

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**August 17, 2010**



**Location:**

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

**Dinner – 6:00 p.m. – Foundation Hall  
Meeting – 7:00 p.m. – Foundation Hall**

**Illinois Eastern Community Colleges  
Board Agenda**

**August 17, 2010**

**7:00 p.m.**

**Frontier Community College**

1. Call to Order & Roll Call..... Chairman Fischer
2. Disposition of Minutes..... CEO Bruce
3. Recognition of Visitors and Guests ..... Bruce
  - A. Visitors and Guests
  - B. IECEA Representative
4. Public Comment
5. Reports
  - A. Trustees
  - B. Presidents
  - C. Cabinet  
Coal Mining Technology/Telecom
6. Policy First Reading (and Possible Approval)..... Bruce
  - A. None
7. Policy Second Reading ..... Bruce
  - A. None
8. Staff Recommendations for Approval
  - A. Tentative Budget ..... Bruce
  - B. Capital Renewal Grant Funds Resolution..... Browning
  - C. Capital Renewal Grant Funds Application ..... Browning
  - D. Affiliation Agreement with Alka Family Chiropractic (Medical Office Assistant) ..... Bruce
9. Bid Committee Report ..... Bruce
  - Lincoln Trail College  
Process Technology Equipment
  
  - Wabash Valley College  
Energy Technology Equipment  
Advanced Manufacturing Technology Equipment
10. District Finance
  - A. Financial Report..... Browning
  - B. Approval of Financial Obligations ..... Browning
11. Chief Executive Officer's Report ..... Bruce
12. Executive Session ..... Bruce

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

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, held in the Cafeteria at the Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, in said Community College District at 7:00 o'clock P.M., on the 20th day of July, 2010.

\* \* \*

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

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

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

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

\* \* \*

(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.  
Matt Fowler, President of Wabash Valley College.  
Mitch Hannahs, Interim President of Lincoln Trail College.  
Rodney Ranes, Interim President of Olney Central College.  
Timothy Taylor, President of Frontier Community College.  
Roger Browning, Chief Finance Officer/Treasurer.  
Christine Cantwell, Associate Dean of Academic & Student Support Services.  
Alex Cline, Director of Information & Communications Technology.  
Kathleen Pampe, Associate Dean of Career Education & Economic Development.  
Pamela Schwartz, Associate Dean of Institutional Development.  
George Woods, Dean of Workforce Education.

Abbreviations Used in Minutes:

DO – District Office  
DOC – Department of Corrections  
FCC – Frontier Community College  
HLC – Higher Learning Commission  
ICCB – Illinois Community College Board  
ICCTA – Illinois Community College Trustees Association  
IECC – Illinois Eastern Community Colleges  
IECEA – Illinois Eastern Colleges Education Association  
LCC – Lawrence Correctional Center  
LTC – Lincoln Trail College  
LWIB – Local Workforce Investment Board

OCC – Olney Central College  
PHS – Protection, Health & Safety  
RCC – Robinson Correctional Center  
SURS – State Universities Retirement System  
WED – Workforce Education  
WVC – Wabash Valley College

**AGENDA #2 – “Disposition of Minutes”** – Open meeting minutes as prepared for the regular meeting held Tuesday, June 15, 2010 were presented for disposition.

**Board Action to Approve Minutes:** Trustee Walter Koertge made a motion to approve minutes of the foregoing meeting as prepared. Trustee William Hudson seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

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

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

**#3-B. IECEA Representative:** Rob Mason, President of Illinois Eastern Colleges Education Association, and Gary Adams, Past President, addressed the trustees relative to concerns of IECEA.

**AGENDA #4 – “Public Comment”** – None.

**AGENDA #5 – “Reports”** –

**#5-A. Report from Trustees:** None.

**#5-B. Report from Presidents:** Written reports were presented from each of the colleges. Wabash Valley College is observing its 50<sup>th</sup> anniversary.

**#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. 2010-2012 IECC Catalog:** The amended IECC Catalog for 2010-2011 was reviewed by Pam Schwartz. The catalog lists all courses, programs, degrees and certificates, along with the district policy that applies to operation of the district and its students. Throughout the year, the Board of Trustees is asked to approve changes to the catalog. These changes are added to the electronic version on the IECC website and this amended electronic version becomes the binding document for the district’s relationship with students, faculty, and staff. During the past several years use of the catalog by high school counselors and others has changed. This has allowed the district to revise the catalog and make it less of a marketing publication and more a listing of courses, degrees, programs, and policy statements. This format

change has reduced the cost from \$12,000 to \$7,000 for 2000 copies. The CEO recommended approval to print the amended catalog as outlined, with already-approved changes incorporated in both the electronic and printed versions.

**Board Action:** Trustee Marilyn Wolfe made a motion to approve printing of the new version of the IECC Catalog 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, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-B. 2011-2013 Academic Calendar:** Pam Schwartz reviewed the 2011-2013 Academic Calendar. In preparation for printing a two year IECC Catalog, the academic calendar must be changed from a one year to a two year calendar. The CEO recommended approval of the two year calendar as listed in the Board Book of this date.

**Board Action:** Trustee William Hudson made a motion to adopt the IECC 2011-2013 Academic Calendar as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-C. Joint Agreement with John A. Logan College:** Chris Cantwell reviewed the Joint Agreement for Education Cooperation between IECC, District # 529, and John A. Logan College, District #530. Changes and updates to the agreement this year are as follows:

John A. Logan College Added:

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

John A. Logan College Removed:

Graphic Design, AAS Degree/Certificate.

The CEO recommended approval of the revised Joint Agreement with John A. Logan College as presented.

**Board Action:** Trustee Marilyn Wolfe made a motion to approve the revised Joint Agreement for Education Cooperation with John A. Logan College as recommended. Student Trustee Laurel Pennington seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-D. Academic Transfer Partnership with Western Illinois University:** Chris Cantwell reviewed an Academic Transfer Partnership between IECC and Western Illinois University's Bachelor of Arts in General Studies Degree Program. This is an agreement which will allow place-bound students within the IECC District to earn a Bachelor of Arts degree online from Western Illinois University without being required to relocate. Through this

partnership, IECC can market a bachelor completion program to students and WIU can provide additional educational opportunities to students who are unable to attend one of the WIU campuses.

Students who have completed the Associate in Arts, Associate in Science and Arts, or Associate in Science Degree through Illinois Eastern Community Colleges and wish to transfer to Western Illinois University into the Bachelor of Arts in General Studies (BGS) degree program may be admitted to the degree program as long as the minimum required admission standards have been achieved. A maximum of 80 semester credit hours may be transferred from Illinois Eastern Community Colleges and applied toward the 120 semester hours required for a BGS degree. A student who completes an Associate in Applied Science degree, an Associate of General Studies (AGS), or a student who transfers to the BGS degree program before earning an Associate in Arts, Associate in Science and Arts or an Associate in Science degree, will have his/her transcript evaluated on a course by course basis.

The CEO recommended approval of the Academic Transfer Partnership with Western Illinois University as presented.

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

**#8-E. Telephone Contract with Clearwave Communications:** Alex Cline presented the results of a comprehensive review of IECC's telecommunications services that he and Jack Dunn recently conducted. The analysis found that the District can reduce annual telecommunications costs by more than \$32,000 by the acceptance of the proposal from Clearwave Communications. Clearwave's monthly rates would be \$4,594.61, compared with the current Verizon rate of \$7,312.48, for an annual savings of \$32,614.44. Clearwave approached the District in November 2009 and indicated the company could now provide local telecommunications services within the college district. The company reviewed IECC's current services and developed their proposal. Prior to this proposal, Verizon had been the only local telecommunications carrier in the area. In April 2010 Verizon was contacted to see if the company could provide a similar proposal and the District has yet to receive a proposal from them. AT&T, Wabash Telephone and Norlight were also contacted and none of them provide local service in the IECC area. Communications with the Clearwave representatives have been excellent and the telecommunication changes proposed will reduce operating costs while maintaining the same services. The CEO recommended approval of the Clearwave Communications proposal as presented.

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

**#8-F. Truck Driving Fees:** To comply with the federal government's new requirements for obtaining a truck driving license, Wabash Valley College has submitted curriculum changes

in its Truck Driving Program to the Illinois Community College Board (ICCB). These changes include a curriculum change from offering a series of three courses to a single class called TRK 1201. The federal requirements have also increased the “behind the wheel” time required of a student from 40 hours to 50 hours. The new requirements also make no distinction between “over the road” (OTR) and any other type of licensure. In addition, the cost of operating WVC’s “over the road” training vehicles has increased and it is recommended that the fees for “behind the wheel” driving should be increased from the current \$45 per driving hour to \$50 per driving hour. With the changes from a series of three classes to one class and the increase in the number of hours of driving time required, and the fee increases associated with them, the total cost of the fees will increase from the current \$1,800 to \$2,500 for course completion, effective Fall Semester 2010.

The CEO recommended approval for the change in fees for the WVC Truck Driving Program as outlined.

**Board Action:** Trustee Brenda Culver made a motion to approve an increase in fees for the Truck Driving Program from \$45 to \$50 per driving hour as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-G. Nursing Background Review Vendor and Fees:** The IECC District is required to prepare a background check on all entering nursing students. The student pays the cost, which is currently \$70 and is conducted by Verified Credentials. Verified Credentials is not currently utilizing all data bases and that has caused difficulty within the nursing program. Nursing faculty know students who should have information on record but the information does not show up on the report received. The Nursing Department and Interim President Rodney Raney would like to change to Certified Background, which will allow the district to reduce the cost to students from the current \$70 to \$65. Both Verified Credentials and Certified Background use national databases in their searches; however, Certified Background has unlimited county criminal records. This allows for a more comprehensive search at no additional charge to the students. It is imperative that students with criminal records be identified prior to participating in agency labs to protect patients and affiliating agencies. Early identification will also help students be aware of any issues they may have when they apply for their license. Shawnee Community College and ten Illinois Universities currently use Certified Background and are pleased with the service. Certified Background is also the preferred provider of background checks to the American Association of Colleges of Nursing.

The CEO recommended approval of Certified Background as the company to conduct background checks of IECC nursing students and a reduction in the fee for the background checks to \$65, effective immediately for those students enrolling for the Fall Semester 2010.

**Board Action:** Trustee Michael Correll made a motion to approve Certified Background as the company to conduct background checks of IECC nursing students, and a reduction in the fee for the background checks to \$65, effective immediately for those students enrolling for the Fall Semester 2010, as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.



**#8-H. Certified Nurse Assistant Handbook:** Currently students in the Certified Nurse Assistant (CNA) Program utilize the course syllabi, program description within the catalog, and other handbooks as guidelines for the CNA Program. Tammy Fralicker, Associate Dean of Nursing and Allied Health, has prepared a Basic Nurse Assistant Training Program Student Handbook for Olney Central College. Interim President Rodney Raney has closely monitored and reviewed this handbook. The Handbook sets forth the mission statement, grading policy, evaluation, course attendance, ethical and legal responsibilities, HIPPA and confidentiality requirements, clinical guidelines, cost of the program, and various forms. Although the Handbook was developed for the CNA Program at Olney Central College, other colleges offering CNA will consider and adopt whatever changes are needed to reflect individual college needs.

The CEO recommended approval of the Certified Nurse Assistant Training Program Student Handbook as presented.

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

**#8-I. Employee Health and Dental Insurance Renewal:** Blue Cross Blue Shield (BCBS) has proposed an overall 10% rate increase for the period September 1, 2010 to December 31, 2010. In July 2009, the District was notified that BCBS was asking for a 15% increase in premiums, effective September 1, 2009. The Board commissioned a study to review the existing health plans. A study was conducted and the Board approved changing the health plan to include an HSA/PPO model. The new program was adopted in December 2009 and implemented in February 2010.

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

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

The 10% increase in the BCBS renewal includes an 11% increase in health insurance premiums, and a 4% decrease in dental premiums for an overall increase of 10%. By January of 2011, BCBS and the District will have a more developed history of the HSA plan's effectiveness in holding down costs.

The CEO recommended acceptance of the renewal rates as proposed by BCBS of Illinois, to be effective September 1, 2010 to December 31, 2010. There will be a BCBS review of the District's history in October and a proposal of new rates effective January 1, 2011. This restructuring will place the District's health insurance on a 12-month Calendar-Year cycle. Renewals will be every January 1 thereafter.

**Board Action:** Trustee William Hudson made a motion to accept the renewal rates as proposed by BCBS of Illinois, to be effective September 1, 2010 to December 31, 2010. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

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**#8-J. Consideration and Action on a Resolution Providing for the Issuance of Taxable General Obligation Community College Bonds:** The Chairman announced that the next item on the agenda would be the issuance of the District's general obligation working cash fund bonds and funding bonds, and that the Board of Trustees would consider the adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon.

Whereupon Trustee John Brooks presented the following resolution, copies of which were made available to all in attendance at said meeting who requested a copy:

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

\* \* \*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

*Section 2. Authorization.* It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$2,125,000 upon the credit of the District and as

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

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

|      |             |       |
|------|-------------|-------|
| 2011 | \$1,600,000 | 3.50% |
| 2012 | 1,800,000   | 3.50% |
| 2013 | 850,000     | 3.50% |

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

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

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

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

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

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

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

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

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

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

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence,

the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this resolution shall refer to such new nominee of DTC.

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

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

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

(Form of Bond - Front Side)

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

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

COMMUNITY COLLEGE DISTRICT NO. 529

TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND, SERIES 2010

See Reverse Side for  
Additional Provisions

Interest \_\_\_\_\_ Maturity \_\_\_\_\_ Dated \_\_\_\_\_  
Rate: \_\_\_\_\_% Date: December 1, 20\_\_ Date: August 1, 2010 CUSIP: 763536 \_\_\_\_  
Registered Owner: CEDE & CO.  
Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 1 and December 1 of each year, commencing December 1, 2011, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America at the principal office of First National Bank in Olney, Olney, Illinois, as paying agent and bond registrar (the "*Bond Registrar*"). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

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

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

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

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

\_\_\_\_\_  
Chairman, Board of Trustees  
\_\_\_\_\_  
Secretary, Board of Trustees

Registered, Numbered and Countersigned:

\_\_\_\_\_  
Treasurer, Board of Trustees  
Date of Authentication: \_\_\_\_\_, 20\_\_  
CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:  
First National Bank in Olney,  
Olney, Illinois

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

FIRST NATIONAL BANK IN OLNEY,  
as Bond Registrar

By \_\_\_\_\_  
Authorized Officer

[Form of Bond - Reverse Side]

**COMMUNITY COLLEGE DISTRICT NO. 529  
COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS,  
HAMILTON, JASPER, LAWRENCE, WABASH, WAYNE AND WHITE  
AND STATE OF ILLINOIS**



**TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND, SERIES 2010**

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

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

[8] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing resolution. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date.

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

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

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

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

*Section 6. Sale of Bonds.* The Bonds hereby authorized shall be executed as in this Resolution provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, who receives the taxes of the district, and be by said Treasurer delivered to First Midstate Inc., Bloomington, Illinois, the purchaser thereof (the "Purchaser"), upon receipt of the purchase price therefor, the same being \$4,250,150, plus accrued interest to date of delivery; the contract for the sale of the Bonds heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the Bonds have been sold at such price and bear interest at such rates that neither the true interest cost (yield) nor the

net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law and that the contract for the sale of the Bonds is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the contract for the sale of the Bonds.

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

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

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

| FOR THE YEAR | A TAX SUFFICIENT TO PRODUCE THE SUM OF:  |
|--------------|--|
| 2010         | \$1,844,558.33 for interest and principal up to and including June 1, 2012 (net of capitalized interest) |
| 2011         | \$1,861,250.00 for interest and principal  |
| 2012         | \$ 864,875.00 for interest and principal   |

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

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

*Section 8. Filing of Resolution.* Forthwith upon the passage of this Resolution, the Secretary of the Board is hereby directed to file a certified copy of this Resolution with the County Clerks of The Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, Illinois (the "*County Clerks*"), and it shall be the duty of said County Clerks to annually in and for each of the years 2010 to 2012, inclusive, ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for community college purposes, in order to raise the

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

*Section 9. Use of Bond Proceeds.* The District and the Board hereby covenant that all of the proceeds of the Bonds shall be used in strict compliance with all the requirements of the Act. Accrued interest received on the delivery of the Bonds and premium received on the delivery of the Funding Bonds in the amount of \$150.00 are hereby appropriated for the purpose of paying interest due on the Bonds and are hereby ordered deposited into the Bond Fund. The principal proceeds of the Working Cash Fund Bonds are hereby appropriated for working cash fund purposes, and shall be set aside in a separate fund known and designated as the "Working Cash Fund of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois," which said fund shall be held apart, maintained and administered as hereinabove provided, and shall be used for the purpose and in the manner provided by Sections 3-33.1 to 3-33.6, inclusive, of the Act. The principal proceeds of the Funding Bonds and the remaining premium received on the delivery of the Funding Bonds are hereby appropriated for the purpose of paying the costs of issuance of the Bonds and paying and canceling the Claims, and that portion thereof not needed to pay such costs and issuance shall be used to pay and cancel the Claims.

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

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

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

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

*Section 13. Continuing Disclosure Undertaking.* The Chairman of the Board is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the

provisions of the Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Resolution, the sole remedies for failure to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

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

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

Adopted July 20, 2010.

Trustee John Brooks moved and Trustee Brenda Culver seconded the motion that said resolution as presented be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: John Brooks, Michael Correll, Brenda Culver, G. Andrew Fischer, William Hudson, Walter Koertge and Marilyn Wolfe and the following Trustees voted NAY: None.

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

\* \* \*

**#8-K. Affiliation Agreement with Back to Action Chiropractic – Medical Office**

**Assistant:** IECC wishes to enter into an affiliation agreement with the Back to Action Chiropractic Medical Office, located in Flora, Illinois. This affiliation agreement is for the OCC Medical Office Assistant Program and is the standard affiliation agreement for this program. The CEO recommended approval of this affiliation agreement.

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

**#8-L. Affiliation Agreement with Lawrence Community Health Care – Basic Nurse**

**Assistant:** IECC wishes to enter into an affiliation agreement with the Lawrence Community Health Care, located in Bridgeport, Illinois. This affiliation agreement is for the FCC Basic Nurse Assistant Program and is the standard affiliation agreement for this program. The CEO recommended approval of this affiliation agreement.

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

**AGENDA #9– “Bid Committee Report”** – The CFO presented the following recommendations of the Bid Committee, followed by Board action as recorded.

**#9-A. IECC – Janitorial Equipment, Supplies & Office Copy Paper:** The CFO presented the recommendation of the Bid Committee to accept bids from the following vendors for janitorial equipment and supplies and office copy paper:

All Type Vacuum & Janitorial Supplies, St. Louis, MO, \$6,370.52; American Sanitary Supply, Evansville, IN, \$1,511.40; Black & Company #12, Effingham, IL, \$1,512.00; Hillyard, Maryland Hts, MO, \$386.55; HP Products, Indianapolis, IN, \$7,259.15; Industrial Soap, St. Louis, MO, \$5,293.84; New System, Earth City, MO, \$1,083.91; Quill Corp., Lincolnshire, IL, \$67.59; Pro-Tex-All, Evansville, IN, \$1,210.00; Royal Wholesale, Mt. Vernon, IL, \$5,785.65; Reppert’s Office Supply, Carmi, IL, \$124.74; Stiles Office Solutions, Carbondale, IL, \$64.08; W. W. Grainger, Indianapolis, IN, \$1,237.00. Grand Total: \$31,906.43.

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

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

**Board Action:** Trustee Brenda Culver made a motion to accept the bids as outlined for janitorial equipment and supplies and office copy paper as recommended. Student Trustee Laurel Pennington seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

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

**#10-A. Financial Reports:** The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$3,931,041.93, as of June 30, 2010 (prior to the accrual run and year-end adjusting journal entries).

**#10-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for July 2010, totaling \$1,423,037.53, 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 July 2010, in the amounts listed, and payments from the revolving fund for June 2010. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Michael Correll, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent:

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

**AGENDA #11 – “Chief Executive Officer's Report”** – CEO Terry Bruce presented informational reports relative to the following topics:

1. The Higher Learning Commission recently conducted a visit of IECC off-campus sites and no deficiencies were found.
2. FCC Report: A report is being filed with the Federal Communications Commission (FCC) listing the members of the Board of Trustees as owners of the WVC campus radio station WVJC.
3. Enrollment: District-wide enrollment is up 1% over enrollment at this same time one year ago.

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

**AGENDA #13 – “Approval of Executive Session Minutes”** – The Board of Trustees did not hold an executive session at the regular meeting, Tuesday, June 15.

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

#### **400.1. Employment of Personnel**

- A. Faculty
  1. Donald Cruz, Workforce Education Instructor, effective August 1, 2010.
- B. Professional/Non-Faculty
  1. Clint Burris, Head Women’s Basketball Coach, OCC, effective July 22, 2010.
  2. Kevin Emerick, Head Men’s Basketball Coach, LTC, effective July 12, 2010.
  3. Linda Miller, Program Director of Cosmetology, OCC, effective July 22, 2010.

#### **400.2. Temporary Employment**

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

#### **400.3. Retired Faculty Adjunct Pay Rate**

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

\$480 per equated hour (load hour), effective Fall 2010.

\$500 per equated hour (load hour), effective Fall 2011.

**400.4. Approval to Hire Faculty Prior to August Board Meeting:** The CEO was given authorization to hire faculty as needed prior to the August meeting of the Board of Trustees.

**400.5. Request for Approval of Proposed Non-College Employment**

A. Faculty

1. Brenda Grove, United Methodist Village, Lawrenceville, IL, approximate time per academic year 480 hours.

2. Brenda Grove, Lake Land College, Robinson Correctional Center, approximate time per academic year 100 hours.

3. Brenda Grove, Robinson Correctional Center, Robinson, IL, approximate time per academic year 100 hours.

4. Angelia Williams, Indiana Wesleyan University, Marion, IN, approximate time per academic year 100 hours.

**400.6. Annual Review of FMLA Taken During 2010 Fiscal Year**

A. Birth of Child

1. 9 weeks

2. 4 weeks

B. Personal Illness

1. 12 weeks

2. 10 weeks

3. 6 weeks

C. Family Illness

1. 2 weeks, intermittent

2. 7 weeks, intermittent

**400.7. Retirement**

A. Administrative

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

**400.8. Resignations**

A. Faculty

1. Alan O'Keefe, Physics Instructor, effective June 28, 2010.

2. Jill Stukenberg, English Instructor, effective July 7, 2010.

**Personnel Report Addendum**

**400.9. Resignations**

A. Professional/Non-Faculty

1. Brian Haskins, Director of Learning Skills Center/Advisor, LTC, effective August 7, 2010.

B. Classified

1. Joseph Clodfelter, Information Systems Technician, LWIA Grant, effective August 4, 2010.

**#14-A. Board Action to Amend Personnel Report:** Trustee Marilyn Wolfe made a motion to amend the Personnel Report, to add an addendum containing Section 400.9, as recommended. Student Trustee Laurel Pennington seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

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

**AGENDA #15 – “Collective Bargaining”** – None.

**AGENDA #16 – “Litigation”** – None.

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

**AGENDA #18– “Other Items”** – None.

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

Approved: Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_



**Agenda Item #1**

**Call to Order and Roll Call**

**Agenda Item #2**

**Disposition of Minutes**

**Agenda Item #3**

**Recognition of Visitors and Guests**

**A. Visitors and Guests**

**B. IECEA Representatives**

**Agenda Item #4**

**Public Comment**

**Agenda Item #5**

**Reports**

**A. Trustees**

**B. Presidents**

**C. Cabinet**

**Coal Mining Technology/Telecom**

**Agenda Item #6**

**Policy First Reading (and Possible Approval)**

**None**

***Agenda Item #7***

**Policy Second Reading**

**None**

**Agenda Item #8**

**Staff Recommendations for Approval**



**Agenda Item #8A**

**Tentative Budget**

MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: August 17, 2010  
RE: FY2011 Tentative Budget

Pursuant to the action of the Board, a tentative FY2011 budget was made available to the public on August 6<sup>th</sup> and will remain available for public inspection through the scheduled September 21st Budget Hearing and Board meeting. Publication of the budget's availability and notice of the public hearing was made in district newspapers.

The tentative FY2011 budget was sent to the Board of Trustees under separate cover. The tentative budget projects operating revenues of \$31,507,080 for the Education Fund and the Operations and Maintenance funds, an increase of \$59,130 over the FY2010 budget.

FY2011 budgeted operating expenditures and transfers for the Education and Operations and Maintenance Funds total \$31,507,080, a decrease of \$940,870 from the FY2010 budget.

The tentative budget document represents the current and best judgment of the district administration relative to anticipated revenues for fiscal year 2011. 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 21<sup>st</sup>, prior to action on a final budget.

As required by law, a Budget Hearing will be held on September 21, 2010 and following the hearing, a final FY2011 budget will be presented to the Board for its approval.

I recommend that the Board of Trustees accept the tentative budget as presented.

TLB/rs

**Agenda Item #8B**

**Capital Renewal Grant Funds Resolution**

MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: August 17, 2010  
SUBJECT: Resolution for FY2010 Capital Renewal Grant Funds Application

The attached Resolution for Capital Renewal Grant Funds application is a required part of the Capital Renewal application process.

I would request that the Board of Trustees adopt the attached resolution and that it be included in the FY2010 Capital Renewal application.

TLB/rs

Attachment

## **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 FY2010 Capital Renewal Grant Application and attachments thereto, including justification narration and project scope, with an estimated cost of \$207,300, as follows:

1. The capital renewal allocated amount is \$207,300.
2. The estimated project budget is hereby approved in the following amounts:

|                                 |               |
|---------------------------------|---------------|
| FCC: New parking lot            | \$160,000     |
| Subtotal                        | 160,000       |
| Contingency                     | 16,000        |
| Construction Administration Fee | 4,800         |
| A/E Compensation                | <u>26,500</u> |
| Total Estimated Project Cost    | \$207,300     |

Resolution adopted by roll call vote this 17th day of August 2010.

Approved:    Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_

**Agenda Item #8C**

**Capital Renewal Grant Funds Application**

MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: August 17, 2010  
SUBJECT: FY2010 Capital Renewal Application

On November 18, 2003 the Board of Trustees submitted a Capital Renewal Application for FY2004 Capital Renewal funds. The application was approved by ICCB and the Capital Development Board. However, FY2004 Capital Renewal funds were never released to perform the work.

The projects listed in that original application became such priorities that they were completed with other funding, namely use of Protection Safety and Health Safety Bond funds.

On May 17, 2010 the District received notification that FY2010 Capital Renewal funds in the amount of \$207,300 were being released to IECC. The District was told that if the original projects in the FY2004 applications were no longer relevant, that the District could submit a new application with updated projects.

After a review of all the possible uses of the Capital Renewal Grant, a decision was made that the parking lot at Frontier was the most critical need in the District. Enclosed is Illinois Eastern Community Colleges FY2010 Capital Renewal Grant application with an estimated cost of \$207,300.

I request that the Board of Trustees approve this Capital Renewal Grant application as presented so that it may be submitted to the Illinois Community College Board.

TLB/rs

Enclosures

**CAPITAL PROJECT APPLICATION FORM**  
*(One Application Form per Project)*

District/College and District # Illinois Eastern Community Colleges District #529

Contact Person Roger Browning, CFO

Project Title New Parking Lot – Frontier Community College, Fairfield, Illinois

Project Budget \$207,300 ( ) check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date: July 13, 2010

**Application Type (check the appropriate application type and follow instructions):**

- Locally Funded New Construction--complete/submit Sections I, II and III.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.  
 ADA Project--complete/submit Section I, Attachment ADA and the Architect Recommendation form.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

**Section II**

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes  No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.  
Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?  
Yes  No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

---

**Section III**

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)



## **Programmatic Justification and Scope of Work**

## **Programmatic Justification**

Provide an explanation of the programmatic impact of the proposed project.

Existing parking lots at Frontier Community College are often times full and overflowing, causing students and staff to park along the public roadway. The street has no shoulders and is flanked on both sides by storm drainage ditches, resulting in cars partially blocking the street and people walking along the street, causing a pedestrian hazard and a traffic hazard. This project will add approximately 42 new parking spaces. This will provide needed parking for all classroom buildings on campus.

## **Scope of Work**

Provide an explanation of the specific work to be performed as part of this project.

The scope of work consists of a new parking lot which will be reinforced concrete on a granular base. Site lighting will be provided as an extension of the lighting system on existing lots. Sidewalks will be provided as needed.

Attachment #1  
Project Budget

Check One:

- New Construction
- Remodeling

**Project  
Name**

New Parking Lot – Frontier Community College

|  | <u>Budget<br/>Amounts</u> |
|--|---------------------------|
| Land   |                           |
| Site Development   | 0                         |
| Construction (including Fixed Equipment)                 | 160,000                   |
| Mechanical   | 0                         |
| Electrical   | 0                         |
| General Conditions (CDB Construction Administration Fee) | 4,800                     |
| Contingency (10%)  | 16,000                    |
| A/E Professional Fees and<br>Reimbursables               | 26,500                    |
| Total  | \$207,300                 |

**Protection, Health and Safety Project  
Name**

|                       | Budget Amounts |
|-----------------------|----------------|
| Project Costs         |                |
| Contingency           |                |
| A/E Professional Fees |                |
| Total                 |                |

**Attachment #2  
Funding Source**

**District/College Name** Illinois Eastern Community Colleges  
**Project Name** FY2004 Capital Renewal Projects

**Check the source(s) of funds:**

Available fund balance \_\_\_\_\_ Fund name(s): \_\_\_\_\_  
(Including excess funds from  
previously approved protection,  
health, and safety projects)

Bond Proceeds \_\_\_\_\_ Type of bond issuance(s): \_\_\_\_\_  
(including protection, health,  
and safety bonds)

Protection, Health and \_\_\_\_\_ Tax rate/fiscal year: \_\_\_\_\_  
Safety Tax Levy  
(ILCS 805/3-20.3.01)

Contract for Deed \_\_\_\_\_ Term of Contract for Deed in months: \_\_\_\_\_  
(ILCS 805/3-36)

Lending Arrangement with a \_\_\_\_\_ Term of Lending Arrangements in months: \_\_\_\_\_  
Financial Institution  
(ILCS 805/3-37)

Lease Agreement \_\_\_\_\_ Term of Lease in months: \_\_\_\_\_  
(ILCS 805/3-38)

Capital Renewal Funding \_\_\_\_\_  Proposed Fiscal Year Source(s): FY 2010

ADA \_\_\_\_\_  
Access for All Funding \_\_\_\_\_ Proposed Fiscal Year Source(s)

|   |                                    |                                      |
|---|------------------------------------|--------------------------------------|
| <b>Date Sent to CDB:</b>  | <b>For CDB Board Meeting Date:</b> | <b>Date Received by CDB:</b>         |
| <b>CONTACT PERSON:</b>  | <b>PHONE NO:</b>                   | <b>FAX NO.</b>                       |
| <u>HIGHER</u>   |                                    |                                      |
| <u>EDUCATION A/E RECOMMENDATION FORM</u>  |                                    |                                      |
| <b>CDB Project No.:</b>   | <b>Appropriation Amount:</b>       | <b>Estimated Total Project Cost:</b> |
|   | \$207,300                          | \$207,300                            |
| <b>Project Title and Location:</b>  |                                    |                                      |
| New Parking Lot – Frontier Community College, Fairfield, Wayne County, Illinois   |                                    |                                      |
| Project Scope of Work:<br>Construct new 42 space concrete parking lot.  |                                    |                                      |
| <b>This Firm is Recommended Because:</b><br>Illinois Eastern Community Colleges has had a very satisfactory on-going relationship with Image Architects for 24 years. They are intimately familiar with our campuses and grounds. |                                    |                                      |
| <b>#1 Architect/Engineer-Name/Address</b>   |                                    |                                      |
| Image Architects Inc.<br>1118 West Main Street<br>Carbondale, Illinois 62901  |                                    |                                      |
| <b>Total number of “Staff” Team assigned to this Project:</b> 3 (Architect, Technician, Construction Administrator), plus project principal   |                                    |                                      |
| <b>Total number of “Licensed” Team assigned to this Project:</b> 1, plus project principal  |                                    |                                      |
| <b>Percent of Work to be completed by: Prime 90% Consultants 10%</b>  |                                    |                                      |
| Is the Prime firm or any of its consultants a certified M/FBE: Yes No X <input type="checkbox"/> Prime is FBE   |                                    |                                      |
| <b>Consultants Anticipated for this Firm:</b>   |                                    |                                      |

| <b>Name/Address</b>  | <b>Type of Work</b>    | <b>% of Work</b> |                  |
|--|------------------------|------------------|------------------|
| Horner & Shifrin Inc.<br>5200 Oakland Ave.<br>St. Louis, MO 63110-1490 | Electrical Engineering | 10%              | <u>/FBE - No</u> |

**#2 Architect/Engineer-Name/Address**

**Total number of "Staff" Team assigned to this Project**

**Total number of "Licensed" Team assigned to this Project:**

**Percent of Work to be completed by: Prime Consultants**

Is the Prime firm or any of its consultants a certified  
M/FBE: Yes            No            Consultant is MBE

**Consultants Anticipated for this Firm:**

| Name/Address | Type of Work | % of Work | M/FBE |
|--------------|--------------|-----------|-------|
|--------------|--------------|-----------|-------|

**#3 Architect/Engineer-Name/Address**

**Total number of "Staff" Team assigned to this Project:**

**Total number of "Licensed" Team assigned to this Project**

**Percent of Work to be completed by: Prime Consultants**

Is the Prime firm or any of its consultants a certified  
M/FBE: Yes            No  Consultant is FBE

**Consultants Anticipated for this Firm:**

| Name/Address | Type of Work | % of Work | M/FBE |
|--------------|--------------|-----------|-------|
|--------------|--------------|-----------|-------|



| <b>SUMMARY OF A/E SELECTION PROCESS</b>   |  |
|---|--|
| <b>DATE OF ADVERTISEMENT:</b>   |  |
| <b>NUMBER OF SUBMITTALS:</b>  |  |
| <b>NUMBER OF MINORITY OWNED FIRMS:<br/>(MUST BE CERTIFIED WITH CMS OR IDOT)</b> |  |
| <b>NUMBER OF FEMALE OWNED FIRMS:</b>  |  |
| <b>DATE OF INTERVIEWS:</b>  |  |
| <b>NUMBER OF INTERVIEWS:</b>  |  |
| <b>APPROVED AT BOARD OF TRUSTEES MEETING DATE:</b>                              |  |

**ARCHITECT RECOMMENDATION FORM**

(To Be Submitted For Capital Renewal or ADA proposed projects)

1. Provide your preference for architectural and/or engineering services:

- Capital Development Board in-house services (skip to 2)
- Capital Development Board to select A/E firm (skip to 2)
- Using an A/E firm with whom we have a satisfactory relationship. *Attach a separate letter which states the projects completed over the last five years by the A/E firm and the college's satisfaction with that work. List the A/E firm below (only one needed).*
- College recommended A/E firm (must supply the name, address, phone number, and contact person of your top three choices).

1st Choice: Image Architects Inc.  
1118 West Main Street  
P.O. Box 850  
Carbondale, IL 62901

2<sup>nd</sup> Choice: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3rd Choice:

Provide the following if the A/E firm was college recommended:

The firm recommended \_\_\_\_\_ is not \_\_\_\_\_ (*is or is not*) CDB certified as a minority business enterprise/female business enterprise company.

The firm recommended was chosen using a quality-based selection process.  
 Yes  No

If A/E firm will use a consultant, please provide the following information:

Name of consultant/firm Horner & Shifrin Inc.  
Type of work to be performed (mechanical, electrical, etc.) Electrical  
Percentage of work estimated to be completed by a consultant 10%  
No Minority or No Female owned business? Yes or No

2. Please attach a copy of the local board minutes approving the project.

*Please return this form along with any attachments and the board minutes to:*  
Edward Smith  
Director for System Finances  
Illinois Community College Board  
401 East Capitol Avenue

Springfield, Illinois 62701-1711

ATTACHMENT TO APPLICATION FOR  
CAPITAL RENEWAL GRANT FUNDS

Illinois Eastern Community Colleges District No. 529  
July 13, 2010

3. Estimated Project Budget:

|   |                  |
|---|------------------|
| 42 Parking spaces at \$3,500 per space              | 147,000          |
| Miscellaneous Demolition and Tie-in to Existing Lot | <u>13,000</u>    |
| Subtotal  | \$160,000        |
| Contingency   | 16,000           |
| Construction Administration Fee                     | 4,800            |
| A/E Compensation (Including CAF)                    | 18,600           |
| On-Site Observation & Reimbursables                 | <u>7,900</u>     |
| <b>Total Estimated Project Cost</b>                 | <b>\$207,300</b> |

**Agenda Item #8D**

**Affiliation Agreement with Alka Family Chiropractic (Medical Office Assistant)**

**Agenda Item #8D**

MEMORANDUM

TO: Board of Trustees  
FROM: Terry L. Bruce  
DATE: August 17, 2010  
RE: Affiliation Agreement with Alka Family Chiropractic (Medical Office Assistant)

IECC wishes to enter into an affiliation agreement with the Alka Family Chiropractic Center located in Mt. Carmel, Illinois.

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

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

TLB/rs

Attachment

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

**AGENCY AGREEMENT**

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

**WITNESSETH THAT:**

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

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

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

1. The AGENCY agrees to make its facilities available for medical office assistant internship training subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Coordinator of the Medical Office Assistant Program on behalf of OLNEY CENTRAL COLLEGE and the Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the training.
3. OLNEY CENTRAL COLLEGE Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the OLNEY CENTRAL COLLEGE Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.
4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The OLNEY CENTRAL COLLEGE Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the OLNEY CENTRAL COLLEGE Program Coordinator who will remove the student(s) from the internship.
5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.

This agreement forbids discrimination against any student on the basis of age, color, race, national origin, gender, religion, or disability unrelated to the reasonable physical requirements of the job.

6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.
7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, OLNEY CENTRAL COLLEGE Program Coordinator and student(s). Compensation is not a requirement. Neither OLNEY CENTRAL COLLEGE or AGENCY hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Student(s) shall be

covered by professional liability insurance through OLNEY CENTRAL COLLEGE prior to any assignment at the AGENCY.

8. An annual review of the agreement may be made each spring if either party requests the review. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in OLNEY CENTRAL COLLEGE's Medical Office Assistant Program, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their experience needed for graduation at the AGENCY.

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

AGENCY  
Alka Family Chiropractic Center

OLNEY CENTRAL COLLEGE

\_\_\_\_\_  
Chair, IECC Board of Trustees

\_\_\_\_\_  
President, Olney Central College

\_\_\_\_\_  
Dean, Olney Central College

\_\_\_\_\_  
Administrator, Hospital or Agency

\_\_\_\_\_  
Internship Program Coordinator

\_\_\_\_\_  
Chief Executive Officer,  
Illinois Eastern Community Colleges

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

September 4, 2008



**Agenda Item #9**

**Bid Committee Report**

Lincoln Trail College

Process Technology Equipment

Wabash Valley College

Energy Technology Equipment

Advanced Manufacturing Technology Equipment

BID COMMITTEE REPORT

AUGUST 17, 2010

Lincoln Trail College  
Process Technology Equipment

Wabash Valley College  
Energy Technology Equipment  
Advanced Manufacturing Technology Equipment

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – LTC - Process Technology Equipment  
WVC – Energy Technology Equipment  
WVC -Advanced Manufacturing Technology Equipment

DATE: August 17, 2010

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

Acrylic Distillation Tower

No bids received. Bid Committee recommends rebidding this item.

Level & Flow Control Learning System Workstation

Bid Committee recommends acceptance of the low bid received from Design Assistance Corporation for a total bid of \$24,530.00. Vendor is unable to complete delivery within expected time, but specifications allow District to approve a later delivery date.

Forklift

Bid Committee recommends acceptance of the low bid received from Black Equipment Company for a total bid of \$14,500.00. The bid meets all specifications.

Grid-Tie System

Bid Committee recommends acceptance of the bid received that meets all specifications from Advanced Energy Solutions for a total bid of \$14,216.29.

Acrylic Heat Exchanger

Bid Committee recommends acceptance of the low bid received that meets specifications from Aidex (Williams Crow, Inc) for \$16,927.00. Vendor is unable to complete delivery within expected time, but specifications allow District to approve a later delivery date. The lowest bid from Design Assistance Corporation (DAC) was for a static trainer that does not flow any liquid. The equipment specification required “visual observation of flow,” (a dynamic trainer).

HVAC Training System

Bid Committee recommends acceptance of the only bid received from Aidex (Williams Crow, Inc) for a total bid of \$18,890.00. Vendor is unable to complete delivery within the expected time, but specifications allow District to approve a later delivery date.

Hydraulic Training System

Bid Committee recommends acceptance of the bid received from Aidex (Williams Crow, Inc) for a total bid of \$41,790.00. Vendor is unable to complete delivery within expected time, but specifications allow District to approve a later delivery date.

Knee Mill

Bid Committee recommends acceptance of the low bid received that meets specifications from Municipal Tool & Machinery for a total bid of \$9,825.00. Brown Machinery had the lowest bid but did not meet specifications because digital readout, shipping, and set-up were not included in quoted price.

Lathes 1 or 2

Bid Committee recommends acceptance of the low bid received that meets all specifications from Municipal Tool & Machinery for a total bid of \$9,601.00 for one (1) lathe.

Surface Grinder

Bid Committee recommends acceptance of the low bid received that meets specifications from Municipal Tool & Machinery for a total bid of \$8,603.00. Brown Machinery had the lowest bid but did not meet specifications because shipping and set-up were not included in quoted price.

A bid tabulation sheet is attached.

Acceptance of all bids is subject to Department of Labor approval.

Respectfully submitted,

Terry Bruce  
Mike Gill  
Harry Hillis, Jr.

Source of Funds: Department of Labor Grant

Department: LTC - Process Technology Equipment  
WVC – Energy Technology Equipment  
WVC -Advanced Manufacturing Technology Equipment

Rationale for Purchase:

Level & Flow Control Learning System Workstation – Equipment provides hand-on training relating to the measurement and control of process variables including level, pressure, and flow.

Forklift - This forklift will provide hands-on training opportunities for maintenance and operation.

Grid-Tie System- This solar panel system will provide hands-on training opportunities for installation, operation, and maintenance.

Acrylic Heat Exchanger – Students will encounter many heat exchangers as operators in process technology jobs. This small scale equipment will give them hands-on experience on how heat exchangers work.

HVAC Training System - Equipment allows hands-on training opportunities in installation and maintenance of air conditioning and heat pump systems.

Hydraulic Training System- Equipment teaches hydraulic troubleshooting by providing a hands-on learning station that models a real world hydraulically powered machine. These hydraulic skills are necessary for maintenance of windmills, a new technology in high demand.

Knee Mill- A vertical mill is basic yet versatile equipment in a machine shop or a manufacturer's maintenance shop. This mill will provide hands-on opportunities for instructing students in skills necessary for manufacturing.

Lathes 1 or 2- A lathe is basic yet versatile equipment in a machine shop or a manufacturer's maintenance shop. This lathe will provide additional hands-on opportunities for instructing students in skills necessary for manufacturing.

Surface Grinder- This surface grinder will provide hands-on opportunities for instructing students in skills necessary for a machine shop or in a manufacturer's maintenance shop.

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

**BID TABULATION**  
**LTC - Process Technology Equipment**  
**WVC – Energy Technology and Advanced Manufacturing Technology Equipment**

| Qty.   | Equipment                         | Vendors                              |                               |                                       |                                      |  |                                      |                                     |   |
|--------|-----------------------------------|--------------------------------------|-------------------------------|---------------------------------------|--------------------------------------|--|--------------------------------------|-------------------------------------|---|
|        |                                   | Advanced Energy Solutions Pomona, IL | Aidex Education Lexington, OH | Black Equipment Evansville, IN        | Brown Machinery Maryland Heights, MO | Design Assistance Corp. Swedesboro, NJ | Hartwig St. Louis, MO                | JBH Tech. Glenview, IL              | Municipal Tool & Machinery Maryland Heights, MO |
| 1      | Acrylic Distillation Tower*       | \$                                   | \$                            | \$                                    | \$                                   | \$                                     | \$                                   | \$                                  | \$  |
| 1      | Level & Flow Control Workstation* |                                      | 26,980.00                     |                                       |                                      | 24,530.00                              |                                      |                                     |   |
| 1      | Forklift (used) ***               |                                      |                               | Used<br>14,500.00<br>New<br>24,118.17 |                                      |  |                                      |                                     |   |
| 1      | Grid-Tie System**                 | 14,216.29                            |                               |                                       |                                      |  |                                      |                                     |   |
| 1      | Acrylic Heat Exchanger*           |                                      | 16,927.00                     |                                       |                                      | (C)<br>4,789.00                        |                                      |                                     |   |
| 1      | HVAC Training System***           |                                      | 18,890.00                     |                                       |                                      |  |                                      |                                     |   |
| 1      | Hydraulic Training System**       |                                      | 41,790.00                     |                                       |                                      |  |                                      |                                     |   |
| 1      | Knee Mill***                      |                                      |                               |                                       | (A)<br>7,850.00                      |  | 18,010.00                            | 11,765.00                           | 9,825.00  |
| 1 or 2 | Lathes***                         |                                      |                               |                                       | (1)<br>13,760.00                     |  | (1)<br>13,685.00<br>(2)<br>26,870.00 | (1)<br>9,601.00<br>(2)<br>19,002.00 |   |
| 1      | Surface Grinder***                |                                      |                               |                                       | (B)<br>7,850.00                      |  | 13,640.00                            | 10,640.00<br>alt.<br>14,180.00      | 8,603.00  |

- (A) Does not meet specs – Digital Readout, shipping, and set-up not included in price.
- (B) Does not meet specs- Shipping and set-up not included in price.
- (C) Does not meet specs – “Static” rather than “Dynamic” trainer that was specified.  
Equipment specs required “visual observation of flow”.

- \* LTC Process Technology
- \*\* WVC Energy Technology
- \*\*\* WVC Advanced Manufacturing Technology

## Item #1 of 1

### Acrylic Distillation Tower (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

### Power Requirements

Any power requirements should be 115 VAC 1-phase.

### Specifications

Equipment should represent a working model of a distillation column which utilizes packing, trays, and includes a reboiler style heat exchanger.

The equipment should consist of acrylic or similar transparent substances for visual observation of flows through the column model and include a rotometer to measure flows during working demonstrations.

Equipment should be able to demonstrate a representation of the operations and functions of a distillation column by utilizing water and air traveling through the column model.

Overall height of the working distillation column model should be no less than 84 inches and be intended as a floor model.

Equipment should include any safety components as required to meet code requirements.

### Manuals

If available, equipment should be delivered with two full sets of student learning activities, instructor assessment guides (curriculum, assessments), and operating manuals both on CD and in print.

### Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

### Warranty

Standard parts and labor warranty must be included on all components.



Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Lincoln Trail College  
Williams Hall Building  
11220 State Highway 1  
Robinson, IL 62454

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Level & Flow Control Learning System Workstation** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 115 VAC 1-phase.  
Control panel power supply should be 24 VDC.

Specifications

Equipment should be bench-top or table-top mountable with industrial grade components that allow for study and testing in a broad range of process control methods.

Equipment should incorporate but not be limited to:

- PLC interface
- Programmable process meter
- Control relays
- Centrifugal pump
- Proportional valve
- Pneumatic regulator
- Pressure gauges
- Ball valves
- Flow meter
- Liquid level transducer
- Flow transducer
- Ground fault circuit interrupter
- Safety components as required to meet code requirements

Equipment should also include but not be limited to:

- PID controller
- Ultrasonic liquid level transducer
- Differential pressure transmitter with digital display

Equipment should be designed so that students can observe and control both liquids and gases in a precise manner and observe pressures both upstream and downstream of major components.

Equipment should also be capable of manual control.

Manuals

Equipment must be delivered with two full sets of student learning activities, instructor assessment guides (curriculum, assessments), and operating manuals both on CD and in print.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

Standard parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Lincoln Trail College  
Williams Hall Building  
11220 State Highway 1  
Robinson, IL 62454

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Forklift** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be used equipment of recent manufacture, in excellent condition, and not needing any repairs. Repair and service within 1 hour of Mount Carmel is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Specifications

The forklift must have <= 1000 operating hours and meet the following specifications:

- Lift Capacity 7,000# or greater
- Mast maximum fork height 126" or greater
- Hi-Vis mast
- Fork length: 42" or greater
- Power side shift
- Power steering
- Back up alarm
- Transmission: 1 speed
- Maximum travel speed: 11 mph or greater
- Engine: 4 cylinders
- Fuel: LPG with two (2) fuel cylinders
- Low LPG warning light
- Tires: pneumatic foam filled

The forklift must meet or exceed any and all applicable safety and EPA standards.

Manuals

Equipment must be delivered with two full sets of operating and service manuals.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

Minimum warranty of either 2000 hours or one year parts and labor must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
Advanced Technology Center  
214 W. 3<sup>rd</sup> Street  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Grid-Tie System** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

1000 PhotoVoltaic watts, consisting of qty 5 of 200 watt modules  
3600 Backup Watts and Output 120 Volts AC

Specifications

The Grid-Tie System shall be industrial grade components that provide back-up AC power as part of a solar technology training program. The equipment must include, but is not limited to, the following components that satisfy all code requirements:

- 3 phase 208V service bimodal inverter
- Modules
- Array wiring
- Combiner boxes
- Roof mounting structures: Unirac or equivalent
- Inverters/Control systems with required disconnects and over-current safeguards
- 48Volt battery bank
- Batteries must be contained within an enclosed rack.

Manuals

Equipment must be delivered with two full sets of student learning activities, instructor guides, and operating manuals both on CD and in print.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

Minimum one year parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
Applied Arts Building (Energy Technology)  
2200 College Drive  
Mt. Carmel, IL 62863

In order to enhance the learning experience for WVC students, installation must occur during class time as an exercise utilizing those students. This is forecasted to occur during fall semester 2011. Installation cost should be itemized separately within bid. Payment for installation will be made after equipment delivery but prior to installation actually occurring, with the vendor guarantee that installation will still occur according to these terms.

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Acrylic Heat Exchanger** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 115 VAC 1-phase.

Specifications

Equipment should demonstrate a working model of a U-tube and shell heat exchanger.

The equipment should consist of acrylic or similar transparent substances for visual observation of flows through the entire exchanger model.

Equipment should be of table-top design and should incorporate a pumping system with supply tanks to move water or similar liquids through both the U-tubes and the shell side of the exchanger model.

Equipment should include any safety components as required to meet code requirements.

Manuals

If available, equipment should be delivered with two full sets of student learning activities, instructor assessment guides (curriculum, assessments), and operating manuals both on CD and in print.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

Standard parts and labor warranty must be included on all components.



Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Lincoln Trail College  
Williams Hall Building  
11220 State Highway 1  
Robinson, IL 62454

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**HVAC Training System** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 208 volt 3 phase.  
Control voltage should be 115 volt single phase.

Specifications

The HVAC Training System shall be mobile, industrial grade components that are required to teach thermal processes and the heating/cooling of spaces. The equipment must include, but is not limited to, the following components that satisfy all code requirements:

- Compressor
- Gauge/manifold assembly
- Expansion valves
- Instrumentation
- Evaporators/condensers
- Reversing valves
- Refrigeration components
- Safety components

Equipment should be designed so that computer based faults can be inserted for troubleshooting.

Bid must include equipment for refrigeration charging and recovery per EPA requirements.

Manuals

Equipment must be delivered with two full sets of student learning activities, instructor guides, and operating manuals both on CD and in print.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

One year parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
Advanced Technology Center  
214 W. 3<sup>rd</sup> Street  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Hydraulic Training System** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 208 volt 3 phase.

The power unit must have tandem pumps (one fixed and one pressure compensated).

Specifications

The Hydraulic Training System shall be mobile, industrial grade components that are required to teach hydraulic processes. The equipment must include, but is not limited to, the following components:

- Unloading valve network
- Accumulator network
- Work cylinder network with pressure reducing valve and pilot operated check valves
- Clamp cylinder network with pressure reducing valve and pilot operated check valves
- Motor network with cross cushion relief valve
- Multiple pressure relief valve network
- Flow control valves (dial and sandwich)

- PLC control unit
- Dual load unit--inertial and friction type
- Overrunning load circuit network
- Compression load circuit network
- Running load circuit network

- At least 40 hours of true curriculum
- At least 50 hands-on assessments
- Manual fault system with 40 hydraulic and electric faults

- Hand tool package for operating and maintaining hydraulic trainer
- Hydraulic oil for the trainer

Manuals

Equipment must be delivered with two full sets of student learning activities, instructor assessment guides (curriculum, assessments), and operating manuals both on CD and in print.

Training

Bid must include operator training for two instructors to be held within 1 month after equipment delivery.

Warranty

Minimum one year parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
Applied Arts Building (Diesel Equipment Technology)  
2200 College Drive  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Knee Mill** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 208 volt 3 phase.

Specifications

The knee mill must meet the following specifications:

- Table: 9" x 42" (or longer) with minimum 28" travel
- Saddle travel:  $\geq 12$ "
- Quill diameter:  $\geq 3.375$ "
- Quill travel:  $\geq 5$ "
- Ram travel:  $\geq 12$ "
- Knee travel:  $\geq 15$ "
- Variable speed with dual ranges ( $\leq 70$  rpm to  $\geq 4000$  rpm)
- T-slots:  $5/8$ "
- Spindle: R8 taper
- Power quill feed
- Longitudinal power feed
- Min. 3hp motor
- Digital read-out
- Standard R8 collet set

The knee mill must meet or exceed any and all applicable safety standards as set forth by CE.

Manuals

Equipment must be delivered with two full sets of operating and service manuals.

Warranty

Minimum one year parts warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
IS Building  
2200 College Drive  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Lathes** (Quantity 1 or 2)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Please provide a bid for the purchase of one (1) lathe and an alternate bid for the purchase of two (2) lathes. If 2 lathes are purchased, they must be identical.

**Power Requirements**

Any power requirements should be 208 volt 3 phase.

**Specifications**

The lathes must meet the following specifications:

- Lathe should possess 14" swing and be 40" between centers
- Minimum 8" cross slide travel
- Tailstock with standard MT#3 or larger
- Tailstock spindle diameter 1.5" or greater
- Tailstock spindle travel 4" or greater
- Headstock to be gear driven
- Spindle bore: 1-9/16" (1.5625") or greater
- Spindle type: Camlock
- Minimum 8 spindle speeds, from < 85 rpm to >= 2000 rpm
- Provisions for both ANSI and Metric threading (3-56 TPI, 0.25-6mm)
- Longitudinal feeds from 0.002-0.035" per revolution (or greater range)
- Interlock between feed and thread selection
- Minimum 3HP motor
- Digital read-out
- Tooling package: 4 jaw chuck, 3 jaw chuck, steady rest, face plate, live tailstock center, drill chuck

The lathes must meet or exceed the following safety requirements.

- International safety standards and CE regulations
- Torque limit protection of gearbox and leadscrew

**Manuals**

Equipment must be delivered with two full sets of operating and service manuals.



Warranty

Minimum one year parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
IS Building  
2200 College Drive  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1, QUANTITY 1: \_\_\_\_\_

TOTAL BID FOR ITEM #1, QUANTITY 2: \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Item #1 of 1

**Surface Grinder** (Quantity 1)

All equipment will be professional grade and be acceptable to the educational institution. The equipment will be a reputable, nationally recognized brand. All equipment specified will be new equipment. Used equipment is not acceptable. Onsite repair and service is mandatory.

**Equipment delivery is expected within 30 days after selected vendor is notified of award by IECC and approved by USDOL. Any later delivery date must be discussed with and approved by IECC.**

Power Requirements

Any power requirements should be 208 volt 3 phase.

Specifications

The surface grinder must meet the following specifications:

- Size: Longitudinal Travel:  $\geq 12''$
- Cross Feed Travel:  $\geq 6''$
- Working Height:  $\geq 12''$
- Manual Start
- Motor:  $\geq 1.5$  HP
- Overload and Underload Protection
- Hand Wheels    Crossfeed Grad:  $0.001''$
- Elevating Grad:  $0.0001''$
- Automated Continuous Lubrication
- Adjustable Longitudinal Table Stops
- Covered Ways
- Grinding Wheel
- Wheel Adaptors
- Adaptor Pullers
- (2) Spanner Wrenches
- Magnetic Chuck included and installed

The surface grinder must meet or exceed any and all applicable safety standards as set forth by CE.

Manuals

Equipment must be delivered with two full sets of operating and service manuals.

Warranty

Minimum one year parts and labor warranty must be included on all components.

Shipping, Set-up, and on-site Installation to the following address must be included in bid.

Wabash Valley College  
Advanced Technology Center  
214 W. 3<sup>rd</sup> Street  
Mt. Carmel, IL 62863

TOTAL BID FOR ITEM #1 \_\_\_\_\_

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

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\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NO. \_\_\_\_\_

DATE \_\_\_\_\_

NOTE: PLEASE SUBMIT BID IN DUPLICATE

**Agenda Item #10**

**District Finance**

**A. Financial Report**

**B. Approval of Financial Obligations**

**ILLINOIS EASTERN COMMUNITY COLLEGES  
DISTRICT #529**

**TREASURER'S REPORT July 31, 2010**

| <b>FUND</b>                           | <b>BALANCE</b>        |
|---------------------------------------|-----------------------|
| Educational                           | \$2,962,199.47        |
| Operations & Maintenance              | \$1,888,089.04        |
| Operations & Maintenance (Restricted) | \$310,493.29          |
| Bond & Interest                       | \$372,230.80          |
| Auxiliary                             | \$159,611.58          |
| Restricted Purposes                   | (\$455,080.99)        |
| Working Cash                          | \$33,780.65           |
| Trust & Agency                        | \$470,189.07          |
| Audit                                 | (\$12,886.28)         |
| Liability, Protection & Settlement    | \$184,274.51          |
| <b>TOTAL ALL FUNDS</b>                | <b>\$5,912,901.14</b> |

Respectfully submitted,

Roger Browning, Treasurer

**ILLINOIS EASTERN COMMUNITY COLLEGES**  
**Combined Balance Sheet - All Funds**  
**July 31, 2010**

|  | <b>ALL FUNDS</b>                |
|--|---------------------------------|
|  | <b>Fiscal<br/>Year<br/>2011</b> |
| <b>ASSETS:</b>                                   |                                 |
| CASH   | 5,912,901                       |
| IMPREST FUND                                     | 22,000                          |
| CHECK CLEARING                                   | 12,500                          |
| INVESTMENTS                                      | 11,190,800                      |
| RECEIVABLES                                      | 7,295,047                       |
| ACCRUED REVENUE                                  | -                               |
| INTERFUND RECEIVABLES                            | -                               |
| INVENTORY  | 651,529                         |
| OTHER ASSETS                                     | 452,733                         |
| TOTAL ASSETS AND OTHER DEBITS:                   | 25,537,510                      |
| <br><b>LIABILITIES:</b>                          |                                 |
| PAYROLL DEDUCTIONS PAYABLE                       | 187,016                         |
| ACCOUNTS PAYABLE                                 | 45,502                          |
| ACCRUED EXPENSES                                 | -                               |
| INTERFUND PAYABLES                               | -                               |
| DEFERRED REVENUE                                 | 3,906,188                       |
| OTHER LIABILITIES                                | 165,010                         |
| TOTAL LIABILITIES:                               | 4,303,716                       |
| <br><b>EQUITY AND OTHER CREDITS:</b>             |                                 |
| INVESTMENT IN PLANT                              | 3,030,328                       |
| PR YR BDGTED CHANGE TO FUND BALANCE              | (538,479)                       |
| <br><b>FUND BALANCES:</b>                        |                                 |
| FUND BALANCE                                     | 7,125,002                       |
| RESERVE FOR ENCUMBRANCES                         | 11,616,943                      |
| TOTAL EQUITY AND OTHER CREDITS                   | 21,233,794                      |
| <br>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS | <br>25,537,510                  |

ILLINOIS EASTERN COMMUNITY COLLEGES  
 Combined Statement of Revenues, Expenses,  
 and Changes in Net Assets  
 AS OF July 31, 2010

ALL FUNDS

FY 2011  
 YEAR-TO-DATE

REVENUES:

|                        |           |
|------------------------|-----------|
| LOCAL GOVT SOURCES     | 362,400   |
| STATE GOVT SOURCES     | 0         |
| STUDENT TUITION & FEES | 1,970,945 |
| SALES & SERVICE FEES   | 139,184   |
| FACILITIES REVENUE     | 410       |
| INVESTMENT REVENUE     | 181       |
| OTHER REVENUES         | -19,855   |
| TOTAL REVENUES:        | 2,453,265 |

EXPENDITURES:

|                          |           |
|--------------------------|-----------|
| INSTRUCTION              | 225,194   |
| ACADEMIC SUPPORT         | 19,092    |
| STUDENT SERVICES         | 55,154    |
| PUBLIC SERV/CONT ED      | 2,716     |
| OPER & MAINT PLANT       | 277,507   |
| INSTITUTIONAL SUPPORT    | 479,982   |
| SCH/STUDENT GRNT/WAIVERS | 777,553   |
| AUXILIARY SERVICES       | 706,518   |
| TOTAL EXPENDITURES:      | 2,543,716 |

TRANSFERS AMONG FUNDS:

|                              |   |
|------------------------------|---|
| INTERFUND TRANSFERS          | 0 |
| TOTAL TRANSFERS AMONG FUNDS: | 0 |

|                                     |         |
|-------------------------------------|---------|
| NET INCREASE/DECREASE IN NET ASSETS | -90,451 |
|-------------------------------------|---------|

**Illinois Eastern Community Colleges**  
**Operating Fund - Income Statement**  
**CASH BASIS**  
**July 1, 2010 -- July 31, 2010**

|  | <b>Education<br/>Fund</b> | <b>O &amp; M<br/>Fund</b> | <b>Total<br/>Operating<br/>Funds</b> |
|--|---------------------------|---------------------------|--------------------------------------|
| <b>REVENUES:</b>                               |                           |                           |                                      |
| Local Government Sources                       | 151,733                   | 65,028                    | 216,761                              |
| State Government Sources                       | -                         | -                         | -                                    |
| Net Tuition and Fees                           | 1,024,968                 | -                         | 1,024,968                            |
| Sales & Service Fees                           | 301                       | -                         | 301                                  |
| Facilities Revenue                             | -                         | 390                       | 390                                  |
| Investment Revenue                             | -                         | -                         | -                                    |
| Other Revenues                                 | (3,094)                   | (725)                     | (3,819)                              |
| <b>TOTAL REVENUES:</b>                         | <b>1,173,908</b>          | <b>64,693</b>             | <b>1,238,601</b>                     |
| <br><b>EXPENDITURES:</b>                       |                           |                           |                                      |
| Salaries                                       | 334,571                   | 31,996                    | 366,567                              |
| Employee Benefits                              | 91,224                    | 7,012                     | 98,236                               |
| Contractual Services                           | 7,655                     | 9,824                     | 17,479                               |
| Materials                                      | 49,279                    | 4,513                     | 53,792                               |
| Travel & Staff Development                     | 1,499                     | 160                       | 1,659                                |
| Fixed Charges                                  | 103,552                   | 168,525                   | 272,077                              |
| Utilities                                      | 8,731                     | 47,478                    | 56,209                               |
| Capital Outlay                                 | -                         | -                         | -                                    |
| Other  | 2,909                     | -                         | 2,909                                |
| <b>TOTAL EXPENDITURES:</b>                     | <b>599,420</b>            | <b>269,508</b>            | <b>868,928</b>                       |
| <br><b>TRANSFERS :</b>                         |                           |                           |                                      |
| INTERFUND TRANSFERS                            | -                         | -                         | -                                    |
| <b>TOTAL TRANSFERS:</b>                        | <b>-</b>                  | <b>-</b>                  | <b>-</b>                             |
| <br><b>NET INCREASE/DECREASE IN NET ASSETS</b> | <b>574,488</b>            | <b>(204,815)</b>          | <b>369,673</b>                       |



ILLINOIS EASTERN COMMUNITY COLLEGES  
OPERATING FUNDS

| College         | Category | FY 2010<br>Spent Thru<br>July | FY 2011<br>Spent Thru<br>July | % of Year |
|-----------------|----------|-------------------------------|-------------------------------|-----------|
| Frontier        | Bills    | \$240,215                     | \$176,450                     |           |
|                 | Payroll  | 101,444                       | 75,723                        |           |
|                 | Totals   | 341,659                       | 252,173                       | 8%        |
| Lincoln Trail   | Bills    | 175,865                       | 158,548                       |           |
|                 | Payroll  | 68,319                        | 44,943                        |           |
|                 | Totals   | 244,184                       | 203,491                       | 8%        |
| Olney Central   | Bills    | 109,627                       | 145,783                       |           |
|                 | Payroll  | 104,017                       | 77,999                        |           |
|                 | Totals   | 213,644                       | 223,782                       | 8%        |
| Wabash Valley   | Bills    | 419,339                       | 278,579                       |           |
|                 | Payroll  | 77,115                        | 54,827                        |           |
|                 | Totals   | 496,454                       | 333,406                       | 8%        |
| Workforce Educ. | Bills    | 345,742                       | 225,542                       |           |
|                 | Payroll  | 52,290                        | 49,709                        |           |
|                 | Totals   | 398,032                       | 275,251                       | 8%        |
| District Office | Bills    | 14,733                        | 10,729                        |           |
|                 | Payroll  | 47,881                        | 34,900                        |           |
|                 | Totals   | 62,614                        | 45,629                        | 8%        |
| District Wide   | Bills    | 294,208                       | 283,831                       |           |
|                 | Payroll  | 38,921                        | 28,466                        |           |
|                 | Totals   | 333,129                       | 312,297                       | 8%        |
| GRAND TOTALS    |          | 2,089,716                     | 1,646,029                     | 8%        |

Excludes DOC

**ILLINOIS EASTERN COMMUNITY COLLEGES**  
**Operating Funds Expense Report**  
**July 31, 2010**

|                            | <b>Amount</b>    | <b>% of<br/>Total</b> |
|----------------------------|------------------|-----------------------|
| Salaries                   | 366,567          | 22.27%                |
| Employee Benefits          | 98,236           | 5.97%                 |
| Contractual Services       | 17,479           | 1.06%                 |
| Materials                  | 53,792           | 3.27%                 |
| Travel & Staff Development | 1,659            | 0.10%                 |
| Fixed Charges              | 272,077          | 16.53%                |
| Utilities                  | 56,209           | 3.41%                 |
| Capital Outlay             | -                | 0.00%                 |
| Other                      | 780,010          | 47.39%                |
|                            | <u>1,646,029</u> | <u>100.00%</u>        |

**Agenda Item #11**

**Chief Executive Officer's Report**

**Agenda Item #12**

**Executive Session**

**Agenda Item #13**

**Approval of Executive's Session Minutes**

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

**Agenda Item #14**

**Approval of Personnel Report**

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Terry L. Bruce  
**DATE:** August 12, 2010  
**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional information for items 400.1., 400.2., 400.3., 400.6., 400.7 and 400.8. will be mailed under separate cover.

## **INDEX**

- 400.1. Employment of Personnel**
- 400.2. Temporary Employment**
- 400.3. Change-in-Status**
- 400.4. FY10-11 Educational Level Changes**
- 400.5. Special Assignments**
- 400.6. Approval of Proposed Non-College Employment (External Report)**
- 400.7. Retirement**
- 400.8. Resignations**



# PERSONNEL REPORT

## 400.1. Employment of Personnel

### A. Faculty

1. Lisa Maple, English Instructor, effective August 12, 2010

### B. Professional/Non-Faculty

1. Susan (Renee) Smith, Executive Assistant to the CEO, effective September 1, 2010

### C. Classified

1. Juanita (Rae) Medler, Clerk/Receptionist, FCC, effective August 18, 2010, contingent upon continued grant funding
2. Loren (Dave) Wingert, Information Systems Technician, LWIA, effective August 18, 2010, contingent upon continued grant funding

## 400.2. Temporary Employment

### A. Faculty

1. Meenakshi Kohli, Physics/Math Instructor, temporary contract for the 2010-2011 academic year, effective August 12, 2010

## 400.3. Change-in-Status

### A. Classified

1. Gayle Zaring, Administrative Assistant, LTC, to Career Advisor, LTC, effective August 23, 2010

## 400.4. FY10-11 Educational Level Changes

### A. Faculty

| <u>Name</u>      | <u>From</u> | <u>To</u> | <u>Amount</u> |
|------------------|-------------|-----------|---------------|
| 1. Brenda Groves | M           | M +12     | \$1,000       |
| 2. Lori Phillips | M+24        | M+36      | \$1,000       |

#### **400.5. Special Assignments**

##### **A. Extra-Curricular**

1. Kimberley Stevens, Faculty Coordinator of Student Learning Assessment, DO/LTC, \$2,000 per academic year, effective August 12, 2010

#### **400.6. Approval of Proposed Non-College Employment (External Report)**

#### **400.7. Retirement**

##### **A. Administrative**

1. George Woods, Dean of Workforce Education, effective September 1, 2010

#### **400.8. Resignations**

##### **A. Classified**

1. Dennis Shular, Information Systems Technician, FCC, effective August 14, 2010

**Agenda Item #15**

**Collective Bargaining**

**Agenda Item #16**

**Litigation**

**Agenda Item #17**

**Acquisition and Disposition of Property**

**Agenda Item #18**

**Other Items**

**Agenda Item #19**

**Adjournment**

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

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

7/31/2010