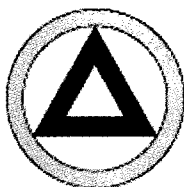


ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

September 19, 2000



Location:

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

**Dinner – 6 p.m. Richard L. Mason Building, Rm 23
Meeting – 7 p.m. Cooperative Extension Building**

**Illinois Eastern Community Colleges
Board Agenda**

**September 19, 2000
7:00 p.m., Frontier Community College, Fairfield, IL**

1. Call to Order and Roll Call Chairman Lane
2. Disposition of Minutes..... CEO Bruce
3. A. Recognition of Visitors and Guests Bruce
- B. IECCEA Representative
4. Public Comment
5. Reports
- A. Trustees
- B. Presidents
- C. George Woods
- D. Cabinet
6. Policy First Reading (and Possible Approval)..... Bruce
- A. Family Educational Rights and Privacy 500.11
7. Policy Second Reading - None
8. Staff Recommendations for Approval
- A. Marathon Ashland Petroleum Settlement Agreement Bruce
- B. Audit – Board Action Allard
- C. 2000 Estimated Tax Levy Resolution Allard
- D. Certificate of Compliance with the Truth in Taxation Law..... Allard
- E. Certification of Tax Levy for FY2002 Allard
- F. Frontier Community College Learning Resource Center Bruce
- G. Cooperative Education Agreement with John A. Logan..... Cantwell
9. Bid Committee Report – None Allard
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 Bruce
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

Agenda Item #2

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, August 15, 2000.

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

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

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, 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: Ms. Karen Marie Jameson. There being a quorum present, the Chairman declared the Board of Trustees to be in open, public session for the transaction of business.

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

Also present at this meeting, in addition to trustees:

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

Dr. Hans Andrews, President of Olney Central College.

Dr. Harry Benson, President of Wabash Valley College.

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

Mr. Jerry Hefley, Dean of the College of Frontier Community College.

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

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

Ms. Pamela Schwartz, Associate Dean of Institutional Development.

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

Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, held Tuesday, July 25, 2000, were presented for approval.

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

AGENDA #3 – “Recognition” –

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

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

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

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

#5-D. Report from Cabinet: None.

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

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

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

#8-A. Robinson Enterprise Zone Tax Abatement Resolution: The CEO recommended approval of the following Robinson Enterprise Zone Tax Abatement Resolution, which covers the Hutsonville power plant:

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 July 11, 2000, as Ordinance Number 2000-O-22, upon which new improvements shall be renovated or rehabilitated, subject to the following conditions:

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

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

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

#8-B. 2001-2003 Academic Calendar: The CEO recommended tentative approval of the 2001-2003 Academic Calendar for Illinois Eastern Community Colleges.

Board Action: Mrs. Kessler made a motion to adopt as tentative the IECC 2001-2003 Academic Calendar as presented. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-C. CISCO Memorandum of Agreement: The CEO recommended adoption of a revised Memorandum of Agreement between the Board of Trustees and the Illinois Eastern Community Colleges Education Association, IECCEA, IEA-NEA, with respect to Section 9.9.2 (Movement Between Educational Levels) of their existing collective bargaining agreement. The memorandum relates to CISCO courses and includes the names of Cindy Myers, Larry Reed and Matt Swinford and courses CNT 295, CNT 296, CNT 297, CNT 298.

Board Action: Dr. Fischer made a motion to adopt the revised Memorandum of Agreement as presented. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-D. Group Medical and Dental Insurance Premium: The CEO recommended approval of the group medical and dental premium increase by Blue Cross Blue Shield, IECC's major medical carrier, effective September 1, 2000. Medical rate increases 21.2% and dental premium increases 1.8% from \$19.10 to \$19.45. Employee health premium will increase from \$222.08 to \$269.16 per month. The total monthly premium will be \$288.61. The new monthly premium rates will be as follows:

Health: Employee \$269.16, employee & spouse \$598.02, employee & child(ren) \$439.19, employee & family \$767.83.

Dental: Employee \$19.45; employee & spouse \$39.73, employee & child(ren) \$50.20, employee & family \$70.15.

Board Action: Miss Wolfe made a motion to approve the premium increase by Blue Cross Blue Shield as presented. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-E. Certification of Chargeback: The CEO recommended approval of the Certification of Chargeback Reimbursement form for fiscal year 2001 for submission to the Illinois Community College Board. The out-of-district cost per semester hour is \$164.84. Chargeback reimbursement per semester credit hour is \$77.61. The cost per semester credit hour for out-of-state and international students is \$207.45.

Board Action: Mrs. Culver made a motion to adopt the Certification of Chargeback Reimbursement form as presented. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-F. FY2001 Capital Renewal Application: The CEO recommended approval of Illinois Eastern Community Colleges FY2001 Capital Renewal Grant Application with an estimated cost of \$222,400. The FY2001 capital renewal allocated amount is \$212,400 and the remaining cost of \$10,000 will be funded by local funds.

Board Action: Mrs. Kessler made a motion to approve IECC's FY2001 Capital Renewal Grant Application with an estimated cost of \$222,400 as recommended. 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.

#8-G. FY2000 Capital Renewal Board Resolution: The CEO recommended adoption of the following resolution to approve IECC's FY2001 Capital Renewal Grant application.

Resolution for Capital Renewal Grant Funds Application

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges, District #529, that authorization is hereby given to file with the Illinois Community College Board, this district's FY2001 Capital Renewal Grant Application and attachments thereto, including justification narration and project scope, with an estimated cost of \$222,400, as follows:

1. The capital renewal allocated amount is \$212,400 and the remaining cost of \$10,000 will be funded by local funds.

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

LTC:	Theater lighting and exterior sealant work	49,700
OCC:	Install ceiling system	56,300
WVC:	Resurface parking lot	59,200
FCC:	Widen parking lot entrance	<u>8,300</u>
	Subtotal	\$173,500
	Contingency	17,400
	Construction Administration Fee	2,900
	A/E Compensation	19,100
	Observation & Reimbursables	<u>9,500</u>
	Total Estimated Project Cost	\$222,400
	Local Supplement	<u>10,000</u>
	Budget FY 01 Funds	\$212,400

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

Board Action: Mrs. Kessler made a motion to adopt the foregoing resolution for Capital Renewal Grant Funds Application as presented. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-H. \$2.3M Protection, Health and Safety Projects: The CEO recommended approval of Illinois Eastern Community Colleges list of Protection, Health and Safety projects, with total estimated cost including fees and contingency of \$2,388,200.

Board Action: Dr. Fischer made a motion to approve IECC's list of Protection, Health and Safety projects with an estimated cost of \$2,388,200 as recommended. Mrs. Turkal 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.

#8-I. \$2.3M Protection, Health and Safety Projects Board Resolution: The CEO recommended adoption of the following resolution approving IECC's \$2.3M Protection, Health and Safety projects.

Resolution to Approve PHS Construction Projects

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, Section 3-20.3-01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to sell protection health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the projects recommended for repair and alterations are:

1. Replace Energy Management Systems - Lincoln Trail College, Olney Central College, Wabash Valley College: \$381,200.
2. Replace/Supplement HVAC Systems – Lincoln Trail College, Olney Central College, Wabash Valley College: \$1,636,600.
3. Site Paving and Lighting - Frontier Community College: \$35,800.
4. Exterior Rehabilitation - Frontier Community College: \$160,400.
5. Replace Floor Drain Pipe – Lincoln Trail College Crisp Building: \$26,600.
6. Replace Bleachers – Olney Central College: \$147,600.

Total estimated cost including fees and contingency: \$2,388,200

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.

2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
5. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Board Action: Miss Wolfe made a motion to adopt the foregoing resolution for IECC's Protection, Health and Safety projects as presented. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-J. FY2001 Budget: The CEO recommended adoption of the following resolution approving the FY2001 budget.

Budget of Illinois Eastern Community Colleges, Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, for the Fiscal Year beginning July 1, 2000 and ending June 30, 2001.

WHEREAS the Board of Trustees of Illinois Eastern Community Colleges, Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 15th day of August, 2000, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with:

NOW, THEREFORE, be it Resolved by the Board of Trustees of said district as follows:

Section 1. That the fiscal year of the Community College District be and the same hereby is fixed and declared to be beginning July 1, 2000 and ending June 30, 2001.

Section 2. That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of this Community College District for the said Fiscal Year.

SUMMARY STATEMENT OF OPERATING FUNDS REVENUES AND EXPENDITURES

EDUCATION FUND: Revenue \$19,285,000; Expense 19,031,083; Excess (Deficiency) 253,917; Reserve for Contingency 3,302,414; Transfer-In 120,000; Transfer-Out 798,657; Fund Balance Beginning of Year 3,727,154; Fund Balance End of Year 0.

OPERATIONS & MAINTENANCE FUND: Revenue \$2,074,000; Expense 2,323,749; Excess (Deficiency) (249,749); Reserve for Contingency 4,415; Fund Balance Beginning of Year 254,164; Fund Balance End of Year 0.

TOTAL OPERATING FUNDS: Revenue \$21,359,000; Expense 21,354,832; Excess (Deficiency) 4,168; Transfer-In 120,000; Transfer-Out 798,657; Reserve for Contingency 3,306,829; Fund Balance Beginning of Year 3,981,318; Fund Balance End of Year 0.

SUMMARY OF SPECIAL FUNDS

OPERATIONS & MAINTENANCE FUND RESTRICTED: Revenue \$1,541,810; Expense 3,153,212.

BOND & INTEREST FUND: Revenue \$1,398,410; Expense 1,398,410.

AUXILIARY FUND: Revenue \$4,069,892; Expense 5,303,937.

WORKING CASH FUND: Revenue \$120,000; Expense 0; Transfer-Out 120,000.

AUDIT FUND: Revenue \$20,000; Expense 23,188.

LIABILITY & PROTECTION FUND: Revenue \$435,000; Expense 834,605.

Board Action: Miss Wolfe made a motion to adopt the foregoing resolution for adoption of the budget of Illinois Eastern Community Colleges District No. 529 for the fiscal year July 1, 2000 to June 30, 2001 as presented. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

AGENDA #9 – “Bid Committee Report” – None.

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

#10-A. Financial Report: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$2,168,023.70, as of July 31, 2000. The reports were accepted.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of August, 2000, totaling \$888,215.11, 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 August, 2000, in the amounts listed, and payments from the revolving fund for the month of July, 2000. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

AGENDA #11 – “Chief Executive Officer's Report” - None.

AGENDA #12 – “Executive Session” – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on

behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

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

Mrs. Culver, Dr. Fischer, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Ms. Jameson. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 8:00 p.m.

#12-B. Closed Meeting Ended: Dr. Fischer made a motion to reconvene in open session. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say "Aye" and those opposed to say "No." The viva voce (by the voice) vote was taken and the Chair declared that the "Ayes" have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 9:20 p.m.

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

AGENDA #13 – "Approval of Executive Session Minutes" – Dr. Fischer made a motion to approve minutes of a closed meeting held Tuesday, July 25, 2000, as prepared, but that these minutes remain closed and not be opened to the public record at this time. 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 #14 – "Approval of Personnel Report" – The CEO presented the following Personnel Report and recommended it be approved.

400.1. Employment of Personnel

A. Classified

1. Michael Robinson: Initial full-time employment as Network/Web Technician at the District Office. Amount: Based upon \$24,000 per fiscal year. Effective: August 21, 2000. The position is contingent upon continued grant funding.

2. Ruth Trowbridge: Initial full-time employment as Case Worker for the Dislocated Worker Program at the District Office. Amount: Based upon \$19,845 per fiscal year. Effective: August 28, 2000. The position is contingent upon continued grant funding.

400.2. Change in Status

A. Faculty

1. Travis Matthews, Occupations Advisor at Lincoln Trail College to Telecommunications Instructor. Amount: Based upon \$28,542 per academic year. Effective: August 16, 2000.

400.3. FY2000-2001 Educational Level Changes

A. Faculty

Lonnie Devin, from B+16 to M, \$1,000.
Darlene Gifford, from M+36 to M+48, \$1,000.
Susan Rhine, from B+16 to M, \$1,000.
Elizabeth Tate, from M+12 to M+24, \$1,000.

Board Action: Mrs. Kessler made a motion to approve the Personnel Report as recommended. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

AGENDA #15 – “Collective Bargaining” – The following action was taken:

#15-A. New Agreement Relative to Insurance Rate Increase: Mrs. Culver made a motion to authorize the Chief Executive Officer to enter into negotiations with the Illinois Eastern Community Colleges Education Association to draft an agreement that incorporates the changes in group major medical and dental insurance premiums. Mrs. Kessler seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

AGENDA #16 – “Litigation” – None.

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

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Dr. Fischer made a motion to adjourn. The motion was seconded by Miss Wolfe. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared that the “Ayes” have it, the motion is adopted, and the meeting adjourned at 9:25 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #2

Minutes of a special meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Conference Room at the District Office building, 233 East Chestnut Street, Olney, Illinois, on Wednesday, September 6, 2000.

Notice of Special Meeting: This special meeting was called by Mr. James W. Lane, Jr., Chairman of the Board of Trustees. Notice of the meeting was given at least 48 hours before the meeting, in writing, by mail service to each member of the Board and to news media having requested such notice. A copy of the notice was also posted at the main office of this community college district. The notice did specify the date, time and place of the meeting, and the purpose thereof.

Purpose: Purpose of this special meeting was to discuss applicants for the position of President at Frontier Community College.

1. Call to Order & Roll Call: The meeting was called to order at 7:00 p.m., by Mr. James W. Lane, Jr., Chairman. The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Mr. James W. Lane, Jr., Mrs. Beverly L. Turkal, Miss Marilyn J. Wolfe. Also present was Mr. Brent Engel, student trustee. Trustees absent: None. There being a quorum present, the Chairman declared the Board of Trustees to be in open, public session for the transaction of business.

Also present at this meeting, in addition to trustees: Mr. Terry L. Bruce, Chief Executive Officer/Chief Operating Officer; Mr. Harry Hillis, Jr., Board Secretary.

2. 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]. Mrs. Kessler made a motion to hold a closed meeting to consider the matters outlined by the CEO. Miss Wolfe 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: Mrs. Culver, Ms. Jameson. Trustees absent: None. The motion having received 5 yea votes and 2 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 7:02 p.m.

3. Closed Meeting Ended: Dr. Fischer made a motion to reconvene in open session. Mrs. Kessler seconded the motion. The Chair asked trustees in favor of the motion to say "Aye" and those opposed to say "No." The viva voce (by the voice) vote was taken and the Chair declared that the "Ayes" have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 8:35 p.m.

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

4. Adjournment: Dr. Fischer made a motion to adjourn. The motion was seconded by Miss Wolfe. The Chair asked trustees in favor of the motion to say "Aye" and those opposed to say "No." The viva voce (by the voice) vote was taken. The Chair declared that the "Ayes" have it, the motion is adopted, and the meeting adjourned at 8:36 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #3

A. Recognition of Visitors and Guests

B. IECCEA Representative

Agenda Item #4

Public Comment

Agenda Item #5

Reports

- A. Trustees**
- B. Presidents**
- C. George Woods**
- D. Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

A. Family Educational Rights and Privacy (500.11)

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: September 12, 2000
RE: Board Policy 500.11

The memo from Pam Schwartz outlines recommended changes to board policy to reflect changes in the Family Educational Rights and Privacy Act. The policy is submitted for first reading, and possible second reading and approval.

mn

MEMORANDUM

Date: September 13, 2000

To: Terry Bruce

From: Pamela Schwartz

RE: Board Policy 500.11

I am recommending the Board revise Board Policy 500.11 – Family Educational Rights and Privacy Act to reflect changes to the Act, which was amended August 6, 2000.

The changes are as follows:

- 1. Add email electronic address under Directory Information in the definition section B # 4-c.**
- 2. Move text regarding Directory Information from Section D, # 2 to section D, # 1-g.**
- 3. Additional language explaining how a student can restrict directory information has been added to g.**

Changes appear in red on enclosed copies.

The enclosed IECC Policy 500.11 (enclosure 1), IECC Directory Information Procedures (enclosure 2), IECC Directory of Information Restriction Notification form (enclosure 3), and IECC Notification of Rights (Enclosure 4), will be added to the Procedure manual. This will provide additional information to the student and families regarding the procedure to follow to ensure student privacy and confidentiality. The IECC Notification of Rights will be posted at each campus and published each semester in written form in campus student newsletters, and be accessible from the IECC Homepage.

Family Educational Rights and Privacy (500.11)

Date Adopted: December 13, 1994

A. Purpose

Illinois Eastern Community Colleges respects the rights of students and their educational records regarding privacy, confidentiality, inspection and review, amendment, and disclosure. The intent of this policy is to be in accord with the Act, CFR 34 Part 99, and other existing requirements and to ensure that every endeavor is made to keep the student's records confidential and out of the hands of those who would use them for other than legitimate purposes.

B. Definitions

1. *Act* means the Family Educational Rights and Privacy Act of 1974, as amended, enacted as section 438 of the General Education Provisions Act.
2. *Eligible student* means a student who has reached 18 years of age or is attending an institution for purposes of obtaining post-secondary education. When a student becomes an eligible student, the rights accorded to, and consent required of, parents under 34 CFR Part 99 transfer from the parents to the student.
3. *Eligible parent* means either parent of a student less than 18 years of age who is attending Illinois Eastern for purposes other than obtaining post-secondary education, unless the institution has been provided with evidence that there is a court order, State statute, or legally binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights.
4. *Directory information* means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy, if disclosed. It includes, but is not limited to, the student's:
 - a) name, date, and place of birth;
 - b) address and telephone number;
 - c) email electronic address
 - d) program area;
 - e) dates of attendance;
 - f) degrees earned and dates;
 - g) participation in sports programs;
 - h) weight, height and athletic accomplishments of members of athletic teams; and
 - i) most recent educational institution attended.

C. Rights of Students and Eligible Parents

1. **Annual Notification:** Each college shall give students or eligible parents annual notification by such means as are reasonably likely to inform them of their rights under this policy and of the right to file complaints with the US Department of Education.
2. **Inspection and Review of Education Records:** An eligible parent or student may inspect and review his/her education record by making written request to the college's Records Office. The college president or his/her designee will comply with this request within a reasonable period of time, but generally not to exceed seven working days, after the request has been made. Records requested and approved for release may be inspected at the college during normal office hours, Monday through Friday, except on designated holidays or otherwise posted at the college. A form for providing this information is available from the college's Records Office. The request must be received in writing and include, at a minimum, the:

- a) name, address, social security number, and telephone number of person submitting the request for information;
 - b) description of the information requested;
 - c) an indication of whether the records are to be inspected at the college or mailed to the requestor and, if sent, whether or not copies are to be certified; and
 - d) date of the request and when a response is required.
3. Cost of Copies of Records: The student has the right to a response from the college as well as the right to obtain copies of these records, except transcripts, at a cost of 25 cents per page plus postage. The cost per transcript is specified in the college catalog. Except as limited under CFR 34 Part 99.12, the college may not deny access to education records without providing a description of the circumstances in which the college feels it has a legitimate cause to deny request for a copy of such records. Circumstances under which the college feels it has a legitimate cause to deny requests for a copy of such records includes, but is not limited to, students owing fees or having other indebtedness to the college.

4. Types and Location of Records:

TYPES OF RECORDS	LOCATION OF RECORDS
Transcripts	Student Services
Matriculation	Student Services
Occupational Credentials	Student Services
Financial Aid	Student Services
Directory Information	Student Services

5. Officials Responsible for Records

<p>Frontier Community College Coord. Registration & Records 2 Frontier Drive Fairfield, IL 62837 Telephone (618) 842-3711</p>	<p>Lincoln Trail College Director of Admissions 11220 State Highway 1 Robinson, IL 62454 Telephone (618) 544-8657</p>
<p>Olney Central College Asst. Dean for Student Services 305 North West Street Olney, IL 62450 Telephone (618) 395-7777</p>	<p>Wabash Valley College Asst. Dean for Student Services 2200 College Drive Mt. Carmel, IL 62863 Telephone (618) 262-8641</p>
<p>Wabash Valley College Industrial Technology Dir. Admissions & Financial Aid c/o John A. Logan College Route 2 Carterville, IL 62918 Telephone (618) 985-3741, Ext. 378</p>	

D. Release of Information

- 1. Illinois Eastern will not disclose personally identifiable information from the education records of a student without prior written consent of the student except:
 - a) to other school officials, including teachers and administrative personnel within Illinois Eastern, or to other educational agencies who can be determined by Illinois Eastern to have legitimate educational interests in such records;
 - b) to officials of another school or school system in which the student seeks or intends to enroll;

- c) in connection with financial aid for which a student has applied or which a student has received, provided, that personally identifiable information from the education records of the student may be disclosed for such purposes as:
 - 1) to determine the eligibility of the student for financial aid,
 - 2) to determine the amount of financial aid,
 - 3) to determine the conditions which will be imposed regarding the financial aid, or
 - 4) to enforce the terms or conditions of the financial aid;
- d) to eligible parents of a student, as defined in CFR 34 Part 99;
- e) to appropriate parties in health or safety emergencies; and
- f) to other parties, agencies, and persons as designated by CFR 34 Part 99.
- g) Directory information may be released from a student's education record without the prior written consent of the student or eligible parent under one or more of the conditions described in CFR 34 Part 99.31(a)(1), the college may release directory information to appropriate Illinois Eastern employees and to other educational agencies which can be determined by Illinois Eastern to have a legitimate educational interest in such records. Students wishing to restrict release of Directory Information must file the Directory Information Restriction Notification Form with Student Records annually.

~~2. ——— Directory information may be released from a student's education record without the prior written consent of the student or eligible parent under one or more of the conditions described in CFR 34 Part 99.31(a)(1), the college may release directory information to appropriate Illinois Eastern employees and to other educational agencies which can be determined by Illinois Eastern to have a legitimate educational interest in such records.~~

2. The college will not release any student information to anyone other than the student or eligible parent without the prior signed and dated written consent of the student or eligible parent, as specified in 34 CFR Part 99.30(2), except under one or more of the conditions as described in 34 CFR Part 99.31. The college will maintain a record of disclosures as required by 34 CFR Part 99.32 and a student or eligible parent may inspect and review that record.

E. Correction of Records

The student or eligible parent, who believes that information contained in the student's education record is inaccurate, misleading, or violates the privacy or other rights of the student, may request amendment of the student's education records under CFR 34 Part 99.20, by applying in writing to the college's Records Office. The college shall decide whether to amend the records of the student in accordance with the request within ten working days from the receipt of the request. If the college decides to refuse to amend the education record of the student in accordance with the request, it shall inform the student or eligible parent of the refusal and advise the student or eligible parent of the right to a hearing. The student or eligible parent has the right to add a statement to the student's record.

F. Dissemination

All employees will be given a copy of this policy. Students and eligible parents will be made aware of this policy through freshman orientation, college catalogs, bulletin boards, and in "handouts" distributed by the college's Records Office. A copy of this policy will be made available on request to any student or eligible parent.

IECC Directory Information Procedure

In accordance with the Illinois Eastern Community Colleges Board Policy 500.11, Family Educational Rights and Privacy Act, the following Directory information is considered to be public in nature and will be released at any time upon request without prior approval from the student. Notice is therefore given that directory information listed below with respect to each student enrolled at IECC will be available to any person unless the student files the **Directory Information Restriction Notification** with the Student Records Department at the primary college of attendance, to restrict release of student information to external sources.

IECC has designated as "**directory information**" the following student information:

- Student name
- Student local/home address and telephone number
- Electronic email address
- Date of birth
- Current term hours carried
- Major field of study
- Classification (freshman, sophomore, continuing)
- Academic unit
- Dates of attendance
- Degrees and honors earned and dates
- Most recent previous education agency or institution attended prior to IECC
- Participation in officially recognized activity or sport and weight, height and pictures of members of athletic teams.
- Picture

Students who elect to restrict the release of student information must complete the Directory Information Restriction Notification form, and file it with the Student Records Department at the primary college of attendance.

This request will be valid for one academic year, and must be renewed annually during the first two weeks of fall semester.

Illinois Eastern Community Colleges
Directory Information Restriction Notification

Name (please print) _____
(First) (Middle) (Last)

Address _____

City _____ State _____ Zip _____

Social Security Number _____

Date of Birth (M/D/Y) _____

Phone (_____) _____

Primary College of Attendance (check one):

- Frontier Lincoln Trail Olney Central Wabash Valley

The following IECC Directory information will be restricted.

- Student name
- Student local/home address and telephone number
- Electronic email address
- Date of birth
- Current term hours carried
- Major field of study
- Classification (freshman, sophomore, continuing)
- Academic unit
- Dates of attendance
- Degrees and honors earned and dates
- Most recent previous education agency or institution attended prior to IECC
- Participation in officially recognized activity or sport and weight, height, and pictures of members of athletic teams
- Picture

This request will be in effect for the academic year in which request was made, and must be renewed annually during the first two (2) weeks of each Fall semester.

Student Signature

Date

Student Records

Date entered in Banner

**Illinois Eastern Community Colleges
Notification of Rights under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the college receives a request for access. Students should submit to the *Student Records Department* written requests that identify the record(s) they wish to inspect. The college official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the college official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate or misleading. Students may ask the college to amend a record that they believe is inaccurate or misleading. They should write the *Student Records Department* responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by IECC in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom IECC has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, IECC discloses education records without consent to officials of another school in which a student seeks or intends to enroll. [NOTE: FERPA requires an institution to make a reasonable attempt to notify the student of the records request unless the institution states in its annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-4605**

5. Illinois Eastern Community Colleges has established the following Directory information is considered to be public in nature and will be released at any time upon request without prior approval from the student. Notice is therefore given that directory information listed below with respect to each student enrolled at IECC will be available to any person unless the student files the **Directory Information Restriction Notification** with the Student Records Department at the primary college of attendance, to restrict release of student information to external sources.

IECC has designated as "**directory information**" the following student information:

- Student name
- Student local/home address and telephone number
- Electronic email address
- Date of birth
- Current term hours carried
- Major field of study
- Classification (freshman, sophomore, continuing)
- Academic unit
- Dates of attendance
- Degrees and honors earned and dates
- Most recent previous education agency or institution
attended prior to IECC
- Participation in officially recognized activity or sport
and weight, height and pictures of members of
athletic teams.
- Picture

Students who elect to restrict the release of student information must complete the Directory Information Restriction Notification form, and file it with the Student Records Department at the primary college of attendance.

This request will be valid for one academic year, and must be renewed annually during the first two weeks of fall semester.

Agenda Item #7

Policy Second Reading - None

Agenda Item #8

Staff Recommendations for Approval

- A. Marathon Ashland Petroleum Settlement Agreement
- B. Audit – Board Action
- C. 2000 Estimated Tax Levy Resolution
- D. Certificate of Compliance with the Truth in Taxation Law
- E. Certification of Tax Levy for FY2002
- F. Frontier Community College Learning Resource Center
- G. Cooperative Education Agreement with John A. Logan

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: September 12, 2000
RE: Marathon Refinery Assessment Settlement

I have sent to you under separate cover two documents, which will be presented to the Board for approval on September 19.

As agreed between all taxing bodies in Crawford County, the Marathon Refinery will be assessed at \$65 million during the current tax year and at \$63 million for the next three years. In addition, Marathon has agreed to pay \$800,000 in the first year to compensate the various taxing bodies for lost revenue, the main portion of which will go to the school district. In the second year, \$85,000 will be paid to the school district for outstanding bonds.

The second document deals with distribution of the \$800,000 and the amounts to be distributed to each taxing body. By agreement, the distribution is to be according to each taxing body's share of the tax extension. Under this agreement, IECC will receive \$17,622.

I request your approval of the two documents.

mn

MEMORANDUM

TO: Board of Trustees

FROM: Terry Bruce

SUBJECT: FY2000 Audit

DATE: September 13, 2000

The Board Audit Committee consisting of Shirley Kessler and Marilyn Wolfe met with the auditors on September 6. A copy of the FY2000 audit will be provided to you at the Board meeting.

I request your approval of the FY2000 audit.

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
SUBJECT: 2000 Estimated Tax Levy Resolution
DATE: September 7, 2000

Mr. Chairman, it is necessary at this time to approve the following tax levy resolution for FY2002.

In addition to the Education and Building Fund, our certificate of tax levy will carry the statement that an additional levy must be made by each County Clerk for each of the outstanding bond issues, tort liability, worker's compensation, audit, employment and other insurance.

The tax rate for FY2002 is estimated at 42 cents per \$100 in equalized assessed valuation. However, it should be emphasized that this is an estimate only.

TB/cr

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2000**

WHEREAS, the Truth in Taxation Law requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 1999 was:

Education Purposes	<u>\$1,729,808</u>
Operations and Maintenance Purposes	<u>741,345</u>
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	<u>435,909</u>
Audit	<u>20,758</u>
Other	<u>0</u>
Total	<u>\$2,927,820</u>

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2000 is as follows:

Education Purposes	<u>\$1,837,500</u>
Operations and Maintenance Purposes	<u>787,500</u>
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	<u>320,000</u>
Audit	<u>35,000</u>
Other	<u>0</u>
Total	<u>\$2,980,000</u>

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Illinois Eastern Community Colleges District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, as follows:

Section 1: The aggregate amount of taxes estimated to be levied for the year 2000 is \$3,869,575.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2000 does not exceed 105% of the taxes extended by the district in the year 1999.

Section 3: In light of Section 2 above, the provisions of sections 18-65 through 18-85 of the Truth in Taxation Law do not apply to the adoption of the 2000 aggregate levy, and the district is not required to publish notice of or conduct a hearing thereon.

Section 4: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this _____ day of _____, 2000.

BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGES
COUNTIES OF RICHLAND, CLARK, CLAY,
CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE, WABASH,
WAYNE AND WHITE
STATE OF ILLINOIS

By: _____
Chairman

ATTEST:

Secretary

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 7, 2000
SUBJECT: Certificate of Compliance with the Truth in Taxation Law

Mr. Chairman, the attached is a Certificate of Compliance with the Truth in Taxation Law which requires consideration by the Board of Trustees.

I recommend approval of the Certificate of Compliance with the Truth in Taxation Law.

TLB/aj

**CERTIFICATE OF COMPLIANCE WITH
THE TRUTH IN TAXATION LAW**

I, the undersigned, do hereby certify that I am Chairman of the Board of Trustees of Illinois Eastern Community Colleges, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois; and

I do further certify that the Board of Trustees of said district adopted a "Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2000", at a regularly convened meeting held on the 19th day of September, 2000, said date being at least twenty (20) days preceding the adoption of the aggregate tax levy of the district; and

I do further certify that the estimated amount of taxes necessary to be levied for the year 2000 and the aggregate levy of the district for 2000 as adopted, did not exceed 105% of the amount of taxes extended or estimated to be extended, exclusive of election costs and bond and interest costs, upon the levy of the district for 1999, such that the provisions of sections 18-65 through 18-85 of the Truth in Taxation Law were not applicable to the adoption of said 2000 aggregate levy.

CHAIRMAN
BOARD OF TRUSTEES

ILLINOIS EASTERN COMMUNITY COLLEGES

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

STATE OF ILLINOIS

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 7, 2000
SUBJECT: Certification of Tax Levy for FY2002

It is necessary at this time to certify IECC's tax levies for FY2002, beginning July 1, 2001 and ending June 30, 2002. This information and that of prior years is presented for comparison on the following page.

In addition to the education and building fund, this certificate of tax levy will carry the statement that an additional levy must be made by each County Clerk for the outstanding bond issue and tort liability, workmen's compensation, audit, unemployment, medicare and other insurance.

The tax rate for FY2002 is estimated at 42 cents per \$100 in equalized assessed valuation.

Mr. Chairman, I recommend that the tax levies as presented for fiscal year 2001-2002 be certified.

TLB/aj

Fiscal Year 2001-2002 Tax Levies

Agenda Item #8E

It is necessary at this time to certify our tax levies for FY2002, beginning July 1, 2001 and ending June 30, 2002. This information and that of prior years is best presented in columnar form. Prior year's data is submitted to assist in evaluating next year's levy.

<u>YEAR</u>	<u>EAV</u>	<u>EDUCATIONAL</u>	<u>BUILDING</u>	<u>TOTAL</u>	<u>TOTAL TAX RATE</u>	<u>OPERATING TAX .25 EXTENSION</u>	<u>% EXTENSION IS OF LEVY</u>
83-84	876,873,850	1,650,000	715,000	2,365,000	34.5	2,184,381	96
84-85	840,556,947	1,750,000	750,000	2,500,000	34.5	2,101,392	84
85-86	823,248,303	1,660,000	710,000	2,370,000	34.7	2,058,120	87
86-87	797,820,098	1,660,000	715,000	2,375,000	39.1	1,994,550	84
87-88	731,158,156	1,601,250	686,250	2,287,500	43.5	1,827,895	80
88-89	695,402,479	1,400,000	600,000	2,000,000	44.8	1,738,506	87
89-90	679,781,864	1,400,000	600,000	2,000,000	45.35	1,699,454	85
90-91	653,538,264	1,302,000	558,000	1,860,000	45.00	1,633,846	88
91-92	671,687,523	1,302,000	558,000	1,860,000	42.80	1,679,206	90
92-93	674,813,407	1,225,000	525,000	1,750,000	43.54	1,687,034	96
93-94	690,368,534	1,225,000	525,000	1,750,000	43.28	1,725,921	99
94-95	710,255,106	1,313,000	562,000	1,875,000	43.15	1,775,637	95
95-96	743,421,002	1,330,000	570,000	1,900,000	42.08	1,888,553	99
96-97	789,479,991	1,400,000	600,000	2,000,000	42.42	1,973,618	99
97-98	840,096,133	1,555,000	667,000	2,222,000	40.32	2,100,240	95
98-99	904,660,676	1,610,000	690,000	2,300,000	45.47	2,261,652	98
99-00	945,037,299	1,800,000	765,000	2,565,000	44.28	2,362,597	92
00-01	988,459,996	1,820,000	780,000	2,600,000	43.77	2,471,153	95
Recommended:							
01-02	1,050,000,000	1,837,500	787,500	2,625,000	42.00	2,625,000	

In addition to the Educational and Building Fund, our certificate tax levy will carry the statement that an additional levy must be made by each county clerk for each of the outstanding bond issues for insurance purposes:(tort liability, medicare, worker's compensation and unemployment) and for financial audit purposes. This is an estimated decrease in the overall tax rate. It is recommended that the tax levies as presented for FY01-02 be certified.

CERTIFICATE OF TAX LEVY

Community College District No. 529 County(ies) Richland, Clark, Clay, Crawford, Cumberland,
Edwards, Hamilton, Jasper, Lawrence, Wayne, Wabash & White

Community College District Name Illinois Eastern Community Colleges and State of Illinois

We hereby certify that we require:

the sum of \$ 1,837,500 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and

the sum of \$ 787,500 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and

the sum of \$ 0 to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and

the sum of \$ 200,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and

the sum of \$ 120,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and

the sum of \$ 35,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and

the sum of \$ 0 to be levied as a special tax for protection, health and safety purposes (110 ILCS 805/3-20.3.01), and

the sum of \$ 0 to be levied as a special tax for (specify) worker's compensation & unemployment purposes, on the taxable property of our community college district for the year 2000.

Signed this 19 day of September, 2000

Chairman of the Board
of Said Community College District

Secretary of the Board
of Said Community College District

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: September 12, 2000
RE: Frontier Community College Learning Resource Center

Marian Poggas will report on the Learning Resource Center project at the September 19 meeting. Construction time for the project will be approximately 12 to 14 months. The tentative schedule is:

December 1, 2000	Meeting at Capitol Development Board (CDB) office in Springfield
January 17, 2001	Pre-bid meeting, 10 a.m., FCC
February 1, 2001	Receive mechanical bids, 2 p.m., CDB office in Carbondale
February 8, 2001	Receive general bids, CDB office in Carbondale
April/May, 2002	Occupancy of building

mn

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: September 12, 2000
RE: Cooperative Education Agreement With John A. Logan College

John A. Logan College has requested the addition of two programs to the agreement, Cardiac Medical Sonography and Construction Management.

I request approval of the updated Cooperative Education Agreement.

mn

A JOINT AGREEMENT FOR EDUCATION COOPERATION
Between
ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
And
JOHN A. LOGAN COLLEGE, DISTRICT #530

This agreement is made this ___ day of _____, 2000 and entered into between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, and JOHN A. LOGAN COLLEGE, DISTRICT #530, for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

PURPOSE

It is the desire of the Districts entering into this agreement to expand educational services to the greatest number of students. The parties believe this agreement should be one of the means of implementing the State of Illinois Master Plan – Phase III in accomplishing a viable method of cooperation between the Parties involved in the agreement.

INSTITUTIONAL IDENTIFICATION

For the purposes of this agreement, the College district sending the students to another college will be referred to as the “Sending District”, and the college receiving students from another district will be referred to as the “Receiving District”.

EDUCATIONAL PROGRAMS

ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529 agrees to accept students from JOHN A. LOGAN COLLEGE, DISTRICT #530, in the following programs:

Agricultural Technology/Production	AAS Degree
Radio-TV Broadcasting	AAS Degree
Radiography	AAS Degree
Telecommunications Technology	AAS Degree/Certificate
Woodworking Technology	AAS Degree

JOHN A. LOGAN COLLEGE, DISTRICT #530 agrees to accept students from ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, in the following programs:

Cardiac Medical Sonography	Certificate
Construction Management Technology	AAS

STUDENT ENROLLMENT AND RESPONSIBILITY

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

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

RECEIVING DISTRICT'S RESPONSIBILITIES

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

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

The Receiving District shall, at the end of each term, provide the Sending District with a listing of the Sending District's students and the number of hours they were enrolled during the preceding term.

V. FINANCE

The Receiving District shall claim apportionment (excluding equalization), DAVTE reimbursement and other state and any other federal reimbursement normally received for a student of its district. The Sending District will claim equalization, if appropriate. The Sending District will not pay charge-back to the Receiving College for any programs contained in this agreement.

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

VI. PUBLICITY AND CATALOG

The Sending College will list the educational programs of the Receiving College, which are included in this agreement, in its catalog and other informational brochures. Recruitment will be a coordinated effort with prior arrangements being made.

VII. AMENDMENTS TO AGREEMENT

This agreement will be reviewed as needed to make any revisions, additions or deletion of program or changes within a program.

VIII. TERMINATION

This agreement shall be terminated at any time by either ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, or JOHN A. LOGAN COLLEGE, DISTRICT #530. In the event of such termination, students who have entered the educational programs covered under this agreement shall be allowed to complete said program.

The following commit the aforementioned agencies to this joint agreement:

ILLINOIS EASTERN COMMUNITY
COLLEGES District #529

JOHN A. LOGAN COLLEGE
District #530

Chief Executive Officer Date

President Date

Chairman, Board of Trustees Date

Chairman, Board of Trustees Date

Secretary, Board of Trustees Date

Secretary, Board of Trustees Date

Illinois Eastern Community Colleges and John A. Logan College do not discriminate on the basis of race, color, religion, gender, age, disability, or national origin.

Agenda Item #9

Bid Committee Report - None

Agenda Item #10

District Finance

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

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001

(With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Governmental Fund Types

GENERAL FUNDS	GRANTS	AUDIT	LPS	BOND AND INTEREST	OBM RESTRICTED
ASSETS and OTHER DEBITS:					
ASSETS:					
CASH	936,652	-97,821	166,082	6,108	139,672
IMPREST FUND	1,000	--	--	--	--
CHECK CLEARING	2,000	--	--	--	--
INVESTMENTS	3,250,000	300,000	150,000	125,000	1,600,000
RECEIVABLES	2,328,306	350,899	--	--	--
ACCRUED REVENUE	--	--	--	--	--
INTERFUND RECEIVABLES	-8,715	--	--	--	1,291
TOTAL ASSETS AND OTHER DEBITS:	6,509,243	553,078	316,082	131,108	1,740,963
Liabilities, equity and other credits					
LIABILITIES:					
PAYROLL DEDUCTIONS PAYABLE	25,453	--	--	--	--
CURRENT OBLIGATIONS PAYABLE	30,388	--	--	--	--
ACCOUNTS PAYABLE	--	-8	--	--	--
ACCRUED EXPENSE	--	--	--	--	--
INTERFUND PAYABLES	--	--	--	--	--
DEFERRED REVENUE	--	--	--	--	--
OTHER LIABILITIES	42,841	-8,715	--	--	--
TOTAL LIABILITIES:	98,682	-8,723	--	--	--
EQUITY AND OTHER CREDITS:					
Fund Balances:					
FUND BALANCE	-2,782,663	-1,081,788	286,380	131,108	1,737,482
RESERVE FOR ENCUMBRANCES	9,193,224	1,643,590	29,702	--	3,481
TOTAL EQUITY AND OTHER CREDITS:	6,410,561	561,802	316,082	131,108	1,740,963
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	6,509,243	553,078	316,082	131,108	1,740,963

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001

(With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2001	Prior Year 2000
<u>ASSETS and OTHER DEBITS:</u>		
<u>ASSETS:</u>		
CASH	1,156,379	1,960,679
IMPREST FUND	1,000	1,100
CHECK CLEARING	2,000	2,000
INVESTMENTS	5,425,000	3,432,000
RECEIVABLES	2,679,205	2,747,149
ACCRUED REVENUE		
INTERFUND RECEIVABLES	-7,424	627
	<u>9,256,160</u>	<u>8,143,555</u>
<u>TOTAL ASSETS AND OTHER DEBITS:</u>		
Liabilities, equity and other credits		
<u>LIABILITIES:</u>		
PAYROLL DEDUCTIONS PAYABLE	25,453	75,300
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	30,380	78,218
ACCRUED EXPENSE		627
INTERFUND PAYABLES		
DEFERRED REVENUE	34,126	38,631
OTHER LIABILITIES		
	<u>89,959</u>	<u>217,562</u>
<u>TOTAL LIABILITIES:</u>		
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	-1,703,795	-2,992,965
RESERVE FOR ENCUMBRANCES	10,869,996	10,918,958
	<u>9,166,201</u>	<u>7,925,993</u>
<u>TOTAL EQUITY AND OTHER CREDITS:</u>		
	<u>9,256,160</u>	<u>8,143,555</u>
<u>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</u>		
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ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2001

(With comparative totals for June 30, 2000)
 (amounts expressed in dollars)

Memorandum Only

	Current Year 2001	Prior Year 2000
CASH	1,508,680	2,924,400
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	9,015,000	6,440,000
RECEIVABLES	2,758,357	2,820,364
ACCRUED REVENUE	-7,424	627
INTERFUND RECEIVABLES	379,712	371,248
INVENTORY		
TOTAL ASSETS AND OTHER DEBITS:	13,677,825	12,580,239

ASSETS and OTHER DEBITS:

ASSETS:

CASH	1,508,680	2,924,400
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	9,015,000	6,440,000
RECEIVABLES	2,758,357	2,820,364
ACCRUED REVENUE	-7,424	627
INTERFUND RECEIVABLES	379,712	371,248
INVENTORY		

TOTAL ASSETS AND OTHER DEBITS:

Liabilities, equity and other credits

LIABILITIES:

PAYROLL DEDUCTIONS PAYABLE	25,453	75,300
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	19,117	63,471
ACCRUED EXPENSE		
INTERFUND PAYABLES	139,950	140,577
DEFERRED REVENUE		
OTHER LIABILITIES	34,126	38,631
TOTAL LIABILITIES:	218,646	342,765

EQUITY AND OTHER CREDITS:

INVESTMENT IN PLANT	1,205,431	1,333,763
PR YR BDGTD CHANGE TO FUND BALANCE	749,183	635,128
Fund Balances:		
FUND BALANCE	618,149	-679,083
RESERVE FOR ENCUMBRANCES	10,886,416	10,947,667
TOTAL EQUITY AND OTHER CREDITS:	13,459,179	12,237,475

TOTAL EQUITY AND OTHER CREDITS:

TOTAL LIABILITIES,
EQUITY AND OTHER CREDITS:

13,677,825	12,580,239
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ILLINOIS EASTERN COMMUNITY COL
Statement of Rev, Exp, Other
Revenues, Expenditures, Other Changes

AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

GENERAL FUNDS

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
LOCAL GOVT SOURCES	2,460,000.00	243,564.14	-2,216,435.86	-90.099
STATE GOVT SOURCES	12,158,156.00	2,981,503.68	-9,176,652.32	-75.477
STUDENT TUITION & FEES	6,550,094.00	2,841,620.68	-3,708,473.32	-56.617
SALES & SERVICE FEES	.00	12,799.00	12,799.00	#####
FACILITIES REVENUE	30,000.00	5,840.50	-24,159.50	-80.532
INVESTMENT REVENUE	50,000.00	17,216.87	-32,783.13	-65.566
OTHER REVENUES	110,750.00	58,411.82	-52,338.18	-47.258
DUMY	.00	.00	.00	.000
TOTAL REVENUES:	21,359,000.00	6,160,956.69	-15,198,043.31	-71.155
EXPENDITURES:				
INSTRUCTION	8,633,631.31	1,117,969.65	-7,515,661.66	-87.051
ACADEMIC SUPPORT	524,632.50	89,079.90	-435,552.60	-83.021
STUDENT SERVICES	967,303.50	164,891.29	-802,412.21	-82.954
PUBLIC SERV/CONT ED	64,083.00	7,566.25	-56,516.75	-88.193
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,456,286.00	403,638.18	-2,052,647.82	-83.567
INSTITUTIONAL SUPPORT	5,343,895.69	799,356.90	-4,544,538.79	-85.042
SCH/STUDENT GRNT/WAIVERS	3,365,000.00	364,339.23	-3,000,660.77	-89.173
TOTAL EXPENDITURES:	21,354,832.00	2,946,841.40	-18,407,990.60	-86.201
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	678,657.00	798,657.00	120,000.00	17.682
TOTAL TRANSFERS AMONG FUNDS:	678,657.00	798,657.00	120,000.00	17.682
NET INCREASE/DECREASE IN NET ASSETS	-674,489.00	2,415,458.29	3,089,947.29	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev, Exp, Other
Revenues, Expenditures, Other Changes
AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

OBM RESTRICTED

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
LOCAL GOVT SOURCES	983.00	.00	-983.00	-100.000
STATE GOVT SOURCES	1,540,827.00	157,527.00	-1,383,300.00	-89.776
INVESTMENT REVENUE	.00	17,264.36	17,264.36	#####
TOTAL REVENUES:	1,541,810.00	174,791.36	-1,367,018.64	-88.663
EXPENDITURES:				
OPER & MAINT PLANT	1,448,362.00	-15,548.30	-1,463,910.30	#####
INSTITUTIONAL SUPPORT	1,704,850.00	10,087.50	-1,694,762.50	-99.408
TOTAL EXPENDITURES:	3,153,212.00	-5,460.80	-3,158,672.80	#####
NET INCREASE/DECREASE IN NET ASSETS	-1,611,402.00	180,252.16	1,791,654.16	#####

ILLINOIS EASTERN COMMUNITY COL
 Statement of Rev, Exp, Other
 Revenues, Expenditures, Other Changes
 AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

BOND AND INTEREST

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
LOCAL GOVT SOURCES	1,398,410.00	131,108.13	-1,267,301.87	-90.624
TOTAL REVENUES:	1,398,410.00	131,108.13	-1,267,301.87	-90.624
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,398,410.00	.00	-1,398,410.00	-100.000
TOTAL EXPENDITURES:	1,398,410.00	.00	-1,398,410.00	-100.000
NET INCREASE/DECREASE IN NET ASSETS	.00	131,108.13	131,108.13	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev, Exp, Other
Revenues, Expenditures, Other Changes
AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

AUXILIARY FUNDS

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
STUDENT TUITION & FEES	563,435.00	50,646.63	-512,788.37	-91.011
SALES & SERVICE FEES	2,954,307.00	393,989.32	-2,560,317.68	-86.664
FACILITIES REVENUE	1,800.00	70.00	-1,730.00	-96.111
INVESTMENT REVENUE	.00	11,574.33	11,574.33	#####
OTHER REVENUES	550,350.00	1,371.62	-548,978.38	-99.751
TOTAL REVENUES:	4,069,892.00	457,651.90	-3,612,240.10	-88.755
AUXILIARY ENTERPRISES:				
SALARIES	1,286,417.00	131,083.85	-1,155,333.15	-89.810
EMPLOYEE BENEFITS	81,149.00	9,207.39	-71,941.61	-88.654
CONTRACTUAL SERVICES	332,708.00	8,802.39	-323,905.61	-97.354
GEN. MATERIAL & SUPPLIES	2,464,204.00	293,727.25	-2,170,476.75	-88.080
CONF/TRAVEL MEETING EXPENSE	502,637.00	21,981.53	-480,655.47	-95.627
FIXED CHARGES	57,562.00	6,894.91	-50,667.09	-88.022
UTILITIES	23,364.00	1,748.20	-21,615.80	-92.518
CAPITAL OUTLAY	391,790.00	19,701.20	-372,088.80	-94.971
INTERFUND TRANSFERS	798,657.00	-798,657.00	-1,597,314.00	#####
OTHER EXPENDITURES	164,106.00	13,979.33	-150,126.67	-91.482
TOTAL AUXILIARY ENTERPRISES:	6,102,594.00	-291,530.95	-6,394,124.95	#####
NET INCREASE/DECREASE IN NET ASSETS	-2,032,702.00	749,182.85	2,781,884.85	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev, Exp, Other
Revenues, Expenditures, Other Changes
AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

WORKING CASH

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
INVESTMENT REVENUE	120,000.00	10,036.61	-109,963.39	-91.636
TOTAL REVENUES:	120,000.00	10,036.61	-109,963.39	-91.636
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-120,000.00	.00	120,000.00	100.000
TOTAL TRANSFERS AMONG FUNDS:	-120,000.00	.00	120,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	240,000.00	10,036.61	-229,963.39	-95.818

ILLINOIS EASTERN COMMUNITY COL
 Statement of Rev, Exp, Other
 Revenues, Expenditures, Other Changes
 AS OF 31-AUG-2000
 Percentage of time remaining through the Budget: 83.014

AUDIT

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
LOCAL GOVT SOURCES	20,000.00	1,926.88	-18,073.12	-90.366
INVESTMENT REVENUE	.00	16.18	16.18	#####
TOTAL REVENUES:	20,000.00	1,943.06	-18,056.94	-90.285
EXPENDITURES:				
INSTITUTIONAL SUPPORT	23,188.00	1,744.73	-21,443.27	-92.476
TOTAL EXPENDITURES:	23,188.00	1,744.73	-21,443.27	-92.476
NET INCREASE/DECREASE IN NET ASSETS	-3,188.00	198.33	3,386.33	#####

ILLINOIS EASTERN COMMUNITY COL
 Statement of Rev, Exp, Other
 Revenues, Expenditures, Other Changes
 AS OF 31-AUG-2000

Percentage of time remaining through the Budget: 83.014

LPS

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
REVENUES:				
LOCAL GOVT SOURCES	435,000.00	40,878.20	-394,121.80	-90.603
INVESTMENT REVENUE	.00	3,815.99	3,815.99	#####
TOTAL REVENUES:	435,000.00	44,694.19	-390,305.81	-89.725
EXPENDITURES:				
INSTITUTIONAL SUPPORT	834,605.00	128,217.93	-706,387.07	-84.637
TOTAL EXPENDITURES:	834,605.00	128,217.93	-706,387.07	-84.637
NET INCREASE/DECREASE IN NET ASSETS	-399,605.00	-83,523.74	316,081.26	79.098

Agenda Item #11

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Agenda Item #12

Executive Session

Agenda Item #13

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #14

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: September 12, 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. President Contracts**
- 400.3. FY00-01 Special Assignment**
- 400.4. Family Medical Leave Act**
- 400.5. FY00-01 Educational Level Changes**
- 400.6. Resignations**
- 400.7. Retirements**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Administrative

1. Stacey Vinson: Initial full-time employment as Director of Public Information & Marketing at Frontier Community College. Amount: Based upon \$27,563 per fiscal year. Effective: September 20, 2000.
Code: 014-8106F-1101-804

B. Faculty

1. Amy Carie: Initial full-time employment as Food Service Technology Instructor position for the LTC Educational Program at the Robinson Correctional Center. Amount: Based upon \$26,500 per fiscal year. Effective: October 2, 2000. The position is contingent upon continued funding from the Department of Corrections.
Code: 65512L-5512L-1301-F02

400.2. President Contracts

400.3. FY00-01 Special Assignment

Wabash Valley College – Academic

**Recommended
FY00-01**

- | | | | |
|----|------------------|--------------------------------|-------|
| 1. | Clint Weisgerber | Lead Inst – Manufacturing Inst | \$450 |
|----|------------------|--------------------------------|-------|

400.4. Family Medical Leave Act

1. Suzanne Brooks, Family Medical Leave Act effective September 18, 2000, through October 6, 2000. The requested leave will be unpaid.

400.5. FY00-01 Educational Level Changes

A. Faculty

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>2000-01 Salary</u>
Lisa Benson	M+36	M+48	\$1,000	\$43,163
Larry Hoeszle	M+24	M+36	\$1,000	\$51,944
Wayne Morris	B+16	M	\$1,000	\$36,270
Matt Swinford	M	M+24	\$2,000	\$33,995

400.6. Resignations

- A. Professional/Non-Faculty
 - 1. Aimee Arthur, Youthful Offender Counselor, Robinson Correctional Center, effective August 31, 2000.
 - 2. Tony Kestranek, Fitness Center Coordinator, Lincoln Trail College, effective September 7, 2000.
 - 3. Joe Wilkerson, Director of Business and Industry Training, District Office, effective September 7, 2000.

- B. Classified
 - 1. Stephanie Harrison, College Academic Advisor, Educational Talent Search, District Office, effective September 8, 2000.
 - 2. Ruth Ward, Office Assistant, Workforce Education Program, effective August 7, 2000.

400.7. Retirements

- A. Faculty
 - 1. Peggy Geurin, Speech Instructor, effective December 19, 2000.
 - 2. Lovell Vallette, Nursing Instructor, effective December 31, 2000.

Agenda Item #15

Agenda Item #15

Collective Bargaining Report

Agenda Item #16

Agenda Item #16

Litigation

Agenda Item #17

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

**Agenda Item #18
Other Items**

Agenda Item #19

Agenda Item #19

Adjournment