

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

September 15, 2015



Location:

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

**Dinner – 6:00 p.m. – Banquet Room
Meeting – 7:00 p.m. – Banquet Room**

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

September 15, 2015

7:00 p.m.

**Olney Central College
Banquet Room**

1. Call to Order & Roll Call Chairman Fischer
2. Disposition of Minutes CEO Bruce
3. Budget Hearing Fischer
4. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECEA Representative
5. Public Comment
6. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
7. Policy First Reading (and Possible Approval) Bruce
 - A. 100.1 Adopting or Changing Policies
 - 100.2 Legal Basis
 - 100.3 Meetings and Minutes
 - 100.4 Student Board Member
 - 100.7 Prevailing Wage Law
 - 100.8 EEO/Affirmative Action Policy
 - 100.11 Bloodborne Pathogens Policy
 - 100.14 Board of Trustees Mailing
 - 100.16 Policy to Address a Complaint
8. Policy Second Reading Bruce
 - A. None
9. Staff Recommendations for Approval
 - A. IECC 2015 Fact Book Cantwell
 - B. Articulation Agreement with SIU-C Psychology Program Cantwell
 - C. FY2016 Budget Browning
 - D. FY2015 Audit Browning
 - E. Level 2 Employee Health Insurance Bruce
 - F. Sale of Lot at Frontier Bruce
 - G. Enterprise Zone – City of Flora Bruce

- H. Expansion of Enterprise Zone – City of Robinson..... Bruce
- I. Affiliation Agreement with Edwards County Health Dept..... Bruce
- 10. Bid Committee Report..... Bruce
 - A. None
- 11. District Finance
 - A. Financial Report Browning
 - B. Approval of Financial Obligations Browning
- 12. Chief Executive Officer’s Report Bruce
- 13. Executive Session Bruce
- 14. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes..... Bruce
 - B. Audio Executive Session Minutes Bruce
- 15. Approval of Personnel Report Bruce
- 16. Collective Bargaining Bruce
- 17. Litigation Bruce
- 18. Other Items
- 19. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, August 18, 2015.

AGENDA #1 – “Call to Order & Roll Call” – Chairman G. Andrew Fischer called the meeting to order at 7:00 p.m. and directed the Secretary to call the roll.

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:

John D. Brooks, Gary Carter, Michael K. Correll, Brenda K. Culver, G. Andrew Fischer, Alan Henager, Marilyn J. Wolfe. Also present was Drew Halter, student trustee. Trustees absent: none. There being a quorum present, the Chair 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:

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

Jay Edgren, President of Frontier Community College

Matt Fowler, President of Wabash Valley College.

Kathy Harris, Interim President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Roger Browning, Chief Finance Officer/Treasurer.

Tara Buerster, Director of Human Resources.

Chris Cantwell, Dean, Academic & Student Support Services/Chief Academic Officer.

Alex Cline, Director of Information & Communications Technology.

LeAnn Hartleroad, Associate Dean, Institutional Development.

Renee Smith, Executive Assistant to CEO/Secretary to the Board.

Michael Thomas, Dean of Workforce Education.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, July 21, 2015 were presented for disposition.

Board Action to Approve Minutes: Trustee Michael Correll made a motion to approve minutes of the foregoing meeting as prepared. Trustee Gary Carter seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

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

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

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Written and electronic reports were presented from each of the colleges. LTC President Kathy Harris demonstrated the new emergency alert system recently installed at LTC. OCC President Rodney Raney reviewed the Enrollment Management Plan.

#5-C. 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. Agreement with Palmer College of Chiropractic: An updated agreement received from Palmer College of Chiropractic was presented. This agreement clarifies and sets forth the essential terms between IECC and Palmer relating to curriculum requirements to be satisfied for any IECC student desiring to proceed to Palmer College of Chiropractic. The CEO recommended approval of the curriculum agreement between IECC and Palmer College of Chiropractic.

Board Action: Trustee Brenda Culver made a motion to approve the agreement with Palmer College of Chiropractic. Trustee Al Henager seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Emergency Response Plans: The colleges have developed Emergency Response Plans for 2015 that will replace the current Campus Emergency Plans. These Emergency Response Plans are compliant with both the Illinois Emergency Management Agency Act and the National Incident Management System (NIMS). They will be used as a guideline in conjunction with IECC policies, the Violence Prevention Plan, and established emergency procedures. These plans are used for managing major emergencies and incidents that threaten the health, safety and welfare of the campus community or disrupt its programs, activities or infrastructure. The IECC colleges must test their emergency response and evaluation procedures annually.

The CEO recommended approval of the Emergency Response Plans as outlined.

Board Action: Trustee Michael Correll made a motion to approve the Emergency Response Plans as recommended. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Truck Driving Program Grant Resolution: IECC previously made application for a grant funded through the Economic Development Administration. If awarded, the Regional Logistics Training Program Project grant would be utilized at IECC's West Richland Center in collaboration with Wabash Valley College. Specifically, funding has been requested to support the purchase of a new semi-tractor and a classroom simulator. The Project requires an IECC match for the grant. The total project cost is \$285,000 and IECC's portion would be \$142,500. A requirement of the grant application is a resolution of support and commitment of funds by IECC.

The CEO recommended approval of the following Truck Driving Program Grant Resolution.

**Illinois Eastern Community College District #529
Resolution of Support and Commitment of Funds**

Whereas, Illinois Eastern Community College District #529 (IECC) is applying to the United States Economic Development Administration (EDA) for the Regional Logistics Training Program Project Grant to support the Truck Driving Program by purchasing a simulator and tractor that will expand truck driving to the West Richland Center in Noble, Illinois; and

Whereas, it is necessary that an application be made and agreements be entered into with the United States Economic Development Administration; and

Whereas, criteria for grants from the Economic Development Administration are such that financial participation by the grantee is required in conjunction with EDA grants,

**NOW THEREFORE, BE IT RESOLVED BY ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529, as follows:**

- 1) That Illinois Eastern Community College District #529 authorizes submission of the application to Economic Development Administration for funding for the Logistics Training Program Project Grant.
- 2) That Illinois Eastern Community College District #529 Board designates the CEO, Terry Bruce, as the authorized representative to execute such documents and all other documents necessary for the carrying out of said application.
- 3) That Illinois Eastern Community College District #529 does hereby commit matching funds up to the amount of \$142,500, in the purchase of the simulator and tractor, unencumbered for the project as outlined.

Passed by the Illinois Eastern Community College District #529 Board of Trustees on this 18th day of August, 2015.

IECC Board Chair

IECC Chief Executive Officer

Ayes: _____

Nays: _____

Absent: _____

Board Action: Trustee John Brooks made a motion to approve the Truck Driving Program Grant Resolution as recommended. Trustee Al Henager seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. FY2016 Tentative Budget: Prior Board action required that the tentative budget be made available to the public by August 7 and mailed to the Board of Trustees. The tentative budget will remain available for public inspection through the scheduled September 15 Budget Hearing and Board meeting. Publication of the budget's availability and notice of the Public Hearing on the Budget was made in district newspapers.

The fiscal year 2016 tentative budget was sent to the Board of Trustees under separate cover. The document represents the current and best judgment of the district administration relative to anticipated revenues for fiscal year 2016. It was based on information available at the time of publication. If new information becomes available, changes will be made to the final budget and those changes will be reviewed with the Board on September 15 prior to approval of a final budget.

The tentative budget projects revenue of \$32,670,510.00 and expenditures of \$32,200,613.00 in the District's operating funds.

As required by law, a Public Hearing on the Budget will be held on September 15, 2015 and following the hearing, a final budget will be presented to the Board for its approval.

The CEO recommended approval of the FY2016 tentative budget as presented.

Board Action: Trustee Gary Carter made a motion to approve the FY2016 tentative budget as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Miscellaneous Fee:

A new program uniform fee of \$125.00 per year has been requested for FCC's Automotive Technology Program.

The CEO recommended approval of the new program uniform fee of \$125.00 per year and effective Fall Semester 2015, for FCC's Automotive Technology Program.

Board Action: Trustee Gary Carter made a motion to approve a \$125.00 per year program uniform fee effective Fall Semester 2015, for FCC's Automotive Technology Program. Trustee Michael Correll seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. FCC Scoreboard Donation: An agreement was presented to allow Dr. Richard Kube of the Prairie Spine and Pain Institute the right of first refusal to donate a scoreboard to FCC should the college build a baseball field on the FCC campus within the next ten years, and exclusive advertising rights on such scoreboard for a period of 15 years after it is placed into service.

The CEO recommended approval of the following agreement between IECC and Dr. Richard Kube/The Prairie Spine and Pain Institute to donate a potential scoreboard for baseball for FCC.

AGREEMENT OF RIGHT OF FIRST REFUSAL

Illinois Eastern Community College District #529 (IECC) /Frontier Community College hereby grants Dr. Richard Kube and the Prairie Spine and Pain Institute of Peoria and Marion, Illinois the right of first refusal regarding the purchase and exclusive advertisement for a certain new scoreboard located at Frontier Community College, for a period of 10 years. This right of first refusal shall only apply if Frontier Community College builds a baseball field on the college's campus in Fairfield, Illinois for its baseball team. This agreement shall not be construed to place any obligation on behalf of Illinois Eastern Community College District #529/Frontier Community College to build a baseball field on campus for the Frontier Community College baseball team. Any such advertising would be for Dr. Kube and/or the Prairie Spine and Pain Institute only, and must be approved by the Frontier Community College president prior to being placed on the scoreboard. Further this exclusive advertising clause shall begin on the date the scoreboard is placed into service (the date of the first official home game), and shall expire fifteen years after such date.

DATED

RICHARD KUBE
PRAIRIE SPINE AND PAIN INSTITUTE

DATED

DR. G. ANDREW FISCHER, CHAIRMAN
ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529
BOARD OF TRUSTEES

Board Action: Trustee Gary Carter made a motion to approve the agreement between IECC and Dr. Richard Kube/Prairie Spine and Pain Institute to donate a potential scoreboard for baseball for FCC as recommended. Trustee Marilyn Wolfe seconded the motion and on a

recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G. Marathon Tax Assessment Tentative Agreement: The Crawford County taxing bodies met with representatives from Marathon on July 30. At that meeting a tentative 4-year agreement was reached with Marathon, which set the value of their two main parcels of property for the period 2015 – 2018.

Marathon has asked that all the taxing bodies provide a commitment from their respective Boards that the values assigned in this tentative agreement are acceptable. Some language will be revised with the final agreement. That will be done through our respective attorneys, and a final agreement will be brought back for Board approval.

The CEO recommended approval of the tentative tax assessment agreement with Marathon.

Board Action: Trustee Michael Correll made a motion to approve the tentative tax assessment agreement with Marathon as recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. Affiliation Agreement with Transcendent Healthcare – Associate Degree Nursing: IECC wishes to enter into a new affiliation agreement with Transcendent Healthcare, located in Owensville, Indiana. This affiliation agreement is for the Associate Degree in Nursing Program and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement for the Associate Degree Nursing Program with Transcendent Healthcare, Owensville, Indiana, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

Affiliation Agreement with Clay County Hospital - FCC's Emergency Response Training: IECC wishes to enter into a new affiliation agreement with Clay County Hospital, located in Flora, Illinois. This affiliation agreement is for the Emergency Response Training and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement with Clay County Hospital for the Emergency Response Program, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the

Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

Affiliation Agreement with Edwards County Ambulance - FCC's Emergency Response Training: IECC wishes to enter into a new affiliation agreement with Edwards County Ambulance, located in Albion, Illinois. This affiliation agreement is for the Emergency Response Training and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement with Edwards County Ambulance for the Emergency Response Program, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

Affiliation Agreement with Heartland Regional Medical Center - FCC's Emergency Response Training: IECC wishes to enter into a new affiliation agreement with Heartland Regional Medical Center, located in Marion, Illinois. This affiliation agreement is for the Emergency Response Training and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement with Heartland Regional Medical Center for the Emergency Response Program, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

Affiliation Agreement with Wabash General Hospital - FCC's Emergency Response Training: IECC wishes to enter into a new affiliation agreement with Wabash General Hospital, located in Mt. Carmel, Illinois. This affiliation agreement is for the Emergency Response Training and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement with Wabash General Hospital for the Emergency Response Program, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

Affiliation Agreement with Transcendent Healthcare – Associate Degree Nursing:

IECC wishes to enter into a new affiliation agreement with Transcendent Healthcare, located in Owensville, Indiana. This affiliation agreement is for the Associate Degree Nursing Program and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreement with Transcendent Healthcare for the Associate Degree Nursing Program, as recommended. Student Trustee Drew Halter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

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

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

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of July 31, 2015.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for August 2015, totaling \$1,297,546.38, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Marilyn Wolfe made a motion to approve payment of district financial obligations for August 2015, in the amounts listed, and payments from the revolving fund for July 2015. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Chief Executive Officer's Report” – CEO Terry L. Bruce presented an informational report on the following items.

1. HLC Approval
2. Faculty Development Day – August 14
3. Housing at FCC
4. Jasper County Tax Levy
5. Enrollment

Fall Term Reimbursable Headcount, Reimbursable Hours, and Reimbursable FTE as of Two Days Prior to Term, FY2014-FY2016 August 18, 2015									
	FY2014			FY2015			FY2016		
	August 13, 2013			August 19, 2014			August 18, 2015		
	Reimb Headcnt	Reimb Hours	Reimb FTE	Reimb Headcnt	Reimb Hours	Reimb FTE	Reimb Headcnt	Reimb Hours	Reimb FTE
IECC	4,160	34,856.50	2,323.77	4,466	35,474.00	2,364.93	5,012	35,742.50	2,382.83
FCC	671	4,009.50	267.30	668	4,044.00	269.60	790	4,481.50	298.77
LTC	736	7,586.50	505.77	739	7,837.00	522.47	734	7,788.00	519.20
OCC	1,070	10,434.50	695.63	988	10,064.50	670.97	986	9,990.00	666.00
WVC	648	8,125.50	541.70	747	8,299.00	553.27	734	7,894.00	526.27
AH	295	2,918.00	194.53	275	2,652.00	176.80	252	2,404.00	160.27
WED	740	1,782.50	118.83	1,049	2,577.50	171.83	1,516	3,185.00	212.33

Source: IECC Banner Reports: Complete FTE Report and Complete Headcount by College-Unduplicated Report

Comparing August 2014 to August 2015, IECC reimbursable headcount is up 12.23% while reimbursable FTE is up 0.76%.

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

AGENDA #13 – “Approval of Executive Session Minutes” –

#13-A. Written Executive Session Minutes: No executive session was held during the regular meeting, Tuesday, July 21, 2015.

#13-B. Audio Recordings of Executive Sessions: No executive session was held during the regular meeting, Tuesday, July 21, 2015.

AGENDA #14 – “Approval of Personnel Report” – Tara Buerster reviewed the following amended Personnel Report and the CEO recommended approval.

400.1. Employment of Personnel

A. Faculty

1. Aaron Lineberry, Full-time Temporary Chemistry Instructor, OCC, effective August 19, 2015, pending successful completion of background check

B. Classified

1. Michelle Hicks, Office Assistant, WVC, effective August 20, 2015

400.2. Change in Status

A. Professional Non-Faculty

1. Kalie Naas, Coordinator of Career Advisement, WVC, to Director of Learning Skills Center, WVC, effective September 1, 2015, contingent upon continued grant funding
2. Jessica Parrent, Coordinator of Human Services, FCC, to Coordinator of Transition Services, FCC, effective August 19, 2015, contingent upon continued grant funding

400.3. Special Assignment

A. Administrative

1. Anne Hustad, Interim Associate Dean of Allied Health, \$1,500/month, effective September 1, 2015

B. Athletics

1. Scott Sparks, Men and Women's Golf Coach, LTC, \$4,000 per fiscal year

400.4. FY 15-16 Educational Level Changes

Faculty

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Scott Balding	B+16	M	\$1,000
Pauletta Gullett	B+16	M	\$1,000
Carmen Jones	M+36	M+48	\$1,000
Ann Wolven	M+48	EdD	\$1,000

400.5. Approval of Proposed Non-College Employment

A. Faculty

<u>Name</u>	<u>Employer</u>	<u>Hours per Calendar Year</u>
Nixie Hnetkovsky	Edwards Co. High School	560

400.6. Memorandum of Agreement with IECEA

400.7. Resignation Ratification

A. Administrative

1. Tamara Fralicker, Associate Dean of Nursing/Allied Health, effective September 3, 2015

B. Faculty

1. Nicholas Wright, Chemistry Instructor, OCC, effective August 7, 2015

C. Professional Non-Faculty

1. Nicholas Shaner, Coordinator of Career Services, LTC, effective August 7, 2015

400.8. Retirement Ratification

A. Faculty

1. Judy Neikirk, Sociology/Social Services Instructor, WVC, effective December 31, 2015

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

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Other Items” – None.

AGENDA #18 – “Adjournment” – Trustee Al Henager made a motion to adjourn. Trustee Marilyn Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:55 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Budget Hearing

Agenda Item #4

Recognition of Visitors and Guests

A. Visitors and Guests

B. IECEA Representatives

Agenda Item #5

Public Comment

Agenda Item #6

Reports

- A. Trustees**
- B. Presidents**
- C. Cabinet**

Agenda Item #7

Policy First Reading (and Possible Approval)

Board Policy Revisions

- 100.1 Adopting or Changing Policies**
- 100.2 Legal Basis**
- 100.3 Meetings and Minutes**
- 100.4 Student Board Member**
- 100.7 Prevailing Wage Law**
- 100.8 EEO/Affirmative Action Policy**
- 100.11 Bloodborne Pathogens Policy**
- 100.14 Board of Trustees Mailing**
- 100.16 Policy to Address a Complaint**

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Revisions to Board Policy 100

As suggested by the HLC Peer Review Team, the administration has started a formal review of the Policy manual. The administration has begun by reviewing Board Policy section 100: Board of Trustees. For your review and approval are revisions to the following policies:

- 100.1 Adopting or Changing Policies
- 100.2 Legal Basis
- 100.3 Meetings and Minutes
- 100.4 Student Board Member
- 100.7 Prevailing Wage Law
- 100.8 EEO/Affirmative Action Policy
- 100.11 Bloodborne Pathogens Policy
- 100.14 Board of Trustees Mailing
- 100.16 Policy to Address a Complaint

I recommend the Board waive the second reading and approve the revisions to the above policies.

TLB/rs

Attachment

BOARD OF TRUSTEES - 100

Adopting or Changing Policies (100.1)

Date Adopted: August 13, 1996

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

Board Policy may be adopted, changed, altered, or amended at any duly convened public meeting of the Board of Trustees by a ~~two-thirds~~ majority vote of all the members of the Board.

BOARD OF TRUSTEES - 100

Legal Basis (100.2)

Date Adopted: December 19, 1989

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

- A. The role of the Board of Trustees of Illinois Eastern Community Colleges, Community College District No. 529, is defined in ILCS 110 Articles 103-6 and 103-7 of Article III of House Bill 1710, the Illinois Public Community College Act, signed into law July 15, 1965, as amended.
- B. Illinois Eastern Community Colleges, District No. 529, is a ~~Class I~~ Community College District, serving all or parts of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois.
- C. The Board of Trustees works in cooperation with the Illinois Community College Board and the Illinois Board of Higher Education.
- D. The Board of Trustees shall serve as a policy-making body, and require that the Chief Executive Officer be responsible for the administration of the District Office and the colleges within the District.
- E. The Chief Executive Officer shall serve as Executive Officer of the Board of Trustees.
- F. Members of the Board of Trustees shall be elected in compliance with ILCS 110 Articles 103-6 and 103-7 of the Illinois Public Community College Act.

BOARD OF TRUSTEES - 100

Meetings and Minutes (100.3)

Date Adopted: December 19, 1989

Revised: September 20, 2011

Revised February 21, 2012

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

- A. The Board of Trustees shall operate in compliance with the Open Meetings Act, ILCS (Ill. Rev. Statutes, Chapter 102, Par. 41, et seq.).
- B. Meetings of the Board of Trustees shall be open to the public, except for purposes listed in the Illinois Open Meetings Act as proper for discussion in closed meetings. . Each public meeting agenda shall contain an agenda item for "Public Comment". Members of the public may address the Board at that point in the agenda in regard to any item on the agenda, subject to such reasonable restrictions as shall be imposed by the Board at that meeting to ensure the orderly conduct of business. The Board reserves the right to limit individual participation to 5 minutes to permit the presentation of all pertinent points of view and information bearing upon a matter before the Board. By allowing "Public Comment", the Board does not obligate itself to receive or act upon new items introduced or discussed at a Board meeting which are not on the agenda.
- C. Minutes shall be kept of all meetings, open or closed, to include date, time and place of the meeting, members of the Board and others present, and a general description of matters discussed.
- D. The Secretary of the Board of Trustees shall be custodian of all minutes of the Board.
- E. Minutes of closed meetings shall be kept confidential if any two Board members state that it is necessary to protect the public interest or the privacy of an individual.
- F. Approval of minutes of closed meetings shall require the affirmative vote of at least four members.
- G. Minutes of closed meetings shall not be made public unless the motion for approval so states, except as otherwise provided by law or policy.
- H. Minutes of closed meetings shall be reviewed at least semi-annually to determine the need for such minutes to remain confidential.
- I. In the event the Board agrees to conduct a board meeting utilizing video conference, telephone or other electronic means of communication, a quorum of members of the board must be physically present in order for other members to participate in a board meeting electronically. Therefore, four members of the board will be required to be physically present to establish a quorum to conduct a board meeting utilizing video conference, telephone, or other electronic means of communication. Thereafter, up to three members of the board will be permitted to connect to a board meeting using electronic means of communication.
- J. ~~Board members who are members on January 1, 2012 must complete the electronic training curriculum developed by the Illinois Attorney General's Public Access Counselor by January 1, 2013.~~ Any Board member sworn in after January 1, 2012 must complete the training no later than the 90th day after being sworn into office. The failure of one or more members to complete the training required does not affect the validity of any action taken by the Board. Each Board member who successfully completes the electronic training shall file a copy of the Certificate of Completion with the Secretary to the Board of Trustees.

BOARD OF TRUSTEES - 100

Student Board Member (100.4)

Date Adopted: December 19, 1989

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

- A. A student member of the Board of Trustees shall be elected by students of the appropriate college in the following rotation: Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College, in accordance with Article 103-7.24 of the Public Community College Act ILCS 110. The student trustee will serve a term of one year, taking office at the April regular meeting.
- B. 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.
- C. ~~As summarized by an Attorney General's opinion, issued in 1974, §~~The student trustee has the right to attend closed meetings, to make and second motions, and to be reimbursed for actual and necessary expenses while engaged in Board business.
- D. The student trustee should subscribe to an oath of office, ~~but is not required~~ and the Board requires the Student Trustee to file a Statement of Economic Interests under the Illinois Governmental Ethics Act.

BOARD OF TRUSTEES - 100

Prevailing Wage Law (100.7)

Date Adopted: December 19, 1989

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

In accordance with the Prevailing Wage Law, ILCS Section 39s-9, the Board of Trustees, ~~during the month of June of each calendar year,~~ shall annually investigate and ascertain the prevailing rate of wages as defined in the law and publicly post or keep available for public inspection said determination. After passing an ordinance or resolution establishing said prevailing wage rates, the Secretary shall promptly file a certified copy with the Secretary of State and the Illinois Department of Labor. Within 30 days after filing with the Secretary of State, notice of its determination must be published in a newspaper of general circulation within the District.

EEO/Affirmative Action Policy (100.8)

Date Adopted: December 19, 1989

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

All Offices, Divisions, Colleges and other units of Illinois Eastern Community Colleges District No. 529 operate pursuant to all applicable laws relating to equal educational opportunity and affirmative action, including but not limited to Executive Orders 11246 and 11375 as amended, Title VII of the Civil Rights Act, the Human Rights Act of 1977, Section 503 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Readjustment Act of 1974.

Illinois Eastern Community Colleges District No. 529 does not discriminate against any employee or any applicant for employment because of race, ~~religion~~, color, sex, sexual orientation, age, marital status, religious affiliation, veteran status, national origin, disability, or any other protected category. ~~national origin, gender, age, handicap, or veteran status.~~

This District does not discriminate in any of its educational programs and offerings, or in any of the activities offered or operated by the Community College District and its Colleges.

This policy applies to all conditions of employment, including but not limited to hiring, placement, promotion, transfer, demotion, selection, recruitment, employment, advertising, layoff and termination, and compensation.

BOARD OF TRUSTEES - 100

Bloodborne Pathogens (100.11)

Date Adopted: September 21, 1993

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

Illinois Eastern Community Colleges adopts the federal OSHA Bloodborne Pathogens Standard, 29 CFR 1910.1030 and any additions thereto. The District Administration will publish procedures so as to prevent or minimize the occupational exposure of employees to bloodborne pathogens or other potentially infectious materials.

BOARD OF TRUSTEES - 100

Board of Trustees Mailing List (100.14)

Date Adopted: December 19, 1989

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

Pursuant to the Illinois Public Community College Act, ILCS Paragraph 103-22.3, the Board of Trustees shall establish and maintain a mailing list of names and addresses of persons who each year request inclusion thereon, and to mail to those persons copies of board agenda, budgets or audits as requested within 7 working days after copies of such become available, and to mail to those persons who so request within 7 working days after each subsequent Board meeting a copy of the previous meeting minutes as approved.

Annual subscription fees approximating the costs of assembling, reproducing and mailing the materials may be charged to the subscribers at the beginning of the subscription period.

Policy to Address a Complaint (100.16)

Date Adopted: November 17, 1998

Revised and combined with Policy 500.12: October 20, 2009

Revised: September 15, 2015 (pending Cabinet and Board of Trustees approval)

This policy applies to all employees, faculty, and students of Illinois Eastern Community Colleges District 529 except for sexual harassment complaints, student readmission petitions, and grievances under the faculty collective bargaining contract. The purpose is to provide for the prompt and equitable resolution of complaints.

Employees, faculty, and students are entitled to due process and have the right to their own legal counsel at any time they are being questioned by the administration or Board of Trustees. They shall have the right to appeal a decision made by a supervisor or administrative officer to the next higher authority and through appropriate successive steps to the Chair of the Board of Trustees or his/her designee. Participants in this process shall not be subjected to reprisals or retaliation because of ~~such~~ participation in the complaint process.

Days are defined as days in which the district office and the colleges are normally open to conduct business. The time limits prescribed for each step shall be adhered to unless there has been mutual agreement between the complainant and the administrator to extend the time limits. Failure by the administration at any step of the process to communicate the decision on a complaint within the specified time limit shall permit the complainant to proceed to the next step. Failure on the part of the complainant to appeal the decision to the next step within the specified time limits shall be deemed to be an abandonment of the complaint.

Employees and faculty shall follow the steps defined below for complaints other than sexual harassment complaints and grievances under the faculty collective bargaining contract.

- Step 1: Within ten days of the incident causing the complaint, the complainant shall attempt to resolve the matter informally. The complainant should meet with his/her immediate supervisor. If the matter is not resolved within ten days from the date of the meeting, the complainant may file a formal written complaint.
- Step 2: Within five days from the expiration of days under Step 1, the complainant shall file a formal written complaint. The complainant shall file his/her complaint with the college President. If the complaint is against the administrative officer defined in any Step, the complainant shall advance to the next Step. Employees reporting directly to the Chief Executive Officer shall advance to Step 3; employees reporting directly to the Board of Trustees shall advance to Step 4. A written response shall be provided within five days of receipt of the complaint. If the matter is not resolved, then Step 3 shall apply.
- Step 3: Within five days of receipt of the response under Step 2, the complainant shall file his/her appeal with the Chief Executive Officer. A written response shall be provided within five days of receipt of the appeal. If the matter is not resolved, then Step 4 shall apply.
- Step 4: Within five days of receipt of the response under Step 3, the complainant shall file his/her appeal with the Chair of the Board of Trustees, or his/her designee. The Chair, or his/her designee in consultation with members of the Board of Trustees, shall provide a written response within five working days of receipt of the complaint or appeal. The Chair or his/her designee of the Board of Trustees is the final appeal authority within Illinois Eastern Community Colleges.

Students shall follow the steps defined below for complaints other than sexual harassment complaints and readmission petitions. These complaints include, but are not limited to, academic, grading, and institutional decisions which directly affect a student. Readmission petitions are governed by procedures detailed in the section on readmission in the college catalog.

- Step 1: Within ten days of the incident causing the complaint, the complainant shall attempt to resolve the matter informally. The complainant should meet with his/her instructor or service provider. If the matter is not resolved within ten days from the date of the meeting, the complainant may file a formal written complaint.
- Step 2: Within five days from the expiration of days under Step 1, the complainant shall file a formal written complaint. The complainant shall file his/her complaint with the Dean of the College/Instruction. If the complaint is against the administrative officer defined in any Step, the complainant shall advance to the next Step. A written response shall be provided within five days of receipt of the complaint. If the matter is not resolved, then Step 3 shall apply.
- Step 3: Within five days of receipt of the response under Step 2, the complainant shall file an appeal with the President. The President shall appoint an Appeal Committee composed of two students, two faculty members, and one administrator. The Committee's recommendation will be forwarded to the President within ten days. The President will render a written decision concerning the appeal within five days from receiving the Committee's recommendation. If the matter is not resolved, then Step 4 shall apply.
- Step 4: Within five days of receipt of the response under Step 3, the complainant may file an appeal with the Chief Executive Officer. A written response will be provided within five days of receipt of the appeal. If the matter is not resolved, then Step 5 shall apply.
- Step 5: Within five days of receipt of the response under Step 4, the complainant may file an appeal with the Chair of the Board of Trustees or his/her designee. The Chair, or his/her designee in consultation with members of the Board of Trustees, shall provide a written response within five days of receipt of the appeal. The Chair or his/her designee of the Board of Trustees is the final appeal authority within Illinois Eastern Community Colleges.

Agenda Item #8

Policy Second Reading

None

Agenda Item #9

Staff Recommendations for Approval

Agenda Item #9A

IECC 2015 Fact Book

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: 2015 IECC Fact Book

The IECC Fact Book has been developed to provide an annual compilation of data about Illinois Eastern Community Colleges including information about the students in our District, enrollment history, the degrees and certificates granted, the financial aid received and distributed, and the District's budgets and operations.

The 2015 IECC Fact Book will be used for strategic planning, institutional effectiveness, and policy-making processes. In most cases, the time period of the statistical data covered by the Fact Book is FY15 which is from July 1, 2014 to June 30, 2015. The Fact Book was sent to the Board on September 9, 2015.

I ask the Board's approval of the 2015 IECC Fact Book.

TLB/rs

Agenda Item #9B

Articulation Agreement with SIU-C Psychology Program

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Brue

DATE: September 15, 2015

RE: Program Articulation Agreement between IECC and Southern Illinois University-Carbondale

The following Program Articulation Agreement between IECC and Southern Illinois University-Carbondale will allow IECC Associate in Science and Arts graduates in Psychology who meet SIUC admission requirements to be considered, based on space availability and the Departments enrollment criteria, for admission into SIUC's Bachelor of Arts (B.A.) degree in Psychology in the College of Liberal Arts.

This Program Articulation Agreement will allow IECC and SIUC to form a cooperative relationship to better service IECC students by facilitating transfer, minimizing duplication of instruction and build on community college and university learning experiences.

The agreement shall be in effect as of the date upon approval of both parties, and shall automatically renew until either party terminates this agreement by sending written notification of such termination to the other party no less than 90 days prior to the end of the semester in effect at the time.

I ask the Board's approval of this Program Articulation Agreement between IECC and SIUC.

TLB/rs

Attachment

PROGRAM ARTICULATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGE
OLNEY, IL

AND

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
CARBONDALE, IL

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on community college and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this _____ day of _____, 2015 (Effective Date) by and between Illinois Eastern Community Colleges and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

I. TRANSFER REQUIREMENTS

- A. All graduates of Illinois Eastern Community Colleges with an Associate of Science and Arts (A.S.A.) degree in Psychology and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Arts (B.A.) degree in Psychology (PSYC) in the College of Liberal Arts based upon the Departments enrollment criteria and space availability.
- B. A Illinois Eastern Community Colleges graduate receiving an A.S.A. degree in Psychology and following the degree plan attached to this agreement, will be considered for admission to SIU Carbondale's Psychology (PSYC) program if the following are met:
 1. The student has earned a minimum of 60 semester hours transferable to SIU Carbondale
 2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations
 3. Confirmation by the SIU Carbondale College of Liberal Arts that the student has satisfactorily completed the following courses as part of the A.S.A. degree in Psychology at Illinois Eastern Community Colleges:
 - SPE 1101-3, *Fundamentals of Effective Speaking*
 - ENG 1111-3 and ENG 1121-3, *Composition I & Composition & Analysis*
 - MTH 1131-3, *Intro to Statistics*

- PSY 1101-3, *General Psychology I*
- IAI Social Science-3
- HIS 1111-3, *Western Civ before 1600*
- HIS 1112-3, *Western Civ after 1600*
- IAI Physical Science-3
- LSC 1101-4, *General Biology*
- LSC 2111-4, *Human Anatomy & Physiology I*
- IAI Fine Arts-3
- SPN 1111-4 and SPN 1121-4, *Elementary Spanish I & II*

C. Illinois Eastern Community Colleges students transferring to the Psychology (PSYC) baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate of Science and Arts degree requirements at Illinois Eastern Community Colleges will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department.

D. Students will be required to complete 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Arts degree in Psychology. Coursework may include University Core Curriculum as well as Psychology major courses.

II. COURSE DELIVERY

A. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation. SIU Carbondale shall notify Illinois Eastern Community Colleges of any cancellation due to inadequate enrollment.

B. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Illinois Eastern Community Colleges and students as needed. Advisement about program requirements will be provided by the academic college offering the courses/programs.

- C. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.
- D. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
- E. This agreement permits students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete the degree.

III. ILLINOIS EASTERN COMMUNITY COLLEGES DUTIES: ILLINOIS EASTERN COMMUNITY COLLEGES SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:

- A. Subject to federal and state guidelines, Illinois Eastern Community Colleges will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Illinois Eastern Community Colleges.
- B. Designate in writing a person or persons as point of contact between Illinois Eastern Community Colleges and SIU Carbondale on all matters relating to the courses delivered.
- C. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
- D. Permit students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete a degree.

IV. PROGRAM ARTICULATION COMMUNICATION

- A. An SIU Carbondale College of Liberal Arts, Psychology representative will communicate periodically with Illinois Eastern Community Colleges personnel in Psychology for general advisement and degree planning purposes.
- B. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Illinois Eastern Community Colleges students will be eligible to receive the Bachelor of Arts degree in Psychology (PSYC), College of Liberal Arts, Southern Illinois University Carbondale.

- C. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.
- D. The parties acknowledge that many student educational records are protected by the Family Education Rights and Privacy Act (FERPA) and that the written authorization of student(s) must be obtained before student data can be released to anyone. The parties agree that access to and release of student records shall be in accordance with FERPA.
- E. This agreement is subject to change by legislative action, the Department of Education, the Southern Illinois University Board of Trustees, or the Illinois Eastern Community Colleges Board of Trustees.
- F. Indemnification:
1. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Illinois Eastern Community Colleges, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale's obligations under this Agreement.
 2. To the extent permitted by law, Illinois Eastern Community Colleges shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College's obligations under this Agreement.
- G. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student's program instructor, supervisor, and SIU Carbondale's faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon the determination that the student is unable or unwilling to fulfill the requirements of SIU Carbondale's educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements, including but not limited to unsatisfactory academic performance and/or social misconduct.

- H. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.
- I. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Dr. Reza Habib, Interim Chair
Department of Psychology
Life Science II 271C
Southern Illinois University Carbondale
Carbondale, IL 62901
Email: rhabib@siu.edu
Phone: 618-453-3547

For Illinois Eastern Community Colleges: Chris Cantwell
Chief Academic Officer
Illinois Eastern Community Colleges
233 East Chestnut
Olney, IL 62450
Email: cantwellc@iecc.edu
Phone: 618-393-2982

This Agreement shall be in effect as of the Effective Date (or, if no Effective Date is indicated, upon the date of full execution of the Agreement by all parties) and shall remain in effect for a period of two years thereafter unless either party earlier terminates the Agreement by sending 90 days advanced written notice of such termination to the other parties. Termination shall become effective at the end of the aforementioned 90 Day Notice period, provided, however, that no additional students shall be accepted into the program upon the non-terminating party's receipt of the 90 day notice of termination and no qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

ILLINOIS EASTERN COMMUNITY COLLEGES

Chris Cantwell, Dean of Academic & Student Support Services
Chief Academic Officer
Illinois Eastern Community Colleges

Date

G. Andrew Fischer, Chairman, IECC Board of Trustees
Illinois Eastern Community Colleges

Date

Terry L. Bruce, Chief Executive Officer
Illinois Eastern Community Colleges

Date

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Board of Trustees of Southern Illinois University

By _____
Susan M. Ford for
Randy J. Dunn, President
Southern Illinois University

Date

Agenda Item #9C

FY2016 Budget

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: September 15, 2015

RE: FY2016 Budget

The FY2016 Budget for Illinois Eastern Community College District No. 529 was mailed to each Board member. The preliminary budget was provided to the Board of Trustees at its last regular meeting. There are no significant changes from the tentative budget which was approved by the Board on August 18, 2015.

FY16 Budgeted Expenditures Compared to FY15 Budgeted Expenditures

	<u>FY16</u>	<u>FY15</u>
Education Fund	\$29,020,907	\$29,294,166
Operations & Maintenance Fund	<u>\$ 3,179,706</u>	<u>\$ 3,195,684</u>
Total Operating Funds	\$32,200,613	\$32,489,850

The District has complied with all the notice and budget hearing requirements.

I ask that the Board approve the FY2016 Budget for Illinois Eastern Community Colleges.

TLB/akb

Agenda Item #9D

FY2015 Audit

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: September 15, 2015

RE: FY2015 Audit

The Illinois Community College Board (ICCB) requires the Board of Trustees to complete and approve a District annual audit and that it be forwarded to the ICCB for filing by October 15th. The audit has been prepared for the Board's consideration.

The final audit will be provided to all Board members prior to the September 15, 2015 Board meeting.

The Audit Committee comprised of Trustee Gary Carter and Trustee John Brooks met with the Chief Executive Officer, the Chief Finance Officer, and the independent auditors on September 11, 2015. The audit was reviewed in detail. The audit contains an "unqualified" opinion on all required audit reports. The District complied with generally accepted accounting principles and there were no material weaknesses identified. The Audit Committee will report on its review of the audit and its meeting with the auditors at the Board meeting.

I ask that the Board pass a resolution to accept the audit and to authorize the completed audit be forwarded to the Illinois Community College Board.

TLB/akb

Attachment

RESOLUTION OF THE BOARD OF TRUSTEES

ANNUAL AUDIT

WHEREAS, 110 ILCS 805/3-22.1 of the Illinois Public Community College Act requires the conduct of an annual audit for Illinois Eastern Community College District 529,

WHEREAS, it is required that the Board of Trustees review and accept the annual audit.

WHEREAS, it is required that the audit be submitted to the Illinois Community College Board,

THEREFORE, SO BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community College District #529, accepts and approves the annual audit of the district as submitted by CliftonLarsonAllen LLP.

FURTHER, BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community Colleges District 529 authorizes the Chief Executive Officer to submit the audit to the Illinois Community College Board.

By order of the Board of Trustees.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529

Chairman

Date

Secretary

Date

Agenda Item #9E

Level 2 Employee Health Insurance

Agenda Item #9E

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Level 2 Employee Health Insurance

IECC offers its employees two forms of health insurance. All full-time employees are covered by Level 1 health insurance, fully paid for by the District. Under the Affordable Care Act (ACA), the Board must make a health insurance plan available to part-time employees working more than 30 hours per week. The Board has approved a Level 2 insurance program for part-time employees working from 30- 39.99 hours of service per week. These employees are required to pay 75% of the premium, while IECC pays the remaining 25%.

As the District implements the IRS reporting requirements of the ACA, it is clear that the District's Level 2 cost for health insurance does not always meet the "affordability" standard. In order for IECC to meet the affordability portion of the ACA, the employees' portion of the Level 2 premium should be reduced. The IRS has now developed a safe harbor provision that if the employee does not pay more than 9-1/2% of their W-2 income for health insurance, then the health insurance is "affordable".

The Cabinet has recommended that the Level 2 premium contribution for single coverage be set at 9% of gross pay. Employees who qualify for Level 2 coverage would only be able to elect coverage under the District Qualified High Deductible Health Plan. If the employee elects dependent coverage, the employee would continue to pay 100% of any such dependent coverage elected.

Currently, there are five employees who qualify for Level 2 benefits. By the end of the calendar year there could be a few more who would qualify.

Mr. Chairman, I recommend that the Board approve this change in employee contributions for IECC Level 2 single health insurance.

TLB/rs

Agenda Item #9F

Sale of Lot at Frontier Community College

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Sale of Lot at Frontier

Illinois Eastern owns property at Frontier Community College that could be used for the development of student housing for the college. The Board of Trustees has the authority under Section 110 ILCS 5/3-41, to “sell at private or public sale any personal or real property belonging to the district and not needed for community college purposes.” At the present time, there is no need for certain property that the District owns.

The administration proposes that the District sell 1.16 acres to the Frontier Community College Foundation. The property is described as 30 feet of even width off of the West side of Lot Number 22 and all of Lot Number 23 except 260 feet of even width off of the West side of said Lot Number 23 all in Fairfield Industrial Park, as per plat filed of record in Plat Book Record “B”, at page 112, in the office of the Recorder of Wayne County, Illinois.

The property has been properly appraised within the last week and the appraiser Terry Weedman, indicated that the 1.16 acres would have a Fair Market Value of \$5,800.00 (\$5,000.00 per acre).

I recommend that the Board approve the sale to Frontier Community College Foundation of 1.16 acres as described above, for a total Fair Market Value of \$5,800.00.

TLB/rs

Agenda Item #9G

Enterprise Zone – City of Flora

Agenda Item #9G

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Enterprise Zone – City of Flora

The City of Flora's current Enterprise Zone will expire July 1st, 2017 and in order to continue the provision of economic incentives for the City of Flora, a new Enterprise Zone application must be completed and submitted to the Illinois Department of Commerce and Economic Opportunity (DCEO) by December 31st, 2015. Upon approval and certification by the State of Illinois, the new Enterprise Zone would take effect on or around January 1st, 2017. This Enterprise Zone would last a total of 15 years, with a possible extension of 10 additional years, upon State approval, during the 13th year of the initial 15 year term.

The City of Flora has requested that Illinois Eastern Community College District #529 approve the proposed City of Flora Enterprise Zone as it currently exists, and approve a Property Tax Abatement to Industrial Properties located within the Enterprise Zone Boundaries. The City of Flora is requesting that the College District provide a 50% Property Tax Abatement to all new construction, expansion and/or rehabilitation of Industrial Projects for 10 years following the property improvement. Furthermore, these abatements shall not extend beyond the life of the Enterprise Zone.

The City of Flora has provided the attached resolution for the District to consider.

I ask the Board's approval of the City of Flora Enterprise Zone resolution.

TLB/rs

Attachment

RESOLUTION NO. _____

**RESOLUTION TO AUTHORIZE PROPERTY TAX ABATEMENT
FOR INDUSTRIAL PROPERTY IMPROVEMENTS
IN THE CITY OF FLORA ENTERPRISE ZONE**

WHEREAS, the State of Illinois Department of Commerce and Economic Opportunity will be asked to designate an area of the City of Flora as an Enterprise Zone under the provisions of the Illinois Enterprise Zone Act (Ch. 67 ½, Illinois Revised Statutes, Par. 601 et. seq.) effective for a fifteen (15) year period upon approval and designation of the Illinois Department of Commerce and Economic Opportunity; and

WHEREAS, upon the abovementioned approval and certification, the City of Flora's designating Ordinance No.15-2714 will provide for property tax abatements on commercial, industrial and residential property attributable to new construction, expansion or rehabilitation of existing construction within such parcels comprising said Enterprise Zone if a taxing district has ordered an abatement of said taxes; and

WHEREAS, said property tax abatement is established as an incentive to stimulate commercial and industrial construction, expansion and/or rehabilitation in order to create and/or retain jobs within the private sector of the local economy; and

WHEREAS, said property tax abatement is established as an incentive to promote residential construction, expansion and/or rehabilitation in order to encourage the stabilization, revitalization and elimination of blighting influences within residential neighborhoods of the City of Flora; and

WHEREAS, this public taxing District finds that the 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 BOARD OF EDUCATION OF ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT # 529, CLARK COUNTY, CLAY COUNTY, CRAWFORD COUNTY, CUMBERLAND COUNTY, EDWARDS COUNTY, HAMILTON COUNTY, JASPER COUNTY,

LAWRENCE COUNTY, RICHLAND COUNTY, WABASH COUNTY, WAYNE COUNTY AND WHITE COUNTY, ILLINOIS as follows:

Section I. That the College District hereby agrees to a partial abatement of for five (5) years, pursuant to Section 643 (e) of the Revenue Act of 1939, as amended, that a portion of their taxes on industrial real property (real estate) located in the City of Flora proposed Enterprise Zone resulting from an increase in assessed valuation which is attributable to physical improvements on the property.

Section II. The College District will agree to take the necessary steps to direct the Clay County Clerk to abate 50 percent of that portion of the property (real estate) tax due to Illinios Eastern Community College District # 529 which is attributable to new construction, expansion and/or rehabilitation of existing construction on any industrial properties located within the boundaries of the aforesaid contemplated Enterprise Zone. Any eligible industrial property which has had new construction, expansion or rehabilitation completed after January 1, 2017, and before January 1, 2032, assuming said Enterprise Zone is approved and designated by the State of Illinois and the Department of Commerce and Economic Opportunity, shall then be eligible for a tax abatement.

Section III. Two certified copies of this Resolution and a letter endorsing the Enterprise Zone application assuring reviewing authorities of the intent of this public taxing District to participate in the efforts designed to stimulate economic revitalization shall be submitted to the City of Flora to accompany the Enterprise Zone Designation application to establish the local Enterprise Zone above referenced per the aforesaid Illinois Enterprise Zone Act.

PASSED THIS DAY THE ___ OF ___, 2015, A.D.

ATTEST:

APPROVED:

Yes Votes: _____
No Votes: _____
Abstentions: _____
Absent: _____

Agenda Item #9H

Expansion of Enterprise Zone – City of Robinson

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Expansion of the Enterprise Zone – City of Robinson

The City of Robinson has asked that Illinois Eastern Community College District #529 approve an expansion of the existing City of Robinson Enterprise Zone. The expansion would include the Flying S, Inc. property.

Flying S, Inc. is an aeronautical design company that conducts business in the space, defense and general aviation markets. Flying S, Inc. has proposed to construct an additional 40,000 square foot building at the current facility. This expansion is projected to create 30-50 additional positions within a year.

The District is being asked to abate taxes on the new proposed facility for a period of five years. The tax abatement would only be on the newly constructed project, not on any property currently being assessed.

I ask the Board's approval of the attached tax abatement resolution.

TLB/rs

Attachment

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 September 15, 2015 as Ordinance Number 2015-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 Trustees voted aye:

Upon roll call vote the following Trustees vote nay:

Passed and approved by the ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT 529 at its regular Board meeting held on September 15, 2015 in Olney, Illinois.

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT 529

BY: _____

ATTEST:

Agenda Item #9I

Affiliation Agreement with Edwards County Health Department

Agenda Item #9I

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: September 15, 2015
RE: Affiliation Agreement with Edwards County Health Department

IECC wishes to enter into an affiliation agreement with the Edwards County Health Department, located in Albion, Illinois.

This affiliation agreement is for Frontier Community College's Emergency Response Training Program.

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

TLB/rs

Attachment

AFFILIATION AGREEMENT

Between
ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529
FRONTIER COMMUNITY COLLEGE
and
EDWARD'S COUNTY HEALTH DEPARTMENT
for
EMERGENCY RESPONSE TRAINING

THIS AGREEMENT made and entered into this 1st day of October, 2015, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529: FRONTIER COMMUNITY COLLEGE (hereinafter referred to as DISTRICT), for its EMERGENCY RESPONSE TRAINING Programs (hereinafter referred to as PROGRAM) and EDWARD'S COUNTY HEALTH DEPARTMENT, Albion, Illinois (hereinafter referred to as AGENCY). WITNESSETH THAT:

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

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

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

1. The AGENCY agrees to make its facilities available in all areas related to the PROGRAM for observation and participation by the students and faculty of the DISTRICT's PROGRAM, subject to the conditions and limitations contained herein;
2. The arrangements for use of said facilities of the AGENCY will be made by the Program Director of the Emergency Preparedness & Industrial Quality Management Program on behalf of the DISTRICT and the Director of Nursing on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses;
3. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the PROGRAM on behalf of the DISTRICT will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY's Director of Nursing will retain full authority and make final decisions for procedures assigned to PROGRAM students;
4. The care of the patient will at all times remain the full responsibility of the AGENCY;
5. DISTRICT will be responsible for the administration of the program, including admissions, academic guidance, and registration of students; supervision of program students; supervising program faculty; curriculum quality; and ensuring that the program stays in compliance with State and National accrediting agency guidelines;

6. The DISTRICT will maintain on file, copies of the following student information, that shall be made available to the AGENCY upon request: valid Illinois driver's license, current CPR certification, current Illinois EMT-B licensure (applicable to Paramedic students), background screen results, drug screen results, immunization record, health examination record, proof of health coverage, proof of seasonal flu vaccination administered since August of the current academic year, and documentation by the DISTRICT instructor confirming that the student has completed and passed specific, required competencies prior to AGENCY clinical rotation.
7. Persons enrolled and provided instruction at AGENCY shall be DISTRICT students and shall be entitled to all benefits and privileges and subject to all obligations contained in DISTRICT catalog, which is included by reference and made a part of this contract;
8. The DISTRICT shall coordinate with the AGENCY to identify the exact number of students to be enrolled in the PROGRAM. Admission is subject to all obligations contained in the DISTRICT's and AGENCY's admission policies and procedures, which is included by reference and made part of this contract;
9. DISTRICT faculty will:
 - a. be responsible for guiding students and teaching the PROGRAM;
 - b. work with the staff of the AGENCY in coordination of the clinical laboratory objectives to be completed at the AGENCY;
 - c. coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
 - d. review and evaluate, in cooperation with the Agency, the student's progress in the clinical setting;
10. The AGENCY's Director of Nursing will coordinate with the DISTRICT and the AGENCY's preceptor to ensure that specific assignment of learning experiences to specific students is consistent with PROGRAM outcomes/objectives. Assigned experiences will be selected for the educational benefit of the student. The District will provide the AGENCY a written set of clinical outcomes/objectives and evaluation forms to be completed by the AGENCY appointed Clinical Supervisor;
11. Students will not be assigned experiences in a manner that would permit them to replace a regular employee;
12. Supervision of the health of all students making use of any of the AGENCY's facilities, as contemplated herein; will be the responsibility of the DISTRICT, and will comply with the policies of the AGENCY;
13. PROGRAM students and Faculty assigned to, or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY;
14. Students are responsible for seeking health care if the need arises. Students are required to carry their own health coverage and are required to pay their own health care fees;
15. This agreement forbids discrimination against any student on the basis of age, color, race, national origin, gender, religion, or disability unrelated to the reasonable physical requirements of the job;
16. Prior to the use of any AGENCY facilities, under the contemplated program, the DISTRICT will furnish the AGENCY, upon request, a medical record for each participating student

showing that said student fully complies with the health requirements required by the AGENCY;

17. The faculty and students of the DISTRICT participating in the laboratory clinical experiences will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT PROGRAM faculty may be included in demonstrations of new equipment and techniques;
18. The DISTRICT will provide a PROGRAM orientation for the AGENCY staff;
19. PROGRAM students and faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records;
20. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. PROGRAM Faculty and students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY (See attached Certificate of Insurance);
21. AGENCY will not request monetary reimbursement from PROGRAM students and faculty assigned to, or making use of any clinical facilities of the AGENCY under the contemplated program.
22. An annual review may be requested by either party by June 1 of each calendar year. A formal review shall be made every three years. Either party hereto may terminate this agreement provided all currently enrolled students have adequate time to complete PROGRAM requirements. Upon request for termination by either party, no new students shall be assigned to the AGENCY;
23. This Agreement supersedes all previous contracts or agreements between the parties with respect to the subject matter hereof and constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by duly authorized officials of the DISTRICT and AGENCY this 1st day of October, 2015.

EDWARD'S COUNTY HEALTH DEPARTMENT

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529, FRONTIER
COMMUNITY COLLEGE

Administrator

Chairman, IECC Board of Trustees

Director of Nursing

CEO, Illinois Eastern Community Colleges

President, Frontier Community College

Agenda Item #10

Bid Committee Report

None

Agenda Item #11

District Finance

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

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
August 31, 2015**

FUND	BALANCE
Educational	\$4,551,821.83
Operations & Maintenance	\$1,276,869.86
Operations & Maintenance (Restricted)	\$1,124,708.04
Bond & Interest	\$629,201.83
Auxiliary	(\$396,065.30)
Restricted Purposes	(\$38,486.41)
Working Cash	\$192,414.90
Trust & Agency	\$514,605.60
Audit	(\$6,509.33)
Liability, Protection & Settlement	\$272,953.08
TOTAL ALL FUNDS	\$8,121,514.10

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
August 31, 2015

	ALL FUNDS
	Fiscal Year 2016
ASSETS:	
CASH	8,121,514
IMPREST FUND	21,400
CHECK CLEARING	12,500
INVESTMENTS	22,590,000
RECEIVABLES	4,487,228
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	605,104
OTHER ASSETS	651,508
TOTAL ASSETS AND OTHER DEBITS:	36,489,254
 LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	235,135
ACCOUNTS PAYABLE	222,920
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	-
OTHER LIABILITIES	-
TOTAL LIABILITIES:	458,055
 EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	2,700,929
PR YR BDGTD CHANGE TO FUND BALANCE	(107,583)
 FUND BALANCES:	
FUND BALANCE	20,633,447
RESERVE FOR ENCUMBRANCES	12,804,406
TOTAL EQUITY AND OTHER CREDITS	36,031,199
 TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	 36,489,254

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF August 31, 2015

ALL FUNDS

FY 2016
 YEAR-TO-DATE

REVENUES:

LOCAL GOVT SOURCES	1,353,529
STATE GOVT SOURCES	0
STUDENT TUITION & FEES	5,338,236
SALES & SERVICE FEES	990,408
FACILITIES REVENUE	1,780
INVESTMENT REVENUE	14,682
OTHER REVENUES	20,731
TOTAL REVENUES:	7,719,366

EXPENDITURES:

INSTRUCTION	1,009,539
ACADEMIC SUPPORT	69,954
STUDENT SERVICES	244,675
PUBLIC SERV/CONT ED	9,411
OPER & MAINT PLANT	388,117
INSTITUTIONAL SUPPORT	3,293,280
SCH/STUDENT GRNT/WAIVERS	1,598,285
AUXILIARY SERVICES	1,173,049
TOTAL EXPENDITURES:	7,786,310

TRANSFERS AMONG FUNDS:

INTERFUND TRANSFERS	0
TOTAL TRANSFERS AMONG FUNDS:	0

NET INCREASE/DECREASE IN NET ASSETS	-66,944
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Illinois Eastern Community Colleges
Operating Fund Analysis
CASH BASIS
July 1, 2015 -- June 30, 2016

REVENUES:	Education Fund	O & M Fund	Total Operating Funds
Local Government Sources	525,389	224,899	750,288
State Government Sources - Current Year	-	-	-
State Government Sources - Prior Year	2,165,592	-	2,165,592
Net Tuition and Fees	680,290	-	680,290
Sales & Service Fees	8,606	-	8,606
Facilities Revenue	-	1,330	1,330
Investment Revenue	6,087	1,976	8,063
Other Revenues	-	-	-
TOTAL REVENUES:	<u>3,385,964</u>	<u>228,205</u>	<u>3,614,169</u>
EXPENDITURES:			
Salaries	1,544,489	129,174	1,673,663
Employee Benefits	263,769	22,406	286,175
Contractual Services	80,613	52,602	133,215
Materials	187,143	20,753	207,896
Travel & Staff Development	14,696	680	15,376
Fixed Charges	93,533	4,930	98,463
Utilities	11,337	109,815	121,152
Capital Outlay	-	22,700	22,700
Other	8,217	39	8,256
TOTAL EXPENDITURES:	<u>2,203,797</u>	<u>363,099</u>	<u>2,566,896</u>
TRANSFERS :			
Interfund Transfers	-	-	-
TOTAL TRANSFERS:	<u>-</u>	<u>-</u>	<u>-</u>
NET INCREASE / (DECREASE)	<u><u>1,182,167</u></u>	<u><u>(134,894)</u></u>	<u><u>1,047,273</u></u>

**OPERATING FUNDS
COMPARISON REPORT FY14-16**

College	Category	FISCAL YEAR 2014			FISCAL YEAR 2015			FISCAL YEAR 2016			
		Anticipated Budget	Spent Thru August	% of Bdgt	Anticipated Budget	Spent Thru August	% of Bdgt	Anticipated Budget	Spent Thru August	% of Bdgt	% of Year
Frontier	Bills		\$ 275,727			\$ 303,656			\$ 250,110		
	Payroll		233,989			241,292			238,812		
	Totals	\$ 3,458,802	509,716	15%	\$ 4,283,530	544,948	13%	\$ 4,265,407	488,922	11%	17%
Lincoln Trail	Bills		399,766			527,415			467,517		
	Payroll		308,874			259,966			228,190		
	Totals	\$ 4,494,153	708,640	16%	\$ 4,540,934	787,381	17%	\$ 4,505,520	695,707	15%	17%
Olney Central	Bills		629,169			671,792			579,614		
	Payroll		633,944			520,590			424,578		
	Totals	\$ 7,839,976	1,263,113	16%	\$ 7,866,901	1,192,382	15%	\$ 7,801,886	1,004,192	13%	17%
Wabash Valley	Bills		586,258			588,020			763,385		
	Payroll		368,719			330,313			327,403		
	Totals	\$ 6,078,045	954,977	16%	\$ 6,111,313	918,333	15%	\$ 6,006,922	1,090,788	18%	17%
Workforce Educ.	Bills		148,594			550,779			60,910		
	Payroll		201,338			188,011			165,921		
	Totals	\$ 6,193,255	349,932	6%	\$ 5,577,344	738,790	13%	\$ 5,537,706	226,831	4%	17%
District Office	Bills		41,398			38,634			39,630		
	Payroll		150,476			151,791			152,395		
	Totals	\$ 1,289,241	191,874	15%	\$ 1,298,178	190,425	15%	\$ 1,286,624	192,025	15%	17%
District Wide	Bills		344,985			283,057			330,351		
	Payroll		114,819			113,149			136,364		
	Totals	\$ 2,762,845	459,804	17%	\$ 2,811,650	396,206	14%	\$ 2,796,549	466,715	17%	17%
GRAND TOTALS		\$32,116,317	\$ 4,438,056	14%	\$32,489,850	\$ 4,768,465	15%	\$32,200,613	\$4,165,180	13%	17%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
August 31, 2015

	<u>FY 2016</u>		<u>FY 2015</u>		<u>Increase</u>
	<u>Amount</u>	<u>% of Total</u>	<u>Amount</u>	<u>% of Total</u>	<u>(Decrease)</u>
Salaries	1,673,663	40.18%	1,805,112	37.86%	(131,449)
Employee Benefits	286,175	6.87%	306,287	6.42%	(20,112)
Contractual Services	133,215	3.20%	139,512	2.93%	(6,297)
Materials	207,896	4.99%	231,807	4.86%	(23,911)
Travel & Staff Development	15,376	0.37%	17,755	0.37%	(2,379)
Fixed Charges	98,463	2.36%	85,907	1.80%	12,556
Utilities	121,151	2.91%	134,008	2.81%	(12,857)
Capital Outlay	22,700	0.54%	16,188	0.34%	6,512
Other	1,606,541	38.57%	2,031,889	42.61%	(425,348)
	<u>4,165,180</u>	<u>100.00%</u>	<u>4,768,465</u>	<u>100.00%</u>	<u>(603,285)</u>

Agenda Item #12

Chief Executive Officer's Report

Agenda Item #13

Executive Session

Agenda Item #14

Approval of Executive Session Minutes

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

Agenda Item #15

Approval of Personnel Report

Agenda Item #16

Collective Bargaining

Agenda Item #17

Litigation

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

