

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

March 20, 2007



Location:

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

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

**Illinois Eastern Community Colleges
Board Agenda**

March 20, 2007

7:00 p.m.

Frontier Community College

1. Call to Order & Roll Call.....Chairman Lane
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. Phase VIII Carryover Funds, Project Application Bruce
 - B. Phase VIII Carryover Funds, Resolution Bruce
 - C. Tuition Rates Revised Bruce
 - D. 2+2 Agreement with Indiana State University..... Bruce
 - E. Affiliation Agreement with Vannara Sakbun – Terre Haute, Indiana..... Bruce
 - F. Observation Agreement with Vannara Sakbun – Terre Haute, Indiana Bruce
 - G. Pacific Cycle Agreement Bruce
9. Bid Committee Report Bruce
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 meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, February 20, 2007.

AGENDA #1 – “Call to Order & Roll Call” – Mr. James W. Lane, Jr., Chairman, who chaired the meeting, called the meeting to order at 7:00 p.m. and directed the Board Secretary, Mr. Harry Hillis, Jr., to call the roll.

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

Mrs. Brenda K. Culver, Dr. George Andrew Fischer, Mr. Walter L. Koertge, Mr. James W. Lane, Jr., Dr. Larry Rost, Mr. Kevin C. Williams, Miss Marilyn J. Wolfe. Also present was Ms. Jessica Lowe, student trustee. Trustees absent: None. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

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

Also present at this meeting, in addition to trustees:

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

Dr. Jack Davis, President of Olney Central College.

Mr. Matt Fowler, Dean of Instruction of Wabash Valley College.

Ms. Beverly Turkal, Interim President of Lincoln Trail College.

Mr. Roger Browning, Chief Finance Officer & Treasurer.

Mrs. Tara Buerster, Director of Human Resources.

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

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

Mr. George Woods, Dean of Workforce Education.

Abbreviations Used in Minutes:

BITS – Business Industry Training Services

DO – District Office

DOC – Department of Corrections

DRS – Division of Rehabilitation Services

FCC – Frontier Community College

HLC – Higher Learning Commission

ICCB – Illinois Community College Board

ICCTA – Illinois Community College Trustees Association

IECC – Illinois Eastern Community Colleges

IECCEA – Illinois Eastern Community 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 of the regular meeting, Tuesday, January 16, 2007, were presented for disposition.

Board Action: Mr. Williams made a motion to approve minutes of the foregoing meeting as prepared. Mr. Koertge 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 and guests present were recognized.

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Reports from the colleges were noted.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Policy First Readings (and Possible Approval)” –

#6-A. Time to Completion: This item will be presented for action at a future meeting.

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

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

#8-A. Technology Plan: The CEO reviewed the district’s 2008-2012 Technology Plan. The plan reviews technology projects for fiscal year 2007 and outlines current and future technological needs. Goal of the plan is to improve technological services for faculty, staff and students within the projected budget over the next five years. During the past fiscal year, the District’s Information Technology department was able to upgrade the laptop computers of the Board of Trustees, develop on-line subscriptions for Lexis Nexis, the Chronicle of Higher Education, Facts on File and the Congressional Quarterly Researcher, purchase and install ten computer projection units, and purchase three Citrix servers. In addition, the IT department is making progress toward the replacement of network switches, the purchase of web servers, the purchase of PBX software upgrades, the upgrade of software licenses in Norton Anti-Virus, Ghost, Deep Freeze, and FileMaker Pro, and the bid and purchase of 200 computers to upgrade IECC equipment. For FY2008, the Technology Plan sets forth the need to: maintain and upgrade administrative operations, including Banner; upgrade the District’s network infrastructure and administrative file servers and the central network operating system; enhance the current telecommunications network; upgrade software licensing; and maintain and upgrade other technology resources including desktop computers and their replacement. The Plan proposes to expend approximately \$440,000 each year for the fiscal years 2008 to 2012.

The CEO recommended approval of the Technology Plan and its budget as presented.

Board Action: Miss Wolfe made a motion to approve the Technology Plan and its budget as recommended. Mr. Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. Course Management System Proposal: The CEO recommended approval of a contract to switch course management systems from IECC's existing WebCT to ANGEL. The course management system is utilized by the online faculty. Because of the growth of online education, the District has reached the limit of its license with WebCT. After reviewing several available systems, a committee decided to change to ANGEL, with an annual license fee of \$25,000, which is less than the currently-used WebCT system. ANGEL will provide the District with an updated and easier to use course management system. The ANGEL contract, as presented, is for purchase of a license to use ANGEL course management system starting March 15, 2007 and continuing through July 15, 2009.

Board Action: Mrs. Culver made a motion to approve the contract, as presented, for purchase of a license to use the ANGEL course management system as recommended. Dr. Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. Statements of Final Construction Compliance: IECC is required by the Illinois Community College Board (ICCB) to take Board action on Protection, Health and Safety, Capital Renewal and state and locally funded projects completed each year. Statements of final construction compliance for Illinois Eastern Community Colleges projects as required by the ICCB were presented. There is a total of \$2,886,840 in construction costs for 12 Protection, Health and Safety projects which were completed this past year, as follows, listing project number, project name, and actual cost.

1. 1670-0905, Repair Stairways & Elevator, \$99,379.21.
2. 1671-0905, Combustible Wall Panel Replacement, \$162,495.14.
3. 1672-0905, Bleacher Replacement, \$151,943.18.
4. 1673-0905, Floor Tile Replacement, \$46,556.00.
5. 1674-0905, Greenhouse Glass Replacement, \$38,960.03.
6. 1675-0905, ADA Natatorium Renovations, \$159,121.34.
7. 1676-0905, Tuckpoint Exterior Walls, \$26,095.66.
8. 1677-0905, ADA Compliance Work, \$254,480.20.
9. 1678-0905, Roof Replacements/Repair, \$857,580.83.
10. 1679-0905, Asbestos Surveys & Abatement, \$423,130.28.
11. 1681-0905, HVAC Supplement & Upgrade, \$518,816.98.
12. 1682-0905, Lighting & Fire Alarm Upgrade, \$148,281.50.

The CEO recommended approval of the Statements of Final Construction Compliance for submission to the Illinois Community College Board.

Board Action: Miss Wolfe made a motion to approve the Statements of Final Construction Compliance and submit them to the ICCB as recommended. Ms. Lowe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. Nursing Lab Fee: Students in the District's nursing program are required to take NUR 1201, which has a lab fee of \$30. The course has been changed from an 8 semester hour course (5 theory and 3 lab) to a 10 semester hour course (5 theory and 5 lab) which necessitates an increase in the lab fee

from its current \$30 to \$50. The CEO recommended approval of the increase in lab fees for NUR 1201, effective fall term 2007.

Board Action: Mr. Koertge made a motion to approve the increase in lab fee for NUR 1201 as recommended. Dr. Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. Affiliation Agreement with McKendree College: The District nursing program and McKendree College wish to enter into an agreement concerning teaching privileges for McKendree students in a Master of Science in Nursing Program offered by McKendree College. This agreement will allow McKendree College RN students to analyze the roles and responsibilities of the nurse educators and to engage in health activities such as teaching on an individual or a group basis as arranged by IECC instructors. McKendree students will be graduates with a Bachelor of Science in Nursing, possess an active RN license, and be enrolled in a Master of Science in Nursing Degree Program. McKendree will maintain liability coverage for both McKendree faculty and students. This is an extension of the existing IECC agreement with McKendree College which has worked to the mutual benefit of McKendree College students and IECC faculty and students. The CEO recommended approval of the Affiliation Agreement with McKendree College.

Board Action: Mr. Williams made a motion to approve the Affiliation Agreement with McKendree College as recommended. Dr. Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. NCLEX PN Review Course Contract: The District currently has a contract with Nursing Education Consultants (NEC) to administer the NCLEX Practical Nurse (PN) Review Course for students in the nursing program. The District has been very satisfied with the service provided by NEC. Since offering this review course, IECC students have consistently had a high rate of successful completion of the NCLEX PN exam. NEC has agreed to provide the review course at a cost of \$115 per each student or graduate of the program. The CEO recommended approval of a two year extension of the contract with NEC for the Practical Nurse Review Course.

Board Action: Mr. Williams made a motion to approve the NCLEX Practical Nurse (PN) Review Course for students in the nursing program as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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. NCLEX RN Review Course Contract: The District currently has a contract with Nursing Education Consultants (NEC) to administer the NCLEX Registered Nurse (RN) Review Course for students in the nursing program. Since offering this review course, IECC students have consistently had a high rate of successful completion of the NCLEX RN exam. NEC provides a guarantee which states that any graduate who attends all 3 days of the review course and is unsuccessful on the first time they take the NCLEX RN will be allowed to take additional review courses, without charge, until they are successful on the examination. NEC has agreed to provide the review course at a cost of \$205 per each

student or graduate of the program. The CEO recommended approval of a two year extension of the contract with NEC for the Registered Nurse Review Course.

Board Action: Mr. Williams made a motion to approve the NCLEX Registered Nurse (RN) Review Course for students in the nursing program as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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 Bid Committee presented the following report, followed by Board action as recorded.

#9-A. IECC – Computer Desktops, Monitors, Notebooks and Memory: The CFO presented the following recommendations of the Bid Committee for purchase of computer desktops, monitors, notebooks and memory:

1. Grace Computers, Round Rock, TX, 202 desktop computers for a total cost of \$136,915.39, as specified and outlined in the recommendation.

2. Tiger Direct, Naperville, IL, 114 flat panel LCD monitors and 182 computer memory, for a total cost of \$36,902.78, as specified and outlined in the recommendation.

3. Dell Computers, Round Rock, TX, 42 flat panel LCD monitors w/adj. stand, for a total cost of \$7,497.00, as specified and outlined in the recommendation.

4. Gateway, N. Sioux City, SD, 7 notebook computers, for a total cost of \$9,793.00, as specified and outlined in the recommendation.

Grand Total: \$191,108.17. Source of Funds: Various, District Wide, Tech Plan. Department: Various District Wide. The CEO recommended approval.

Board Action: Mrs. Culver made a motion to approve the foregoing recommendation of the Bid Committee for purchase of computer desktops, monitors, notebooks and memory as outlined. Ms. Lowe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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.

#9-B. IECC – Projectors: The CFO presented the recommendation of the Bid Committee to accept the low bid that meets all specifications from CIM Audio Visual, Columbus, IN, for 27 projectors with ceiling mount kit for a total of \$42,417.00, and 1 projector with travel case for a total of \$1,522.00. Grand Total: \$43,939.00. Source of Funds: Various, District Wide, Tech Plan. Department: Various District Wide. The CEO recommended approval.

Board Action: Dr. Rost made a motion to approve the recommendation of the Bid Committee for purchase of Projectors as outlined. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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 \$2,542,530.47, as of January 31, 2007.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for February 2007, totaling \$864,653.36, were presented for approval.

Board Approval for Payment of Financial Obligations: Miss Wolfe made a motion to approve payment of district financial obligations for February 2007, in the amounts listed, and payments from the revolving fund for January 2007. Ms. Lowe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

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

1. Snap-On Property Tax Appeal – (Status of the appeal was reviewed).
2. Olney Tax Incremental Finance District Feasibility – (study is underway).
3. NCLEX Pass Rates.
4. April and May Board Meetings: Time period for county clerks to certify results has been changed from 7 days to 21 days after the election. The election is the same day as the April Board meeting, April 17, 2007.
5. Enrollment Report – District Up 2%.

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

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

#13-A. Written Executive Session Minutes: The CEO recommended that written minutes of an executive session held during the regular meeting Tuesday, January 16, 2007 be approved and remain closed at this time.

Board Action: Miss Wolfe made a motion to approve, as prepared, written minutes of an executive session held Tuesday, January 16, 2007, but that executive session minutes of that date will remain closed and not be opened to public inspection at this time. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion is adopted.

#13-B. Approval of Audio Recording of Executive Session: The CEO recommended that the audio recording of an executive session of Tuesday, January 16, 2007 be approved and that the Board Secretary make provisions for its safe keeping, that it be made available only upon the proper order of a court and a finding by a judge that such audio recording should be released. This audio recording shall be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the executive session in question.

Board Action: Miss Wolfe made a motion to approve the audio recording of an executive session of Tuesday, January 16, 2007 as recommended. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion is adopted.

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

400.1. Faculty Seniority List for 2006-2007

The Faculty Seniority List for 2006-2007 was presented.

400.2. Intent to Renew CEO Contract

The Board of Trustees notified Terry L. Bruce, Chief Executive Officer/Chief Operating Officer, that his two-year contract will be extended for an additional year.

400.3. Leave Request

A. Faculty

1. Carmen Jones, OCC, Family Leave, effective March 30, 2007 through April 27, 2007. The requested leave is unpaid, with benefits, with allowance for substitution of paid leave time.

B. Classified

1. Ruth Trowbridge, Case Worker (GR), DO, Family Leave, effective February 22, 2007 through March 26, 2007 pending receipt of medical documentation. The requested leave is unpaid, with benefits, with allowance for substitution of paid leave time.

400.4. Leave of Absence approved by CEO since December 12, 2006

A. None.

400.5. Request for Approval of Proposed Non-College Employment

A. Faculty

Cheryl Dill, Richland Memorial Hospital, Olney, IL, approximate time 18 days/180 hours.

400.6. Retirements

A. Faculty

1. Don Mersinger, Agriculture Technologies, WVC, effective May 31, 2007.
2. Paul Schnarre, Agriculture Technologies, WVC, effective May 31, 2007.

Personnel Report Addendum

400.7. Employment of Personnel

A. Administrative

1. Kristine Ginley, Dean of the College, FCC, Effective April 1, 2007.

B. Professional/Non-Faculty

1. Sarah Brooks, Director of Enrollment Management, WVC, effective March 12, 2007.
2. David Brown, Program Manager for Mining, WED, effective April 1, 2007, contingent upon continued grant funding.

400.8. Approval of Memorandum of Agreement with IECCEA IEA/NEA

A memorandum of agreement was approved with the Illinois Eastern Community Colleges Education Association IEA/NEA regarding the teaching assignment of one faculty member.

400.9. Reemployment of Faculty for 2007-2008 Academic Year

A. Continuation of Tenure: Bea Abernathy, Gary Adams, Tom Baird, Scott Balding, Mary Jane Beckett, Shasta Bennett, C. Allen Brown, Clyde Buck, James Burnett, Nancy Buttry, Roger Chapman, Byford Cook, David Cunningham, Jeff Cutchin, Laurel Cutright, John Day, David Denton, Lonnie Devin, Teresa Diekmann, Kathy Doty, Phillip Edmondson, Mark Fitch, Donald Florida, Tamara Fralicker, Carole Fusco, David Goodson, Scott Hanson, Johnie Harrell, Kathryn Harris, Nixie Hnetkovsky, Larry Hoeszle, Ruby Houldson, Kathleen Hudson, Russell Jausel, E. Ary Jennings, John Kendall, Janet Kinkade, Hal Kizer, George Kocher, Linda Kolb, Howard Lanam, Don Leynaud, Carrie Mallard, Theresa Marcotte, Rob Mason, Christian Mathews, Travis Matthews, Rodney Maxey, Amie Mayhall, Michael McKern, Mary Mersinger, Wayne Morris, Judy Neikirk, Kathleen Nelson, Yvonne Newlin, John Nutter, Patricia Owens, Mark Pettigrew, Brenda Phegley, Susan Polgar, Richard Poskin, Judith Puckett, Randy Questelle, Gaziur Rahman, Diane Reed, Cathy Robb, Anurahda Roy, Terry Russell, Paul Sainer, Fred Schwappach, Gary Spraggins, Dan Tahtinen, Teresa Tegeler, James Tucker, William Tucker, Kristi Urfer, Gary Wangler, David Wilderman, Jill Winter, Mitchell Wolfe, Winifred Ann Wolven.

B. Initial Tenure: Suzanne Downes, Carmen Jones, Hollie Kelly, Kelly Payne, Lori Phillips, Michael Thomas, Drew Tucker, Gary Wise.

C. Non Tenure: Jay Carter, Cheryl Dill, Holly Farley, Andrea Gere, Brenda Grove, Anne Hustad, David Johnston, Richard Kribs IV, Karen Marks, Kyle Peach, Nick Short, Shirley Smithenry, Paul Stouse, Brian Wick, Angelia Williams, Sharen Wolke, Kim Underwood.

400.10. Honorable Dismissal

- A. Temporary Faculty
 - 1. Jeremy Wolf.

400.11. Reduction-in-Force & Adoption of Resolution

- A. Faculty
 - 1. Ryan Roark.

400.12. Dismissal of Non-Tenured Faculty Member & Adoption of Resolution

- A. Faculty
 - 1. Nedra Pershing.

#14-A. Board Action to Amend Personnel Report: Dr. Fischer made a motion to amend the Personnel Report, to add an addendum containing Sections 400.7, 400.8, 400.9, 400.10, 400.11 and 400.12 as recommended. Miss Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

#14-B. Board Action to Approve Amended Personnel Report: Mrs. Culver made a motion to approve the foregoing amended Personnel Report, including any required agreements, contracts and resolutions pertinent thereto, as recommended. Ms. Lowe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Dr. Rost, Mr. Williams, Miss 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” – Miss Wolfe made a motion to adjourn. Dr. Fischer seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion carried, and the meeting adjourned at 8:16 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

Phase VIII Carryover Funds, Project Application

Agenda Item #8A

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
SUBJECT: Phase VIII Carryover Funds, Project Application

Under the Protection, Health, and Safety bonding authority afforded the Board of Trustees, the Board issued \$3.5 million worth of PHS bonds in November of 2005. Because of the nature of the bids on the previous projects funded with this bond issue and because the projects were completed efficiently with minimal change orders, we have excess PHS funds available to be carried over and an additional project completed.

Roger Browning, the Presidents, and the college O & M Team Leaders, have determined that the Roof Replacement project for the LTC Gymnasium and Locker Rooms should have priority for these remaining PHS funds. This project has been incorporated into the Capital Project Application attached.

We anticipate that Phase VIII Carryover dollars will also fund additional projects to be completed this summer or this fall. Project applications for these additional projects will be forthcoming.

Subject to the Board's approval of this project application, the project will be submitted to the Illinois Community College Board for their approval. If the project application is approved by the ICCB, then we will proceed to bid and complete the project.

I ask the Board's approval of this Capital Project Application Form for submittal to the Illinois Community College Board.

TLB/cr

Attachments

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 528

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title Roof Replacement – LTC Gymnasium and Locker Rooms

Project Budget \$ 267,900 () 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 March 20, 2007

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

Locally Funded New Construction--complete/submit Sections I, II, and II.

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 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*)

Roof Replacement – LTC Gymnasium and Locker Rooms
Project Budget \$ 267,900

Programmatic Justification

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

The mechanically fastened EPDM roof systems on Lincoln Trail College Gymnasium and Locker Rooms are leaking in several locations and require constant maintenance to respond to the leaks. The insulation is wet in many areas and has lost its insulating value. Water leaks over the gymnasium floor have caused hazardous conditions and events have had to be relocated due to the leaking onto the floor. Replacement will prevent damage to interior finishes and protect the steel roof decks and structural systems from deterioration. International Property Maintenance Code 303.1, 303.7.

Scope of Work

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

Remove the existing mechanically fastened EPDM roof systems down to the metal roof deck. Install new rigid insulation to comply with the current R-value requirements of the International Building Code and a new roof system with associated flashings and sheet metal.

**Attachment #1
Project Budget**

Check One:

- New Construction**
- Remodeling**

Project Name

	<u>Budget Amounts</u>	
	<u>New Construction</u>	<u>Remodeling</u>
Land		
Site Development		
Construction (including Fixed Equipment)		
Mechanical		
Electrical		
General Conditions		
Contingency (10%)		
A/E Professional Fees		
Total		

Protection, Health, and Safety Project Name Roof Replacement – LTC Gymnasium and Locker Rooms

	<u>Budget Amounts</u>
Project Costs	<u>221,400</u>
Contingency	<u>22,100</u>
A/E Professional Fees & Reimb	<u>24,400</u>
Total	<u>\$ 267,900</u>

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 528
Project Name Roof Replacement – LTC Gymnasium and Locker Rooms

Check the source(s) of funds:

Available fund balance (Including excess funds from previously approved protection, health, and safety projects) X Fund name (s): O & M (Restricted) – Excess funds from previously approved protection, health, and safety projects.

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

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

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

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

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

Capital Renewal Funding _____ Proposed Fiscal Year Source(s):

ADA Access for All Funding _____ Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Image Architects Inc.
1118 West Main Street
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

Architect/Engineer's Signature

March 13, 2007
Date

001-010485
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Roof Replacement – LTC Gymnasium	126,075
Roof Replacement – LTC Locker Rooms	<u>95,325</u>
Subtotal	\$ 221,400
Contingency - 10%	22,100
A/E Compensation	<u>24,400</u>
Project Total	\$ 267,900

Note: Project not yet designed.

Agenda Item #8B

Phase VIII Carryover Funds, Resolution

Agenda Item #8B

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
SUBJECT: Phase VIII Carryover Funds, Resolution

The attached resolution is a required attachment for the Capital Project Application.

I would request the Board's approval of the attached Resolution to Approve PHS Construction Projects, in order that it may be submitted to the Illinois Community College Board along with the Capital Project Application Form.

TLB/cr

Attachment

Resolution to Approve PHS Construction Projects

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

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

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

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

WHEREAS, the projects recommended for repair and alterations are:

Roof Replacement, Lincoln Trail College Gymnasium and Locker Rooms	\$267,900
Total estimated cost including fees and contingency:	\$267,900

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for the protection, health, and safety of students, employees, and visitors and not routine maintenance projects.

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

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

Resolution adopted by roll call vote this 20th day of March, 2007.

Approved: Chairman: _____

Secretary: _____

Agenda Item #8C

Tuition Rates Revised

Agenda Item #8C

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
RE: Tuition Rates for Indiana Students in Designated Counties and
Internet Tuition Rates

I recommend the Board's approval of the following tuition rates for Indiana students in designated counties and Internet tuition rates effective for the 2007 Summer Semester.

Indiana Students in Designated Counties	\$114/credit hour
Internet Tuition Rates	
In-district	\$57/credit hour
Out-of-District	\$85/credit hour
Out-of-State	\$95/credit hour
International	\$108/credit hours

Agenda Item #8D

2+2 Agreement with Indiana State University

Agenda Item #8D

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
RE: 2+2 Agreement with Indiana State University – Terre Haute

Illinois Eastern Community Colleges/Wabash Valley College has developed a program articulation agreement with Indiana State University (ISU) concerning the Social Services Specialist Degree currently offered by Wabash Valley College (WVC).

Under the agreement, graduates of Illinois Eastern Community Colleges/Wabash Valley College's AAS Degree in Social Services Specialist will be allowed to transfer all WVC courses and to graduate in two additional years from Indiana State University with a B.S.W. in Social Work.

The District and the University agree to coordinate course changes, develop course syllabi cooperatively, and provide qualified faculty at both institutions.

The program will be reviewed by both institutions after the second full year of implementation and every three years thereafter. In addition, ISU will provide an annual report concerning the success rate of District graduates.

I ask the Board's approval of this program articulation agreement.

TLB/rs

Attachment

**INDIANA STATE UNIVERSITY
ENROLLMENT SERVICES
PROGRAM ARTICULATION AGREEMENT**

**A.A.S. in Social Services Specialist
to
B.S.W. in Social Work**

PARTNER INSTITUTION: Illinois Eastern Community Colleges

ADDRESS: 702 High Street, Olney, IL 62450

CONTACT PERSON: Kathleen Pampe, Associate Dean, Career and Technical Education
Phone [618] 395-4837 ext. 5811 Fax [618] 395 1922 E-Mail pampek@iecc.edu

APPROVALS

Indiana State University, Chair, Department of Social Work

Robyn Lujan

12/7/06

Date

Indiana State University, Dean, College of Arts and Sciences

Deane M. [Signature]

1/23/07

Date

Illinois Eastern Community Colleges

Date

Indiana State University, Provost and Vice President for Academic Affairs

Date

INDIANA STATE UNIVERSITY
College of Arts and Sciences
PROGRAM ARTICULATION AGREEMENT

Illinois Eastern Community Colleges/Wabash Valley College
A.A.S. in Social Services Specialist
to
Indiana State University
B.S.W. in Social Work

Statement of Intent

The purpose of this articulation agreement is to provide a mechanism whereby individuals graduating with the degree of Associate of Applied Science (A.A.S.) in Social Services Specialist from any of the approved campus(es) of Illinois Eastern Community Colleges/Wabash Valley College would be eligible to complete the requirements for the B.S.W. degree in Social Work at Indiana State University. Such eligibility is subject to the conditions detailed below and in attachments to this agreement.

Articulation Principles

1. The articulation initiatives are consistent with the Commission of Higher Education's State Policy (effective July 1, 1996) on Associate Degree Programs Offered at Public Institutions.
2. Relationships between Illinois Eastern Community Colleges/Wabash Valley College and Indiana State University faculty and administration have been and will continue to be in the spirit of cooperation which provides the basis for all articulation initiatives.
3. Recognizing that changes in curricula and course content are inevitable, each institution agrees to discuss with the other institution all curriculum changes affecting this agreement before the changes are implemented.
4. Graduates of the Illinois Eastern Community Colleges/Wabash Valley College A.A.S. degree program in Social Services Specialist who successfully complete the B.S.W. degree program in Social Work, meeting all transfer, retention and graduation requirements as stated in the Indiana State University catalog will be awarded the degree of B.S.W. in Social Work.

Specifics of Articulated Programs

1. Associate of Applied Science degree
 - A. Illinois Eastern Community Colleges/Wabash Valley College offers an Associate of Applied Science degree in Social Services Specialist at all Illinois Eastern Community Colleges/Wabash Valley College sites wishing to participate in this articulation agreement.
 - B. The A.A.S. degree will be designed as a transfer degree for students wishing to complete a baccalaureate degree at Indiana State University following the completion of the A.A.S. degree and the degree will consist entirely of course work transferable to Indiana State University.
2. Curriculum
 - A. The A.A.S. degree contains at least 40% of the course work which is equivalent to freshman and sophomore level content courses required for a B.S.W. degree in Social Work.
 - B. The A.A.S. degree program contains at least 40% of the course work which is transferable to Indiana State University to satisfy the Basic Studies and Liberal Studies portion of the baccalaureate General Education program and additional hours toward graduation. More than 124 hours may be required for graduation to satisfy the necessary 50 hours of upper division (300 and 400 level courses).
 - C. The maximum number of semester-hours to be transferred to Indiana State University is 94. However, the specifics as to how transfer courses apply to this specific degree are detailed in the attached matrix.
 - D. Course syllabi for the Illinois Eastern Community Colleges/Wabash Valley College courses which have been found to be equivalent are on file in the Office of Degree Audit and Transfer. Illinois Eastern Community Colleges/Wabash Valley College agrees to use these syllabi, or their updates, as the foundation for those courses.
 - E. All graduating students from Indiana State University must earn a minimum of 50 credit hours at the 300/400 level. These credits will be distributed between General Education and the major courses.
3. Faculty Credentials
 - A. Desired faculty credentials for the courses taught should become part of this articulation agreement and be documented in course syllabi.

- B. Faculty qualifications should meet the following guidelines for Associate degree programs:
 - 1) an adequate number of appropriately qualified full-time faculty,
 - 2) the qualifications should include, but not be limited to, emphasis upon: extent, recency, and pertinence of academic preparation; teaching as well as practical experience; and membership and participation in organizations that provide support for, and contribute to, the appropriate body of content, and
 - 3) normally at least substantial or continuing progress toward a masters degree is required in a discipline closely related to the instructor's assignment for regular faculty members with a goal to increase the number of faculty with masters degrees.
- C. These credential requirements apply to both full-time, regular faculty as well as temporary and/or adjunct faculty.
- D. Illinois Eastern Community Colleges/Wabash Valley College agrees to maintain an adequate number of qualified full-time faculty to provide a desirable mix of full-time/part-time faculty.
- E. Illinois Eastern Community Colleges/Wabash Valley College agrees and commits itself to work toward full implementation of the faculty credential requirements of the syllabi.

4. Program Articulation

The course patterns and equivalencies inherent in this program articulation agreement are shown in the chart in Appendix A. It should be used as the guide for student advising and course transfer acceptance.

5. Course Transfer and Grandfathering

- A. Students who seek to transfer course credit from Illinois Eastern Community Colleges/Wabash Valley College into the Indiana State University College of Arts and Sciences will have their transfer request evaluated on a block or course-by-course basis consistent with the prescribed policies and practices of Indiana State University and the College of Arts and Sciences.
- B. Students who have taken any social work related field course work at Illinois Eastern Community Colleges/Wabash Valley College before the implementation of this agreement may be allowed, on a case-by-case and course-by-course basis, to

transfer those courses into the B.S.W. program at Indiana State University.

- C. The program articulation agreement is null and void if a student does not complete the prescribed program with the appropriate course grades and overall gpa (2.00).
6. All students transferring course credit from Illinois Eastern Community Colleges/Wabash Valley College to Indiana State University whether following completion of the A.A.S. degree or for individual courses, will do so via official transcripts. Courses that are not included within the original articulation and/or transfer agreements will be reviewed on a course-by-course basis.
7. Program Review
- A. Indiana State University will maintain records of students transferring from Illinois Eastern Community Colleges/Wabash Valley College to the Indiana State University College of Arts and Sciences. In the event that questions arise, Indiana State University reserves the right to review the A.A.S. degree in Social Services Specialist at Illinois Eastern Community Colleges/Wabash Valley College at either state-wide, regional, or campus levels.
 - B. Indiana State University reserves the right to disqualify any region or campus in which significant deviations from this agreement are found.
 - C. A review of the articulation agreement will commence after the second full year of implementation and every three years hence.
 - D. Indiana State University will prepare an annual report regarding the success rate of Illinois Eastern Community Colleges/Wabash Valley College graduates who are completing a B.S.W. degree program at Indiana State University.

**Indiana State University
College of Arts and Sciences
BS Completion Program Articulation Curriculum Agreement**

College of Arts and Sciences Degree Program: BSW Social Work
Illinois Eastern Community College Degree Program: AAS Social Services Specialist

ISU Degree		Transfer Courses		Courses to take at	
Requirements				ISU	
Major Degree Programs					
SOWK 130	3			SOWK 130	3
SOWK 240	3			SOWK 240	3
SOWK 252	3			SOWK 252	3
SOWK 270	3			SOWK 270	3
SOWK 281	3			SOWK 281	3
SOWK 382	3			SOWK 382	3
SOWK 384	3			SOWK 384	3
SOWK 390	3			SOWK 390	3
SOWK 480	5			SOWK 480	5
SOWK 490	3			SOWK 490	3
SOWK 491	3			SOWK 491	3
SOWK 494	3			SOWK 494	3
SOWK 498	5			SOWK 498	5
SOWK 499	5			SOWK 499	5
PSY 101	3	PSY 1101	3		
ECON 100	3	ECN 2101(ECON200-substitution)	3		
SOC 100	3	SOC 2101(SOC 100)	3		
CS 101	3	DAP 1201	3		
BIOL 112/L	4	LSC 1101	4		
PSCI 201	3	PLS 2101	3		
PSCI 305	3	PLS 2103(PSCI 305)	3		
PSY 368	3	PSY 2111(PSY 001-substitution)	3		
HLTH 340	3	MTH 1131 (MATH 241 substitution)	3		
Total	76		28	Total	48
		Electives toward graduation			
		SSS 1201 (SOWK 001)	3		
		EDU 1108 (HLTH 211)	3		
		SSS 1202 (SOWK 001)	3		

		PSY 2109 (PSY 266)	3		
		SSS 2205 (SOWK 001)	4		
		SOC 2103 (SOC 260)	3		
		SSS 2201 (SOWK 001)	5		
		SSS 2202 (SOWK 001)	1		
		BOC 1206 (ELEC 001)	1		
		SOC 2104 (SOC 001)	3		
		SSS 2203 (SOWK 001)	5		
		SSS 2204 (SOWK 001)	1		
		Total	35		

General Education - Basic Studies

ENG 101	3	ENG 1111	3		
ENG 105 or 107	3	ENG 1121	3		
ENG 305	3			ENG 305	3
COMM101	3	SPE 1101	3		
Information Technology	3	completed in major			
Quantitative Literacy	3	completed in major			
Foreign Language *	6			Foreign Language *	6
PE 101/L	2			PE 101/L	2
TOTAL	26		9		11

General Education - Liberal Studies

SMS: Foundation	4	completed in major			
SMS: Elective	3	HEC 1101 (FCS 201)	3		
SBS: Foundation	3	completed in major			
SBS: Elective	3	completed in major			
LAPS: Literature and Life	3			LAPS: Literature and Life	3
LAPS: Elective	3	ART 1105 (ART 151) or	3		
		ART 1181 (ARTH 271) or			
		ART 2181 (ARTH 272) or			
		MUS 1101 (MUS 233)			
Historical Studies	3			Historical Studies	3
MCS: US Diversity	3			MCS: US Diversity	3
MCS: IC Diversity	3			MCS: IC Diversity	3
Capstone	3	completed in major			
TOTAL	31		6		12

Overall University Graduation Requirements

	Total earned hours (minimum)	Hours @ 300-400 level (minimum)
Transfer Hours	78	
To be completed at ISU	71	50
	149	

* May have been met with high school study, verified by an official transcript from student's high school submitted to ISU Office of Admissions.

FINAL 11/2/2006

Agenda Item #8E

Affiliation Agreement with Vannara Sakbun

Agenda Item #8E

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
RE: Affiliation Agreement with Vannara Sakbun, M.D. – Terre Haute, IN

The District's Associate Degree Nursing Program wishes to enter into an affiliation agreement with Dr. Vannara Sakbun of Terre Haute, Indiana.

This is our standard affiliation agreement and I ask the Board's approval of it.

TLB/rs

Attachment

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
OLNEY CENTRAL COLLEGE ASSOCIATE DEGREE NURSING PROGRAM
FCC - LTC - OCC - WVC**

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this 17th day of January, 2007.

by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529,
FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL
COLLEGE and WABASH VALLEY COLLEGE, for its Associate Degree Nursing Program
(hereinafter referred to as DISTRICT #529) and Vannara Sakbun, MD, Ph.D., Terre, Haute, IN
(hereinafter referred to as AGENCY):

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical nursing laboratory practice by students of the Nursing Program for the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the nursing students and faculty of DISTRICT #529 for the desired purpose,

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 in all areas of patient care for observation and participation by the students and faculty of the DISTRICT #529, Associate Degree Nursing Program subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Associate Dean and/or Department Head of the Associate Degree Nursing Program on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.
3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical nursing laboratory practice, and will be available to the nursing students.

The specific assignment of learning experiences to specific students will be made and arranged by the Nursing Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Supervisor or Coordinator on behalf of

the AGENCY. Nursing Faculty assumes full responsibility and supervision of the nursing students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the Nursing Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of nursing care and safeguard of patients assigned to students. The AGENCY nursing personnel will retain full and final decisions for patient care assigned to nursing students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529, and will comply with the policies of the health AGENCY.

Nursing students and Nursing Faculty assigned to, or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

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.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Nursing Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new Nursing Faculty member of DISTRICT #529 participating in the program will arrange with the Director of Nursing Service, on behalf of the AGENCY, for an orientation prior to the assignment of the new Nursing Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the Director of Nursing Service, on behalf of the AGENCY, and by the A.D. Department Head and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and instructors will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the

contemplated program. Nursing Faculty and nursing students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY.

11. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of faculty and students.

12. An annual review of the agreement will be made each spring. 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 DISTRICT #529's Associate Degree Nursing 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 nursing laboratory 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

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529, OLNEY CENTRAL COLLEGE

_____ COLLEGE

Vice President or
Director of Nursing Services

Department Head of Nursing, ADNP

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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

Agenda Item #8F

Observation Agreement with Vannara Sakbun

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
RE: Observation Agreement with Vannara Sakbun, M.D. – Terre Haute, IN

The District's Associate Degree Nursing Program wishes to enter into an observation agreement with Dr. Vannara Sakbun of Terre Haute, Indiana.

This is our standard affiliation agreement and I ask the Board's approval of it.

TLB/rs

Attachment

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT 529
OLNEY CENTRAL COLLEGE ASSOCIATE DEGREE NURSING PROGRAM
FCC - LTC - OCC - WVC**

OBSERVATION EXPERIENCE AGREEMENT

Agreement made this 17th day of January, 2007, between Vannara Sakbun, MD, Ph.D of Terre Haute, IN, hereinafter referred to as AGENCY, and Illinois Eastern Community Colleges, District 529, Olney Central College Associate Degree Nursing Program, hereinafter referred to as COLLEGE.

Agreement is for the purpose of providing student observation experience in a facility other than the classroom or clinical setting. An observation experience may be described as:

An opportunity for the nursing student to visit an agency at a designated time to observe the functions of health team and the common well defined health problems of the client treated by said agency.

COLLEGE AGREES TO:

1. Utilize AGENCY for student observation experiences as part of their clinical instruction. These experiences would be under the indirect supervision of a college instructor in that an instructor would not be on AGENCY premises with the students. The instructor will be available by telephone.
2. Provide the AGENCY with written objectives for each observation experience.
3. Comply with rules, regulations and policies of AGENCY that are applicable to AGENCY employees, including, but not limited to health, safety and confidentiality regulations.
4. Insure that students are covered by liability insurance.
5. Retain responsibility for student education.
6. Evaluate total clinical experience received by students from AGENCY.

AGENCY AGREES TO:

1. Retain responsibility for client care.
2. Encourage student learning experiences by providing opportunity for student to interact with staff.

3. Encourage student learning experiences by providing opportunity for student to observe patient care by AGENCY staff.
4. Evaluate total student observation experience.
5. The AGENCY will determine the number of students allowed for each assignment.
6. The AGENCY will determine what nursing functions the student may perform.

AGENCY:

By _____

COLLEGE:

ILLINOIS EASTERN COMMUNITY COLLEGES,
 DISTRICT 529, OLNEY CENTRAL COLLEGE
 ASSOCIATE DEGREE NURSING PROGRAM

By _____
 Department Head

By _____
 Associate Dean of Nursing and Allied Health

By _____
 President, Olney Central College

By _____
 Chairman, IECC Board of Trustees

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Agenda Item #8G

Pacific Cycle Agreement

Agenda Item #8G

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 20, 2007
RE: Agreement with Pacific Cycle

Pacific Cycle, Inc. has requested that the District, through the Olney Central College Allied Health Program, assist the company's Olney facility in complying with certain employee health tests that are required annually.

President Jack Davis and Dean of Allied Health Donna Henry have worked closely with Tammy Quillen of Pacific Cycle to develop a program of testing for blood pressure, blood, and other required tests to be performed by students of the Allied Health Program.

The agreement states that the District will comply with all privacy provisions and protect all health information that they may receive during the conduct of these tests. The results of any tests will be disclosed only as permitted by law and any federal rules or regulations.

The agreement shall be effective March 23, 2007 and shall terminate when all the protected health information is provided to Pacific Cycle.

I ask the Board's approval of this agreement.

TLB/rs

Attachment

BUSINESS ASSOCIATE AGREEMENT

Part I – Preamble

- A. **Effective Date:** The effective date of this Business Associate Agreement (“Agreement”) is March 23, 2007.
- B. **Parties:** The parties to this Agreement are Pacific Cycle, Inc. (the “Plan” or “Covered Entity”) and Illinois Eastern Community Colleges – Olney Central College (the “Business Associate”). The “Plan” or “Covered Entity” and “Business Associate” agree that there shall be no third party beneficiaries to this Agreement, including but not limited to, individuals whose protected health information is created, received, used and/or disclosed by Business Associate in its role as Business Associate.
- C. **Purpose:** The parties intend that this Agreement comply with the Business Associate contract requirements set forth in the Standards for Privacy of Individually Identifiable Health information “The Rule,” 45 C.F.R. Parts 160 and 164. The parties also intend that this Agreement complies with the relevant provisions of applicable state health care information privacy law.

Part II – General Terminology

- A. The following terms shall have the same meaning as is set forth in the HIPAA Privacy rule: data aggregation, designated records set, individual, Notice of Privacy Practices, required by law, and the Secretary of Health and Human Services. Protected Health Information (“PHI”) shall have the same meaning as in 45 C.F.R. § 164.501, but limited to the information created or received by Business Associate from, or on behalf of, Covered Entity.
- B. In the event of inconsistency between the provisions of this Agreement and the mandatory terms of the Rule, as may be expressly amended from time to time by the U.S. Department of Health and Human Services (“HHS”) or as a result of the interpretation by HHS, such court or regulatory agency shall prevail. In the event of a conflict among the interpretations of these entities, the conflict shall be resolved in accordance with rules of precedence.
- C. Where provisions of this Agreement are different from those mandated by the Rule, but are nonetheless permitted by the Rule, the provision of this Agreement shall control.

Part III – Obligations of Business Associate

A. Business Associate agrees to create, receive, use or disclose PHI only in a manner that is consistent with this Agreement or the Rule, and only in connection with providing the services to Covered Entity. In providing services to or for Covered Entity, Business Associate, for example, will be permitted to use and disclose PHI for Treatment, Payment and Health Care Operations (“TPO”) in accordance with the Rule. Also, under the Rule, Business Associate also may use or disclose PHI received by Business Associate in its capacity as a Business Associate to Covered Entity for:

1. The proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate; and
2. The disclosure of PHI for proper management and administration of the Business Associate, or to carry out the legal responsibilities of the Business Associate, provided that the disclosures are required by law, or the Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will be held confidential and the person agrees to notify the Business Associate of any breaches of confidentiality.

B. Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement.

C. Business Associate agrees to report to Covered Entity any use or disclosure of the PHI not provided for by this Business Associate agreement of which it becomes aware.

D. Business Associate agrees to include in all contracts with any agent, including a subcontractor to whom it provides PHI received from or created by Business Associate on behalf of Covered Entity or, as directed by Covered Entity, the same restrictions and conditions on the use and disclosure of PHI that apply through this Agreement to Business Associate with respect to such information.

E. Business Associate agrees to provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity to PHI in a Designated Record Set to Covered Entity or, as directed by Covered Entity, to an individual who is the subject of the PHI in order to meet the requirements under 45 C.F.R. 164.524.

F. Business associate agrees to make PHI available for amendment and to incorporate any amendment to PHI in a Designated Record Set that Covered Entity directs or agrees to pursuant to 45 C.F.R. 164.526 at the request of Covered Entity or an individual, and in the time and manner designated by Covered Entity.

G. Business Associate agrees to make internal practices, books and records relating to use and disclosure of PHI received from or created by Business Associate on behalf of Covered Entity available to Covered Entity, or at the request of Covered Entity to HHS or its agents, in a time and manner designated by Covered Entity or HHS for the purpose of determining Covered Entity’s compliance with the Rule.

H. Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. 164.528.

I. Business Associate agrees to provide Covered Entity, in a time and manner designated by Covered Entity, information collected to permit Covered Entity to respond to a request by an individual an accounting of disclosures of PHI in accordance with 45 C.F.R. 164.528.

Part IV – Obligations of Covered Entity

- A. Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with 45 C.F.R. 164.520, as well as any changes to the notice.
- B. Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by any individual to use or disclose his/her PHI if such changes affect Business Associate's permitted or required uses and disclosures.
- C. Covered Entity shall notify Business Associate, in writing and in a timely manner, of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. 164.522.
- D. Except for Business Associate's management and administrative activities and data aggregation, Covered Entity shall not request that Business Associate use or disclose PHI in any manner that would violate the Rule if done by Covered Entity.

Part V – Term and Termination of Agreement

- A. This Agreement shall be effective as of the date set forth above in the first paragraph and shall terminate when all of the PHI provided by Covered Entity to the Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or if it is infeasible to return or destroy PHI, protections are extended to such information in accordance with the termination provisions in this section.
- B. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall have the right to terminate this Agreement or seek any other remedies available by law for a Covered Entity.
- C. Parties agree that the termination of the Underlying Service Agreement between Parties will result in the termination of this Agreement effective upon compliance with Section A of this Term and Termination Agreement.
- D. Except as further provided in this Section, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate, on behalf of Covered Entity. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of PHI.
- E. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Business Associate shall extend the protections of the Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

Part VI – Indemnification

A. Business Associate shall indemnify and hold harmless Covered Entity and any of Covered Entity’s affiliates, directors, officers, employees and agents from and against any claim, cause of action, liability, damage, cost or expense (including attorneys’ fees) arising out of, or directly relating to, any non-permitted use or disclosure of PHI or other breach of this Agreement by Business Associate or any affiliate, director, officer, employee, agent or subcontractor of Business Associate.

B. Covered Entity shall indemnify and hold harmless Business Associate and any of Business Associate’s affiliates, directors, officers, employees and agents from and against any claim, cause of action, liability, damage, cost or expense (including attorneys’ fees) arising out of, or directly relating to, any non-permitted use or disclosure of PHI or other breach of this Agreement by Covered Entity or any affiliate, director, officer, employee, agent or subcontractor of Covered Entity.

In witness whereof, the parties hereto have executed this Agreement effective on the day and year stated above.

Company Name: _____ Company Name: _____

Signature: _____ Signature: _____

Name: _____ Name: _____

Title: _____ Title: _____

Date Signed: _____ Date Signed: _____

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

MARCH 2007

Lincoln Trail College

1. Theater Seat Upholstery

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Theater Seat Upholstery
DATE: March 20, 2007

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

The Bid Committee recommends acceptance of the low bid received that meets all specifications from **Newton Upholstery Company** in Newton, IL for a total of **\$31,500.00**.

Respectfully submitted,

Terry Bruce
Harry Hillis, Jr.
Bev Turkal

Vendor	Bid
Newton Upholstery Newton, IL	\$31,500
Ace Custom Upholstery & Rod Shop Fairfield, IL	\$34,900
Irwin Seating Company Grand Rapids, MI	\$37,995
Ivan's Upholstery Fairfield, IL	\$40,230

Source of Funds: Trust & Agency and Restricted Purposes

Department: Theater

Rationale for Purchase: The Theater seats are worn and stained in many places. Springs are poking through the fabric in a few seats. The foam is disintegrated in those seats checked. These are the original seats.

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

BID REQUEST FOR LTC THEATER SEAT UPHOLSTERY

Partial restoration of 429 to 447 Irwin Seating Company Model 5686 Comet chairs (originally installed 1974/1975).

Includes:

Removal of seat toppers and inner back panels from chairs

Transportation of parts

Removal and disposal of old foam and fabric

New foam and fabric (grade D fabric)

Shipment of completed seat toppers and inner back panels

Reassembly of chairs

Include all freight and on-site labor.

List warranty

All freight and on-site labor charges are included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is received by Illinois Eastern Community Colleges.

BID TOTAL _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

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 February 28, 2007

<u>FUND</u>	<u>BALANCE</u>
Educational	\$262,782.64
Operations & Maintenance	\$147,639.22
Operations & Maintenance (Restricted)	\$27,776.14
Bond & Interest	\$111,791.03
Auxiliary	\$359,722.11
Restricted Purposes	(\$265,266.39)
Working Cash	\$106,800.34
Trust & Agency	\$269,280.76
Audit	\$48,416.03
Liability, Protection & Settlement	\$112,979.92
TOTAL ALL FUNDS	\$1,181,921.80

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
February 28, 2007

	ALL FUNDS
	Fiscal Year 2007
ASSETS:	
CASH	1,181,922
IMPREST FUND	21,500
CHECK CLEARING	12,000
INVESTMENTS	12,490,000
RECEIVABLES	2,690,761
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	481,046
OTHER ASSETS	446,276
TOTAL ASSETS AND OTHER DEBITS:	17,323,505
 LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	264,782
ACCOUNTS PAYABLE	18,170
ACCRUED EXPENSES	-
INTERFUND PAYABLES	139,950
DEFERRED REVENUE	0
OTHER LIABILITIES	768,018
TOTAL LIABILITIES:	1,190,920
 EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	1,646,662
PR YR BDGTED CHANGE TO FUND BALANCE	324,035
 FUND BALANCES:	
FUND BALANCE	9,160,716
RESERVE FOR ENCUMBRANCES	5,001,172
TOTAL EQUITY AND OTHER CREDITS	16,132,585
 TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	17,323,505

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF February 28, 2007

ALL FUNDS

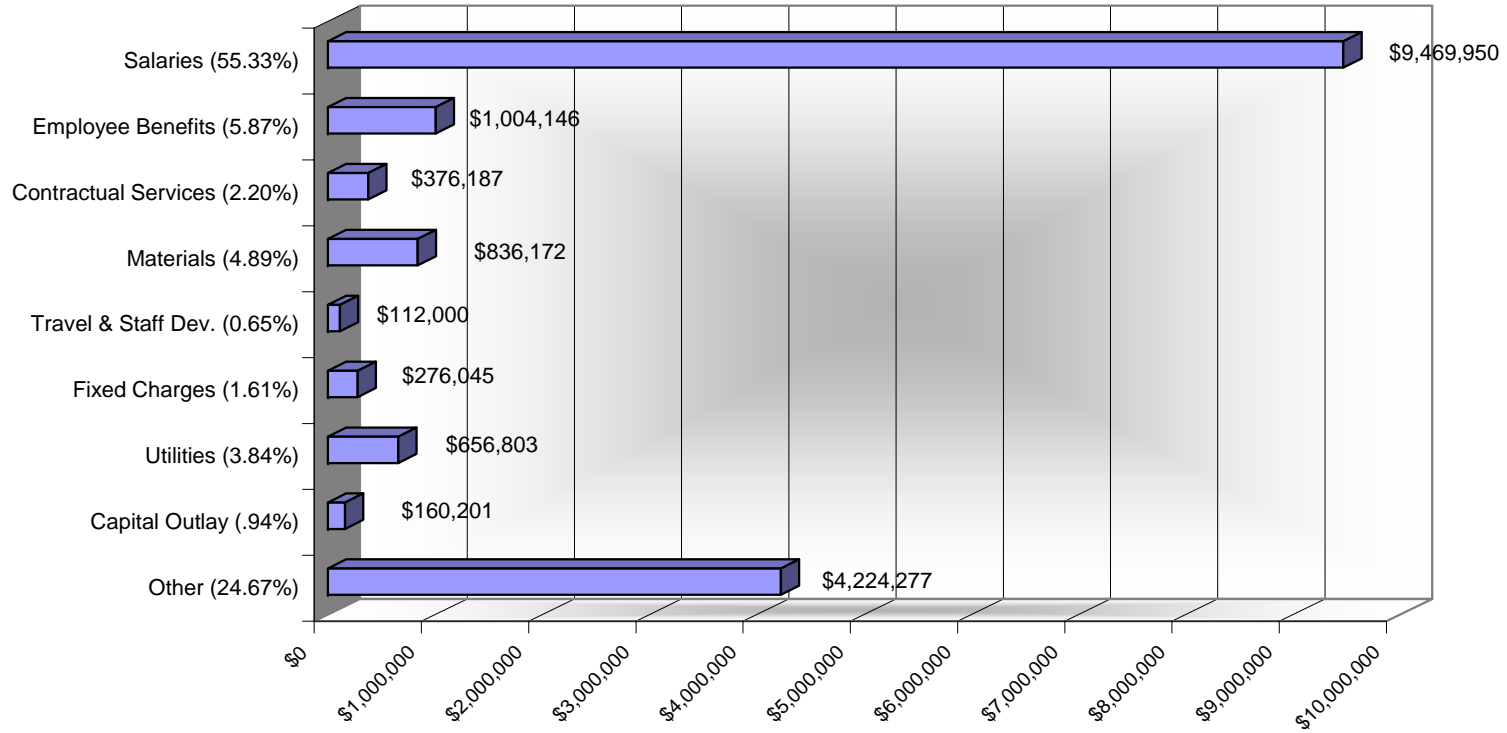
	YEAR-TO-DATE
REVENUES:	
LOCAL GOVT SOURCES	4,853,616
STATE GOVT SOURCES	7,020,507
STUDENT TUITION & FEES	10,012,742
SALES & SERVICE FEES	2,217,283
FACILITIES REVENUE	37,624
INVESTMENT REVENUE	306,307
OTHER REVENUES	49,229
TOTAL REVENUES:	<u>24,497,308</u>
EXPENDITURES:	
INSTRUCTION	7,134,367
ACADEMIC SUPPORT	310,651
STUDENT SERVICES	822,491
PUBLIC SERV/CONT ED	37,390
OPER & MAINT PLANT	1,652,607
INSTITUTIONAL SUPPORT	5,914,225
SCH/STUDENT GRNT/WAIVERS	4,188,484
AUXILIARY SERVICES	3,083,124
TOTAL EXPENDITURES:	<u>23,143,339</u>
TRANSFERS AMONG FUNDS:	
INTERFUND TRANSFERS	<u>0</u>
TOTAL TRANSFERS AMONG FUNDS:	0
NET INCREASE/DECREASE IN NET ASSETS	<u>1,353,969</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Comparison Report
FY 2005 - 2007

College	Category	FISCAL YEAR 2005			FISCAL YEAR 2006			FISCAL YEAR 2007			
		Annual Budget	Spent Thru February	% of Bdgt	Annual Budget	Spent Thru February	% of Bdgt	Annual Budget	Spent Thru February	% of Bdgt	% of Year
Frontier	Bills		\$1,246,275			\$1,323,312			\$1,444,315		
	Payroll		1,328,093			1,367,934			1,314,079		
	Totals	\$3,475,709	2,574,368	74%	\$3,644,692	2,691,246	74%	\$3,752,325	2,758,394	74%	67%
Lincoln Trail	Bills		988,252			913,927			957,872		
	Payroll		1,533,790			1,560,953			1,548,721		
	Totals	3,546,178	2,522,042	71%	3,507,776	2,474,880	71%	3,610,238	2,506,593	69%	67%
Olney Central	Bills		1,350,228			1,376,361			1,422,650		
	Payroll		2,568,218			2,855,660			2,926,711		
	Totals	5,418,118	3,918,446	72%	5,810,258	4,232,021	73%	6,089,108	4,349,361	71%	67%
Wabash Valley	Bills		1,291,960			1,409,284			1,468,644		
	Payroll		1,954,353			2,009,257			1,964,474		
	Totals	4,256,100	3,246,313	76%	4,454,180	3,418,541	77%	4,610,951	3,433,118	74%	67%
Workforce Educ.	Bills		962,119			1,160,790			1,147,529		
	Payroll		674,076			690,274			650,543		
	Totals	2,467,643	1,636,195	66%	2,600,413	1,851,064	71%	2,663,391	1,798,072	68%	67%
District Office	Bills		162,462			148,226			158,417		
	Payroll		581,348			596,347			571,499		
	Totals	1,217,781	743,810	61%	1,241,658	744,573	60%	1,240,904	729,916	59%	67%
District Wide	Bills		1,102,491			1,074,556			1,046,404		
	Payroll		412,404			460,832			493,923		
	Totals	4,042,284	1,514,895	37%	3,959,155	1,535,388	39%	4,393,591	1,540,327	35%	67%
O & M	Bills										
	Payroll										
	Totals										
GRAND TOTALS		\$24,423,813	\$16,156,069	66%	\$25,218,132	\$16,947,713	67%	\$26,360,508	\$17,115,781	65%	67%

Excludes DOC

**Illinois Eastern Community Colleges
FY2007
Operating Funds**



Illinois Eastern Community Colleges Dist. #529
 As of February 28, 2007 - \$17,115,781

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: March 15, 2007

RE: Personnel Report

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

INDEX

400.1. Change in Status

400.2. Leave of Absence Approved by CEO since February 20, 2007

400.3. Special Assignments

PERSONNEL REPORT

400.1. Change in Status

A. Faculty

1. James Beers, from Director of Human Services and Job Development / Retention, FCC, to Workforce Education Instructor, WED, effective March 22, 2007

400.2. Leave of Absence Approved by CEO since February 20, 2007

A. None

400.3. Special Assignments

A. Extra-Curricular

Recommended

2006/2007 Name

- | | | |
|----|-----------------------------|--------------------------------|
| 1. | Judy Neikirk
\$1,500 | Diversity Project Leader – WVC |
| 2. | LeAnn Hartleroad
\$2,000 | Diversity Project Leader – OCC |
| 3. | Kathy Overstreet
\$2,000 | Diversity Website Developer |

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 VIII**

	Estimated Budget										
Repair Stairways & Elevators	\$121,460										
Districtwide Upgrade of Plumbing	\$67,200										
GRAND TOTAL	\$188,660		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

2/28/2007