Cynthia Walls

Director of Public Information & Marketing
Dean of Instruction
Assistant Dean of Student Services
Director of Business

WORKFORCE EDUCATION

Name

Position

John Howard
George Woods

Associate Dean, CMT
Dean of Workforce Education

DISTRICT OFFICE

Nancy Allard
Chris Cantwell
Marty Novak
Pam Schwartz
* Kathleen Vespa

Comptroller & Director of Finance
Assoc Dean, Academic & Student Support Services
Director of Personnel
Assoc Dean, Institutional Development
Assoc Dean, Education to Careers Prog (GRANT)

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

PROFESSIONAL/NON-FACULTY

FRONTIER COMMUNITY COLLEGE

<u>Name</u>	<u>Position</u>
* Jim Beers	Dir Human Serv & Job Dev/Retention (GRANT)
Robert Boyles	Program Director, Adult & Continuing Ed
Suzanne Brooks	Coordinator of Registration & Records
* Bill Brower	Coordinator of Literacy Development Program (GRANT)
Galen Dunn	Supervisor of Building & Grounds
* Brenda Helm	Director of Ad Education Recruitment & Advisement (GRANT)
* Lawrence Houston	Director of Admissions & Special Populations (GRANT)
Janice Tucker	Director of Recruitment & Advisement
Wesley Weber	Program Director, Emergency Preparedness & Industrial Quality Management
Jeannette Wiles	Coordinator of Student Success

LINCOLN TRAIL COLLEGE

<u>Name</u>	<u>Position</u>
* Rick Arp	Coach (AUXILIARY)
* James Chambers	Coach (AUXILIARY)
* Liz Grant	Manager of Bookstore (AUXILIARY)
Richard Kent	Building Superintendent
* Anthony Kestranek	Fitness Center Coordinator (AUXILIARY)
* Donna Meadows	Manager of Food Services (AUXILIARY)
Becky Mikeworth	Director of Admissions
Brad Musgrave	Director of Recruitment & Advisement

ROBINSON CORRECTIONAL CENTER

* Aimee Arthur	Youthful Offender Counselor (DOC)
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*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

OLNEY CENTRAL COLLEGE

<u>Name</u>	<u>Position</u>
Judy Burroughs	Director of the Cosmetology Program
* Dennis Conley	Athletic Director/Coach (AUXILIARY)
* Kristi Crawford	Coordinator, Community Programming & Student Activities (AUXILIARY)
* James Glash	Coach (AUXILIARY)
Donita Kaare	Director of LSC
* Jervaise McGlone	Director of Women's Center (GRANT)
* Jessica Morris	Coach (AUXILIARY)
Deanna Ratts	Coordinator of Public Information & Marketing
J. Robert Story	Building Superintendent
Vicki Stuckey	Financial Aid Coordinator
* Ed Wright	Manager of Bookstore (AUXILIARY)

WABASH VALLEY COLLEGE

<u>Name</u>	<u>Position</u>
James Bogard	Building Superintendent
Elaine Brown	Coordinator, Academic Assistance Center
James Cox	Director, Radio/TV Broadcasting
* Greg Goldman	Manager of Bookstore (AUXILIARY)
* John Loyer	Coach (AUXILIARY)
* Glenda Raber	Coordinator Radio Information Services (GRANT)
* Judy Riggs	Manager of Food Services (AUXILIARY)
Melinda Silvernale	Financial Aid Coordinator
* Stephanie Smith	Coach (AUXILIARY)
Tim Zimmer	Director of Academic Advising

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

WORKFORCE EDUCATION

<u>Name</u>	<u>Position</u>
John Highhouse	Prog Dir, Telecommunications Training
Diane Lutes	Director of Admissions & Financial Aid

DISTRICT OFFICE

<u>Name</u>	<u>Position</u>
Rita Adams	Program Director, College Support Services
* Byron Brumfiel	Program Director, SBDC (GRANT)
Tara Buerster	District Student Recruiter Coordinator
Bonnie Chaplin	Director of Business Services
Alex Cline	Director of Information & Communications Tech
Jack Dunn	Communications Specialist
John Frazier	Asst Program Director, Hainan Project
Marilyn Grove	Treasurer
* LeAnn Hartleroad	Asst Program Director, Upward Bound (GRANT)
* Peggy Jausel	Director of Dislocated Worker Program (GRANT)
Pam Madden	Program Director, Internat'l St/Dir Dist St Rec
* David McKimmy	Asst Program Director, SBDC (GRANT)
* Susan Polgar	Project Director, Success Network, Title IV (GRANT)
* Rodney Ranes	Asst Prog Director, Educ Talent Search (GRANT)
* Carla Wesner	Director, Business & Industry Training (GRANT)

* Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

CLASSIFIED

FRONTIER COMMUNITY COLLEGE

<u>Name</u>	<u>Position</u>
Barbara Bennett	Office Assistant
Karen Bryant	Office Assistant
Trena Cline	Clerk
* Jeffery Davenport	Computer Technician (GRANT)
Debra Dawkins	Office Assistant
Tara Farleigh	Clerk
* Janet Herman	Literacy Development Center Tech (GRANT)
Denise Hilliard	Administrative Assistant
Freda Hoffman	Administrative Assistant
Janie Lake	Administrative Assistant
* Amy Loss	Clerk (GRANT)
Andy Pottorff	Custodian
Renee Smith	Administrative Assistant to President
Scott Talbert	Textbook Library/Equipment Technician

LINCOLN TRAIL COLLEGE

<u>Name</u>	<u>Position</u>
Sheri Bayne	Office Assistant
Donna Boyd	Administrative Assistant
Deanna Chrysler	Administrative Assistant
Carolyn DiBeasi	Office Assistant
Douglas Edwards	Lead Custodian
Sharon Hanson	Clerk
Kenneth Hawkins	Maintenance Worker
Jamie Henry	Office Assistant
Julie Higginbotham	Office Assistant
Freda Kelley	Custodian
Paul Lange	Audio/Visual Technician
Travis Matthews	Occupations Advisor
Albert Miller	Custodian
Ricky Rich	Groundskeeper
Gary Upton	Custodian
Jo Wachtel	Office Assistant
* Laura York	Computer Technician (GRANT)

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

ROBINSON CORRECTIONAL CENTER

* Kay Conour Office Assistant (DOC)

OLNEY CENTRAL COLLEGE

<u>Name</u>	<u>Position</u>
Timothy Bower	Custodian
Karen Devall	Library Assistant
Jean Duckworth	Administrative Assistant
Jaye Fehrenbacher	Administrative Assistant
Kathy Fehrenbacher	Office Assistant
Larry Gangloff	Maintenance Worker
Carla Gardner	Administrative Assistant to the President
Lawrence Harbaugh	Custodian
Tammy Harmon	Administrative Assistant
Carla Heckenbach	Administrative Assistant
Linda Horn	Office Assistant
Larry Johnson	Groundskeeper
Cheryl Knight	Administrative Assistant
Sara Kocher	Office Assistant
Damona Nease	Custodian
* Joyce Nix	Special Needs/Academic Advisor (GRANT)
Carl Sager	Lead Custodian
Reba Stanfield	Office Assistant
John Stoll	Custodian
Betty Stout	Administrative Assistant
* Rose Teel	Job Developer/Intake Processor (GRANT)
* Christine Weber	Jobs Advisor (GRANT)
Olivia Zwilling	Career Advisor

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

WABASH VALLEY COLLEGE

<u>Name</u>	<u>Position</u>
Karissa Anderson	Office Assistant
Darla Brooke	Computer Lab Technician
Sandra Craig	Library Assistant
Pam Felts	Custodian
Mary Ann Fields	Lead Custodian
Lisa Fortner	Custodian
* Joedy Groff	Computer Technician (GRANT)
Kathryn Head	Custodian
Pamela Henegar	Office Assistant
Betty Hocking	Office Assistant
Cindy Kruse	Administrative Assistant
Ron Martin	Groundskeeper
Barbara Minniear	Office Assistant
Jane Owen	Office Assistant
Dwight Piper	Maintenance Worker
Cathy Seaton	Administrative Assistant
Audrey Tice	Administrative Assistant to President
Judy Wilkinson	Office Assistant

WORKFORCE EDUCATION

<u>Name</u>	<u>Position</u>
Kay Brown	Program Assistant – Carterville
Shirley Buche	Program Assistant – Harrisburg
Becky Coomer	Program Assistant – Robinson
Mary Kay Enrietta	Program Assistant – Springfield
Lynda Price	Program Assistant – Marissa
Ruth Ann Ward	Clerk

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

DISTRICT OFFICE

* Shelly Allensworth	Case Worker (GRANT)
Charles Bennett	Systems Technician
* Cheryl Blank	Upward Bound Student Advisor (GRANT)
* Jill Bloehs	Resource Room Advisor (GRANT)
* Kathy Corry	Administrative Assistant (GRANT)
* Ada Fleeharty	Student Advisor, Success Network (GRANT)(OCC)
Cynde Frost	Payroll Clerk
Jeff Gumbel	Webmaster
Terri Harris	International Student Liaison
* Stephanie Harrison	College Academic Adv, Ed Talent Search (GRANT)
Chris Heindselman	Research Technician
* Beverly Hemrich	Office Assistant, Success Network (GRANT) (LTC)
Eva Hubble	Administrative Assistant
Amy Johnson	Clerk
Melanie Kent	Administrative Assistant
* Sarah Kincaid	Office Assistant (GRANT)
* Carole Kirk	Upward Bound Student Advisor (GRANT)
Barbara McGuire	Computer Lab Assistant
Maria Michels	Account Payable Clerk
* Judy Neikirk	Student Advisor, Success Network (GRANT) (WVC)
* Teresa O'Brien	Program Assistant (GRANT)
* Andrea Pampe	Office Assistant, Ed Talent Search (GRANT)
Lona Peavler	Business Office Clerk
Chris Raley	Administrative Assistant
* Carol Redman	Program Advisor, Ed Talent Search (GRANT)
Jan Robards	Bookkeeper
Jackie Shamhart	Office Assistant
Rebecca Shultz	Computer Operator
* Kathy Slichenmyer	Office Assistant (GRANT)
Terry Stanford	Executive Assistant to CEO
* Kathy Swinson	Case Worker (GRANT)
Paul Tait	Networking Technician
Barbara Thomas	Administrative Assistant
* Cora Weger	Student Advisor, Success Network (GRANT) (LTC)
* Lisa Weiler	Case Worker (GRANT)
* Janet Wellen	Student Advisor, Success Network (GRANT) (FCC)
Lucinda Wingert	Database Technician

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

FACULTY

ROBINSON CORRECTIONAL CENTER

*	Alice Holtzouser	Business Management Instructor (DOC)
*	Harvey Ricker	Commercial Custodial Service Instructor (DOC)
*	Larry Conour	Computer Technology Instructor (DOC)
*	Paul Stouse	Horticulture Instructor (DOC)

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Acquisition & Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

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

Phase III											
ENVIRONMENTAL BARRIER PROJECTS & MISCELLANEOUS:	Estimated Budget										
Misc. ADA Improvements All campuses & DO	\$505,000										
Exit Door Modifications OCC	\$126,000										
Phase IV											
Environmental Barriers FCC, LTC & WVC	\$366,300										
Exit Modifications - WVC	\$61,700										
Replace Stage Curtains OCC & WVC	\$55,700										
Stage Floor Replacement OCC	\$48,400										
Flooring Replacements Asbestos - WVC	\$105,000										
Roof Replacements OCC & WVC	\$128,400										
		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted	

4/28/00

**TENTATIVE
Protection, Health, and Safety
Projects Schedule
Phase IV**

Phase IV											
MECHANICAL & ELECTRICAL PROJECTS:	Estimated Budget										
Replace Rooftop Units LTC	\$363,000										
Replace Rooftop Units OCC	\$779,300										
HVAC/Dehumidification Upgrades – WVC	\$284,300										
HVAC Replacement FCC	\$137,900										
Fire Alarm & Emergency Lighting Replacement LTC & WVC	\$382,000										
Electrical Renovations WVC	\$284,300										
Furnace Replacement FCC	\$84,700										
Lighting & Fire Alarm Upgrades - FCC & OCC	\$69,600										
TOTALS : ESTIMATED BUDGET \$3,781,600 BID AMOUNT \$2,727,815			Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

4/28/00