

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

February 19, 2002



Location:

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

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

**Illinois Eastern Community Colleges
Board Agenda**

**February 19, 2002
7:00 p.m.
Olney Central College**

1. Call to Order & Roll Call Chairman Lane
2. Disposition of MinutesBruce
3. Recognition of Visitors and Guests.....Bruce
 - A. Visitors and Guests
 - B. IECCEA 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. Big Creek Woods Memorial Nature Preserve Management PlanBruce
 - B. Authorization to Terminate FCC Nursing Building LeaseBruce
 - C. Acceptance of Data and Characteristics Survey Browning
 - D. Statement of Final Construction Compliance Projects Browning
 - E. Purchase of Sanyo Building.....Bruce
 - F. Tuition IncreaseBruce
9. Bid Committee Report Browning
Frontier Community College
 1. Shelving for New Library
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	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 Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, January 15, 2002.

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

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

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Mr. James W. Lane, Jr., Mr. Larry Rost, Mr. Kevin C. Williams, Miss Marilyn J. Wolfe. Also present was Mr. Blake Smith, student trustee. Trustees absent at roll call: Mrs. Shirley B. Kessler. 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. Hans Andrews, President of Olney Central College.
Dr. John Arabatgis, President of Lincoln Trail College.
Dr. Harry Benson, President of Wabash Valley College.
Dr. Michael Dreith, President of Frontier Community College.
Mr. Roger Browning, Chief Finance Officer.
Mr. George Woods, Dean of Community Development & Workforce Education.
Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.
Ms. Pamela Schwartz, Associate Dean of Institutional Development.
Ms. Kathleen Pamppe, Associate Dean of Education to Careers Program.
Mrs. Marty Novak, Director of Personnel.
Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, Tuesday, December 11, 2001, were presented for approval.

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

AGENDA #3 – “Recognition” –

#3-A. Visitors & Guests: Visitors & guests present were recognized. Dr. Dreith introduced Mr. Corey Musgrave, a student at FCC who has been elected student trustee and will be seated in April 2002.

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees:

#5-A.(1). Statement by Trustee Kevin Williams: Trustee Kevin Williams presented a statement disclosing to the board and to the public his involvement with Wabash Communications, Inc., owners and/or operators of Radio Stations WSJD and WVMC and TV Station WCJT-TV12; and Wabash Valley College’s Radio Station, WVJC and the cable station WVC-TV (Cable 15), which are owned and operated by Wabash Valley College. Mr. Williams stated: “I do not believe that there is any conflict of interest in my ownership interest in the Wabash Communications, Inc. properties and my role as trustee and, as such, owner of WVJC. We have

notified the Federal Communications Commission of the ownership issues, but I wish to remind the board of my ownership and involvement between all the stations. I am doing this to avoid any later challenges to my integrity or the integrity of the Board..."

(*Note:* A complete copy of the foregoing statement is attached to minutes of the meeting of this date as an exhibit, and is made a part of the minutes by this reference.)

#5-B. Report from Presidents: Informational reports from each of the four colleges were presented by Dr. Andrews, Dr. Arabatgis, Dr. Benson, Dr. Dreith.

#5-C. Report from Cabinet: Mr. Woods presented an informational report on Coal Mining Technology/Telecom.

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

#6-A. Persistence and Degree Completion Policy: The Persistence and Degree Completion Policy, as approved by the IECC Cabinet on January 2, 2002, was reviewed as an informational item. The policy will be included in the appendix section of the college catalog, in the assessment plan, and included in the annual report card.

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

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

#8-A. Foundation Loan (OCC Foundation to OCC): The CEO recommended approval for Olney Central College to borrow the sum of \$6,500 from the OCC Foundation for the purchase of a mower for the baseball diamond. OCC plans to repay the loan to the Foundation over a four-year period. Interest rate will be 3%.

Board Action: Miss Wolfe made a motion to approve the OCC Foundation loan to OCC as recommended. Mr. 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. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Cooperative Agreement Between Office of Rehabilitation Services and IECC: The CEO recommended approval of a cooperative agreement between the Office of Rehabilitation Services, located at Olney and Mt. Vernon, Illinois, and Illinois Eastern Community Colleges, as presented. Because of recent changes to the federal Rehabilitation Act our Regional Office of Rehabilitation Services Administration has developed a new agreement in which there is a shared responsibility for the provision of auxiliary aids.

Board Action: Mr. Williams made a motion to approve the new Cooperative Agreement between the ORS and IECC as recommended. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#8-C. Affiliation and Preceptor Agreements: The CEO recommended approval of Affiliation and Preceptor Agreements with Springhill Medical Center and Hope Center, located in Terre Haute, Indiana, and an Affiliation Agreement with Good Samaritan Regional Health Center, located in Mt. Vernon, Illinois.

Board Action: Dr. Fischer made a motion to approve the foregoing Affiliation and Preceptor Agreements 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. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Robinson & Lawrence Corrections Facilities: The CEO reported that the Governor has reinstated funding for vocational programs in corrections. Updated FY02 budget summaries were presented for programs being offered at the Robinson and Lawrence Correctional Centers. The Robinson Correctional Center budget was \$430,481 and is now \$376,886. The Lawrence Correctional Center budget was \$528,370 and is now \$226,291. The Lawrence Correctional Center budget assumes that the Horticulture and Construction Occupations Instructor positions will not be filled. There are only 500 inmates this fiscal year and there will not be a significant enough increase in the number to justify these programs.

AGENDA #9 – “Bid Committee Report” –

#9-A. IECC – Desktop Computers: Subsequent to the Bid Committee’s original recommendation on January 8, 2002, further analysis after consideration of quantities requested indicates that the actual total low bid was submitted by Charley, Inc., Robinson, IL. Therefore, the Bid Committee recommended acceptance of the low bid received that meets all specifications, from Charley, Inc., for 67 desktop computers for a grand total bid of \$69,602.

Revised Bid Recommendation: Without objection, the Chair directed that the revised Bid Committee recommendation for desktop computers be considered.

Board Action: Dr. Fischer made a motion to accept the revised recommendation of the Bid Committee for purchase of 67 desktop computers from Charley, Inc. Mr. Williams seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-B. IECC – Laptop Computers: The Bid Committee recommended acceptance of the only bid received that meets all specifications, from Gateway Companies, Inc., N. Sioux City, SD, for 20 laptop computers for a total of \$32,564.

Board Action: Dr. Fischer made a motion to accept the recommendation of the Bid Committee for purchase of 20 laptop computers from Gateway Companies, Inc. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

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

#9-C. Frontier Community College – Shelving for New Library: Without objection, the recommendation of the Bid Committee, to reject all bids and re-bid this item, was accepted.

#9-D. Olney Central College – Bleachers: Mr. Marion Poggas, Image Architects, recommended acceptance of the base bid of Seating Systems, Farina, IL, \$119,318, for bleacher replacement at Olney Central College. The work consists of removal and replacement of ten rows on each side of the gymnasium at Olney Central College.

Board Action: Mr. Rost made a motion to accept the recommendation of Image Architects for bleacher replacement at Olney Central College and accept the base bid of Seating Systems. Mr. Smith seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 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 \$7,055,084.27, as of December 31, 2001.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of January, 2002, totaling \$908,753.71, were presented for approval.

Board Approval for Payment of Financial Obligations: Miss Wolfe made a motion to approve payment of the district financial obligations for the month of January, 2002, in the amounts listed, and payments from the revolving fund for the month of December, 2001. Mr. 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. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 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. New Year's State Funding Situation.
2. Enrollment Report – Up 8% Overall.
3. Impact of Impending Community College Retirements.
4. Hella Regional Training Academy Award.
5. Gateway Computer Repairs.
6. Cisco Data.
7. Special Needs Progress Report.
8. ILCCO (Illinois Community Colleges Online) Grant.
9. ROTC Programs (IECC Not Eligible).
10. Upward Bound Performance Report.
11. New URL: iecc.edu; frontiercollege.cc; lincolntrail.cc; olneycentral.cc; wabashvalley.cc.
12. Business Development Center Successes.

AGENDA #12 – “Executive Session” – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(5) of the Open Meetings Act for setting of a price for purchase or lease of real property; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

#12-A. Closed Meeting: Miss Wolfe made a motion to hold a closed meeting to consider the matters outlined by the CEO. 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. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried and a closed meeting was held beginning at 8:40 p.m.

#12-B. Closed Meeting Ended: Mrs. Culver made a motion to reconvene in open session. Mr. Smith seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 9:30 p.m.

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

AGENDA #13 – “Approval of Executive Session Minutes” – Miss. Wolfe made a motion to approve, as prepared, minutes of a closed meeting held Tuesday, December 11, 2001, but that closed meeting minutes of that date 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.

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

400.1. Employment of Personnel

- A. Classified
 1. Jan Columbia – Office Assistant – District Office

400.2. Change in Status

- A. Professional/Non-Faculty
 1. Andrea Pampe – Director of Transition Center – OCC.

400.3. Notice of Intent to Renew CEO Contract

The contract of Terry L. Bruce, Chief Executive Officer/Chief Operating Officer, is to be renewed for an additional year.

PERSONNEL REPORT ADDENDUM

400.4. Reinstatement of the IECC/LTC Educational Program at the Robinson Correctional Center for FY02. Continued Employment is Pursuant to the Terms of the Existing Contract Between the Employee and IECC.

- A. Administrative
 - 1. Glen Donaldson, Associate Dean
- B. Classified
 - 1. Kay Conour, Office Assistant
 - 2. Carol Watts, Records Assistant
- C. Faculty
 - 1. Amy Bowler, Food Service Instructor
 - 2. Larry Conour, Computer Technology Instructor
 - 3. Alice Holtzhouser, Business Management Instructor
 - 4. Harvey Ricker, Commercial Custodial Instructor
 - 5. Paul Stouse, Horticulture Instructor

400.5. Reinstatement of Authorization to Hire Robinson Correctional Center Employee for FY02 Pending DOC Approval.

- A. Professional/Non-Faculty
 - 1. Amber Ramsey, Youthful Offender Counselor

400.6. Reinstatement of the IECC/LTC Educational Program at the Lawrence Correctional Center for FY02. Continued Employment is Pursuant to the Terms of the Existing Contract Between the Employee and IECC.

- A. Administrative
 - 1. Tim Watson, Correctional Site Director
- B. Classified
 - 1. Beverly Hemrich, Office Assistant

400.7. Reinstatement of Authorization to Hire Lawrence Correctional Center Employee for FY02 Pending DOC Approval.

- A. Professional/Non-Faculty
 - 1. Jody Rusk, Youthful Offender Counselor

400.8. Resignations – Lawrence Correctional Center

- A. Faculty
 - 1. Mary Roark, Computer Technology Instructor, effective December 31, 2001.
 - 2. Larry Nelson, Commercial Custodial Instructor, effective February 8, 2002.

400.9. Authorization to Hire Lawrence Correctional Center Employee for FY02 Pending DOC Approval. Employment is contingent upon Department of Corrections and IECC Requirements.

- A. Faculty

1. Mary Roark, Computer Technology Instructor – LCC.

#14-A. Board Action to Adopt Addendum to Personnel Report: Mr. Williams made a motion to amend the Personnel Report to add the Addendum as presented. 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 the “Ayes” have it and the motion is adopted.

#14-B. Board Action to Approve Amended Personnel Report: Mrs. Culver made a motion to approve the foregoing Personnel Report as amended. 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. Lane, Mr. Rost, Mr. Williams, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Kessler. The motion having received 6 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” – Mr. Rost made a motion to adjourn. Mr. Williams 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 adjourned at 9:35 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order & Roll Call

Agenda Item #2

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Agenda Item #3

Recognition of Visitors and Guests

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

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

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Big Creek Woods Memorial Nature Preserve Management Plan

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 19, 2002
RE: Big Creek Woods

Illinois Eastern has received a request from the Illinois Nature Preserves Commission relative to a management plan for the Big Creek Woods Memorial Nature Preserve. With the start of a new funding cycle for stewardship and educational/interpretive projects approaching, it is important for the Illinois Nature Preserves Commission to have a current management plan in place. The plan will allow for the removal of non-native plants on the preserve.

Mr. Chairman, I recommend approval of the attached plan.

TLB/rs

Attachment

SITE MANAGEMENT SCHEDULE FOR ILLINOIS NATURE PRESERVE
MANAGEMENT GOALS

Preserve Number: 27

Prepared by: B. Edgin

Site Name: Big Creek Woods Memorial Nature Preserve

County: Richland

Manager: James Burnett

OBJECTIVES FOR ESTABLISHING THE PRESERVE:

Big Creek Woods Memorial Nature Preserve provides protection for 40 acres of upland, bottomland, and successional forest, a sandstone cliff community, a population of the state-endangered grass-leaved lily, and a one-quarter mile segment of Big Creek, a perennial stream.

STATUS AND CONDITION OF NATURAL FEATURES PRESENT:

The upland forest is a mature third-growth forest composed predominantly of sugar maple. The larger oaks were harvested in the 1950's for barrel staves and dense shading from sugar maple is inhibiting the recruitment of oaks and other hardwoods.

The mature bottomland forest is located south of Big Creek. The forest is relatively young with most trees being 12 to 14 inches in diameter.

The successional forest is located in the floodplain north of Big Creek and was farmed prior to the area being dedicated as an Illinois Nature Preserve. Pin oak, sweet gum, silver maple, and sycamore are the most common overstory species. This plant community also contains an abundance of spring wild flowers including Virginia blue bells, false rue anemone, red trillium, wild ginger, Solomon's seal, and yellow and white trout lily.

The sandstone cliff community is located south of Big Creek in the southwest portion of the preserve. American spikenard, Christmas fern, fragile fern, and wild hydrangea are the common species of this community.

The grass-leaved lily is known from only five other sites in Illinois. The population at Big Creek Woods consists of 41 plants that are growing in three clumps and occupy an area about 3 meters by 4 meters in size. Only one of the 41 plants flowered during the 2000 growing season.

TYPES AND EXTENT OF DEGRADATION; POTENTIAL FOR RESTORATION:

The influx of sugar maple in the upland forest is dramatically altering the composition of the forest. Shading from the dense sugar maple stand has eliminated many understory shrub species common to forests of this type. Few hardwoods are present in the sapling layers of the forest and oak regeneration is nearly non-existent. This compositional change has also reduced nesting habitat for avian species that prefer to nest 1 to 4 meters above the ground.

AMOUNTS OF CURRENT/POTENTIAL VISITOR USE, AS RELATED TO MANAGEMENT ISSUES:

A small parking area suitable for one or two vehicles is located in the extreme southwest portion of the property. Visitor use is reported as being low, usually around 150 people per year. Occasional littering is encountered along the west boundary of the preserve that borders IL Route 130.

POTENTIAL LINKAGE WITH NEARBY LANDS; ACQUISITION BEING CONSIDERED:

The preserve is bordered on the north and west by cropland and on the south by a housing subdivision. A wooded tract borders the east boundary of the preserve and extends to the southeast and could provide buffer for the preserve. No additional land acquisitions are being considered at this time.

THREATS TO THE INTEGRITY OF THE PRESERVE:

Numerous exotic species including, Chinese yam, Japanese honeysuckle, Japanese barberry, bush honeysuckle, multiflora rose, autumn olive, and winged wahoo are present throughout the preserve. Most are present as widely scattered individuals or are present in small clustered populations. Efforts should be undertaken to eradicate the species before they become serious problems.

Canopy closure and shading from sugar maple are inhibiting the recruitment of hardwoods, particularly oak and hickory species. As the mature oaks and hickories die, the composition of the forest is expected to shift from oak-hickory to a predominantly sugar maple forest.

OVERALL MANAGEMENT GOALS (RANKED IN PRIORITY ORDER, IF POSSIBLE):

1. Continue monitoring of grass-leaved lily population on an annual basis.
2. Control populations of nonnative species.
3. Reduce sugar maple in understory to encourage oak regeneration.

This management schedule has been reviewed by:

Landowner: _____

Manager: _____

Steward: _____

Illinois Nature Preserves Commission

(Signature)

(Date)

SITE NAME: BIG CREEK WOODS MEMORIAL NATURE PRESERVE PRESERVE NUMBER: 27
 CURRENT EXPIRATION DATE: 01/01/05

MANAGEMENT UNIT:

A: General

OBJECTIVE: Identify boundaries of Big Creek Woods Memorial Nature Preserve.

ACTION: Post and maintain boundary signs.

Dates	Agency/Personnel
01/01/02 to 12/31/02	INPC
01/01/03 to 12/31/03	INPC
01/01/04 to 12/31/04	INPC

OBJECTIVE: Identify ecological changes and other management concerns.

ACTION: Conduct site surveillance on a semiannual basis.

Dates	Agency/Personnel
05/01/02 to 05/31/02	INPC
10/01/02 to 10/31/02	INPC
05/01/03 to 05/31/03	INPC
10/01/03 to 10/31/03	INPC
05/01/04 to 05/31/04	INPC
10/01/04 to 10/31/04	INPC

ACTION: Prepare annual report

Dates	Agency/Personnel
12/01/02 to 12/31/02	Landowner
12/01/03 to 12/31/03	Landowner
01/01/04 to 12/31/04	INPC

MANAGEMENT UNIT:

B: Dry-mesic upland forest

OBJECTIVE: Restore/maintain natural community.

ACTION: Control exotic woody and herbaceous species.

Japanese honeysuckle and herbaceous species may be controlled with a foliar application of Roundup applied prior to the active growing period of native vegetation and in accordance with manufacturer's label. Non-native tree and shrub species may be controlled using basal bark or cut-stump applications of 20% solution of Garlon 4 with penevator oil.

Dates	Agency/Personnel
01/01/02 to 12/31/02	INPC
01/01/03 to 12/31/03	INPC
01/01/04 to 12/31/04	INPC

OBJECTIVE: Restore/maintain natural community.

ACTION: Reduce density of sugar maple in understory to encourage oak regeneration

Sugar maple may be thinned using basal bark applications of a 20% solution of Garlon 4 with penevator oil applied during the dormant season.

Dates	Agency/Personnel
01/01/02 to 12/31/02	INPC
01/01/03 to 12/31/03	INPC
01/01/04 to 12/31/04	INPC

MANAGEMENT UNIT:

C: Bottomland and succession forests.

OBJECTIVE: Restore/maintain natural community.

ACTION: Control exotic woody and herbaceous species.

Japanese honeysuckle and herbaceous species may be controlled with a foliar application of Roundup applied prior to the active growing period of native vegetation and in accordance with manufacturer's label. Non-native tree and shrub species may be controlled using basal bark or cut-stump applications of 20% solution of Garlon 4 with penevator oil.

Dates	Agency/Personnel
01/01/02 to 12/31/02	INPC
01/01/03 to 12/31/03	INPC
01/01/04 to 12/31/04	INPC

MANAGEMENT UNIT:

D: Grass-leaved lily

OBJECTIVE: Monitor population of state-endangered species.

ACTION: Conduct annual monitoring of grass-leaved lily population.

Dates	Agency/Personnel
01/01/02 to 12/31/02	INPC
01/01/03 to 12/31/03	INPC
01/01/04 to 12/31/04	INPC

Agenda Item #8B

Authorization to Terminate FCC Nursing Building Lease

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 19, 2002
RE: Termination of Existing FCC Nursing Lease

The new learning resource center/nursing facility at Frontier Community College is nearing completion. Although the exact date for occupancy is not known, it is contemplated that the building will be turned over to us in late February or no later than mid March 2002.

Illinois Eastern/FCC currently has a board-approved lease for facilities for the nursing program. I am seeking authorization to terminate the lease, based upon availability of the building for occupancy. The current lease terminates on July 1, 2002 and requires a 90-day notice for termination. The landlord has been extremely cooperative and understands the situation at Frontier, but I am seeking authorization to terminate the lease as soon as it is appropriate.

TLB/rs

Agenda Item #8C

Acceptance of Data and Characteristics Survey

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 19, 2002
RE: Data and Characteristics

Annually the Illinois Community College Board collects and reviews data from all the community colleges throughout the state. That data is then presented in the “Data and Characteristics Survey”. You have been mailed a copy of the report earlier this month and you have been requested to bring your copy to the meeting.

CFO Roger Browning has prepared a report that highlights IECC’s position relative to other colleges in the state and will present his report to the Board.

TLB/rs

Agenda Item #8D

Statement of Final Construction Compliance Projects

MEMORANDUM

TO: Terry Bruce
FROM: Roger Browning
SUBJECT: Statement of Final Construction Compliance Projects
DATE: February 19, 2002

IECC is required by the Illinois Community College Board to take board action on PHS, Capital Renewal and local funded completed projects.

This is the statement of final construction compliance for Illinois Eastern Community Colleges projects as required by ICCB. There is \$97,828 in costs for Protection, Health and Safety, and locally funded completed projects listed below for Board consideration of approval.

<u>ICCB Project Number</u>	<u>Project</u>	<u>Fund</u>	<u>Actual Cost</u>
B0983-1197	Asbestos Abatement (floor tile removal) At Main Hall & Student Union at WVC	PHS	\$ 38,049
L0019-0199	Renovations – Fiber Optics Lab –LTC	Local	<u>59,779</u>
	Total		\$97,828

RB/cr

Agenda Item #8E

Purchase of Sanyo Building

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 19, 2002
RE: Possible Purchase of The Sanyo Building

Negotiations for the purchase of the 39,000 square foot Sanyo Building located adjacent to the Frontier campus have concluded successfully.

If purchased, the building will allow for needed office space of the maintenance, student services and Emergency Preparedness staffs.

The purchase would also eliminate the need to build the planned, and budgeted for, maintenance building.

Dr. Dreith plans to expand his individual training capabilities with area and regional businesses.

Finally, there has been unusual cooperation and offers of financial help from the Frontier Foundation and the City of Fairfield. And the Fairfield National Bank, owner of the building, has priced the building to the college at a below fair market value and pledged a substantial gift, if the sale were to be approved.

I ask the Board's approval to purchase the Sanyo Building.

TLB/rs

Agenda Item #8F

Tuition Increase

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 19, 2002
RE: Increase in Tuition Rate

Mr. Chairman, I request the Board's approval for a \$2.00 per credit hour tuition increase. This would increase the current tuition rate of \$40.00 per credit hour to \$42.00 per credit hour. This increase would become effective Summer Term 2002.

This tuition increase is not required to comply with state requirements for full access to equalization funding. But the revenue generated will be needed to fill the budgetary gap caused by an overall reduction in state funding.

TLB/rs

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

FEBRUARY 2002

Frontier Community College

1. Shelving for New Library

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Shelving for New Library
DATE: February 6, 2002

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

Bid Committee recommends acceptance of the low bid to meet specifications from **Illini Supply Inc.** located in Decatur, IL for a total of **\$35,692.00**. Lower bids did not meet specifications for the following reasons:

Spacesaver shelving bid by KI does not have unit construction design as specified.

Montel Aetnastak bid by Brodart Company and Petter Business Systems has steel tops as an alternate bid to wood laminate tops on 42” shelves.

Company	Total Bid
KI Troy, IL	\$24,664.50
Brodart Company McElhattan, PA	31,471.70
Petter Business Systems Paducah, KY	32,000.00
Illini Supply Inc Decatur, IL	35,692.00
Highsmith Lowell, IN	42,789.62
Demco Inc Madison, WI	43,126.00

Respectfully submitted,

Roger Browning
Ted Davis
Michael Dreith
Harry Hillis, Jr.
LaVonna Miller

Funds: Education Fund (carryover funds from FY01)

Department: Learning Resource Center

Rationale: Shelving for newly constructed Learning Resource Center

The “Advertisement for Bids” was placed in the Robinson Daily News for one (1) day.

LIBRARY SHELVING SPECIFICATIONS

One-Piece all-welded cantilever shelving – WilsonStak or equivalent

To be constructed of Class I steel, cold rolled with the following minimum requirements:

Steel bookshelves shall be cantilever, unit construction design with individual welded frame assemblies. The frame shall be welded of not less than 16 gauge steel into channel shape with no less than one-half inch stiffening flanges. Each unit shall bolt easily to the next unit. All necessary bolts, nuts, washers and hardware shall be included. Vendor shall provide available color samples from which to select.

Upright columns to be constructed of Class I, cold rolled sheet metal of not less than 16 gauge steel, perforated with a series of 3/16" x 5/8" slots spaced one inch on vertical centers.

Top and Bottom spreaders to be constructed of not less than 16 gauge steel with the bottom spreader to be equipped with two adjustable floor leveling glides with two neoprene floor caps to provide leveling.

Shelves (including base shelf) shall be as specified. Some will be integral-back and some will be flat. They shall be constructed of not less than 18 gauge steel with sliding book supports. All shelves shall support book loads of 50 pounds per square foot without deflection in excess of 3/16".

Shelf End Brackets shall be constructed of not less than 16 gauge steel.

Steel canopy tops for the tall units shall be formed of at least 18 gauge steel. Tops shall extend the full width and depth of the unit base.

Wood canopy tops for the shorter units shall match the laminate end wood panels.

Laminate end wood panels shall extend the full width and height of the units. Vendor shall provide samples of available oak colors.

Periodical shelving shall be 78" high single-faced units with hinged, sloping shelves with flat storage shelves. Flat shelves under sloped shelf shall measure 14" high and 12" deep to hold back issues.

Price is to include delivery. Installation will be done by the consumer.

Color to be selected from manufacturer's standard colors, but not necessarily limited thereto. Indicate additional cost for special color match for laminate end wood panels.

PERIODICAL SHELVING CONFIGURATIONS:

Single-faced, 3-foot sections, 78” tall, 12” depth shelves, with 6 shelves, 5 of which shall be adjustable. Units shall have hinged, sloping shelves with flat storage shelves. Flat shelves under sloped shelf shall measure 14” high and 12” deep to hold back issues of periodicals. Each unit shall include *steel canopy tops*

Quantity

9 (to include 4 laminate end wood panels)

BOOK SHELVING CONFIGURATIONS:

Double-faced, 3-foot sections, 84” tall, 24” base shelf depth, 12” shelf depth, to include 14 *integral-back shelves* each, 6 which shall be adjustable. Each unit shall include *steel canopy tops*.

Quantity

55 (to include 20 laminate end wood panels)

Double-faced, 3-foot sections, 84” tall, 24” base shelf depth, 12” shelf depth, to include 14 *flat shelves* each, 6 which shall be adjustable. Each unit shall include *steel canopy tops*.

Quantity

6 (to include 2 laminate end wood panels)

Single-faced, 3-foot sections, 84” tall, 12” base shelf depth, 12” shelf depth, to include 7 *integral-back shelves* each, 6 which shall be adjustable. Each unit shall include *steel canopy tops*.

Quantity

14 (to include and 8 laminate end wood panels)

Double-faced, 3-foot sections, 42” tall, 24” base shelf depth, 12” shelf depth, to include 6 *integral-back shelves* each, 4 of which shall be adjustable. Each unit shall include *wood laminate tops*.

Quantity

37 (to include 14 laminate end wood panels)

All freight, delivery and handling charges are included in bid. Our quotation as submitted on this form will remain firm for eight weeks from the date quotation is received by Illinois Eastern Community Colleges.

TOTAL BID _____

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Agenda Item #10

Agenda Item #10

District Finance

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

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

TREASURER'S REPORT January 31, 2002

FUND	BALANCE
Educational	\$2,533,449.72
Operations & Maintenance	\$145,011.68
Operations & Maintenance (Restricted)	\$246,364.45
Bond & Interest	(\$7,590.40)
Auxiliary	\$258,237.54
Restricted Purposes	\$103,595.50
Working Cash	\$9,249.80
Trust & Agency	\$108,337.82
Audit	\$18,227.46
Liability, Protection & Settlement	\$189,759.02
TOTAL ALL FUNDS	\$3,604,642.59

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS

January 2002

Date Purchased	Maturity Date	Rate of	Bank	Cost	Value	Interest to
Education Fund						
*04/04/01	04/04/02	5.25	Citizens National Bank of Albion (CD)	100,000	105,250	5,250
*04/04/01	04/04/02	4.83	First National Bank of Allendale (CD)	100,000	104,830	4,830
08/20/01	02/20/02	4.07	Community Bank & Trust (CD)	500,000	510,175	10,175
01/07/02	03/07/02	3.07	Community Bank & Trust (CD)	1,000,000	1,005,117	5,117
Operations & Maintenance						
01/07/02	03/07/02	3.07	Community Bank & Trust (CD)	350,000	351,791	1,791
Operations & Maintenance Fund (Rest)						
02/22/01	03/22/02	5.64	Community Bank & Trust (CD)	500,000	530,550	30,550
02/22/01	06/21/02	5.67	Community Bank & Trust (CD)	800,000	860,480	60,480
Bond & Interest						
Auxiliary Fund						
04/06/01	04/06/02	5.42	First Crawford State Bank (CD)	500,000	527,100	27,100
01/07/02	03/07/02	3.07	Community Bank & Trust (CD)	300,000	301,535	1,535
Restricted Purposes						
Working Cash Fund						
04/23/01	10/23/02	4.84	Fairfield National Bank (CD)	675,000	724,005	49,005
01/07/02	06/07/02	3.33	Community Bank & Trust (CD)	70,500	71,478	978
01/07/01	07/07/03	4.07	Community Bank & Trust (CD)	1,515,000	1,607,491	92,491
Trust & Agency Fund						
06/13/01	06/13/02	4.51	Peoples National Bank (CD)	137,500	143,701	6,201
08/20/01	02/20/02	4.07	Community Bank & Trust (CD)	75,000	76,526	1,526
Liability & Protection Fund						
08/20/01	02/20/02	4.07	Community Bank & Trust (CD)	175,000	178,561	3,561
01/07/02	03/07/02	3.07	Community Bank & Trust (CD)	200,000	201,023	1,023
01/07/02	06/07/02	3.33	Community Bank & Trust (CD)	200,000	202,775	2,775

Total

7,198,000

*Community Development Investments

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

EDUCATIONAL FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,686,410.00	1,764,312.94	77,902.94	4.619
STATE GOVT SOURCES	11,286,524.00	5,787,350.38	-5,499,173.62	-48.723
STUDENT TUITION & FEES	6,652,043.00	5,860,627.03	-791,415.97	-11.897
SALES & SERVICE FEES	60,000.00	20,815.36	-39,184.64	-65.308
FACILITIES REVENUE	.00	.00	.00	.000
INVESTMENT REVENUE	150,000.00	86,814.40	-63,185.60	-42.124
OTHER REVENUES	100,000.00	18,380.14	-81,619.86	-81.620
PROV FOR CONTINGENCY	200,000.00	.00	-200,000.00	-100.000
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	20,134,977.00	13,538,300.25	-6,596,676.75	-32.762
EXPENDITURES:				
INSTRUCTION	9,652,330.77	5,282,441.71	-4,369,889.06	-45.273
ACADEMIC SUPPORT	544,769.73	274,777.49	-269,992.24	-49.561
STUDENT SERVICES	1,212,198.05	658,292.40	-553,905.65	-45.694
PUBLIC SERV/CONT ED	73,733.00	41,957.26	-31,775.74	-43.096
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	140,994.00	78,350.29	-62,643.71	-44.430
INSTITUTIONAL SUPPORT	4,945,342.22	2,640,131.99	-2,305,210.23	-46.614
SCH/STUDENT GRNT/WAIVERS	3,465,000.00	1,786,263.45	-1,678,736.55	-48.448
	-----	-----	-----	-----
TOTAL EXPENDITURES:	20,034,367.77	10,762,214.59	-9,272,153.18	-46.281
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	704,704.00	824,611.00	119,907.00	17.015
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	704,704.00	824,611.00	119,907.00	17.015
NET INCREASE/DECREASE IN NET ASSETS				
	-604,094.77	1,951,474.66	2,555,569.43	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

OPERATIONS & MAINTENANCE

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
	-----	-----	-----	-----
REVENUES:				
LOCAL GOVT SOURCES	722,745.00	756,134.13	33,389.13	4.620
STATE GOVT SOURCES	1,538,080.00	750,932.23	-787,147.77	-51.177
FACILITIES REVENUE	55,000.00	19,424.28	-35,575.72	-64.683
INVESTMENT REVENUE	10,000.00	5,632.03	-4,367.97	-43.680
OTHER REVENUES	30,000.00	3,519.94	-26,480.06	-88.267
	-----	-----	-----	-----
TOTAL REVENUES:	2,355,825.00	1,535,642.61	-820,182.39	-34.815
EXPENDITURES:				
STUDENT SERVICES	.00	220.57	220.57	#####
OPER & MAINT PLANT	2,462,864.00	1,153,377.91	-1,309,486.09	-53.169
	-----	-----	-----	-----
TOTAL EXPENDITURES:	2,462,864.00	1,153,598.48	-1,309,265.52	-53.160
NET INCREASE/DECREASE IN NET ASSETS	-107,039.00	382,044.13	489,083.13	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

OPER & MAINT (RESTRICTED)

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	85,771.00	85,712.87	-58.13	-.068
INVESTMENT REVENUE	94,050.00	108,492.54	14,442.54	15.356
OTHER REVENUES	98,100.00	101,944.32	3,844.32	3.919
TOTAL REVENUES:	----- 277,921.00	----- 296,149.73	----- 18,228.73	----- 6.559
EXPENDITURES:				
OPER & MAINT PLANT	85,771.00	28,625.08	-57,145.92	-66.626
INSTITUTIONAL SUPPORT	3,504,299.00	1,963,067.01	-1,541,231.99	-43.981
TOTAL EXPENDITURES:	----- 3,590,070.00	----- 1,991,692.09	----- -1,598,377.91	----- -44.522
NET INCREASE/DECREASE IN NET ASSETS	-3,312,149.00	-1,695,542.36	1,616,606.64	48.808

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

BOND & INTEREST FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,466,402.00	1,412,471.06	-53,930.94	-3.678
INVESTMENT REVENUE	.00	3,982.70	3,982.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,466,402.00	1,416,453.76	-49,948.24	-3.406
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,412,923.00	1,323,441.00	-89,482.00	-6.333
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,412,923.00	1,323,441.00	-89,482.00	-6.333
NET INCREASE/DECREASE IN NET ASSETS	53,479.00	93,012.76	39,533.76	73.924

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

AUXILIARY ENTERPRISE

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE TO BUDGET	PERCENT OF BUDGET
	-----	-----	-----	-----
REVENUES:				
STUDENT TUITION & FEES	376,026.00	192,394.70	-183,631.30	-48.835
SALES & SERVICE FEES	2,545,577.00	1,586,426.31	-959,150.69	-37.679
FACILITIES REVENUE	1,715.00	920.00	-795.00	-46.356
INVESTMENT REVENUE	11,589.00	9,121.00	-2,468.00	-21.296
OTHER REVENUES	113,499.00	28,067.05	-85,431.95	-75.271
	-----	-----	-----	-----
TOTAL REVENUES:	3,048,406.00	1,816,929.06	-1,231,476.94	-40.397
AUXILIARY ENTERPRISES:				
SALARIES	1,260,136.00	567,321.02	-692,814.98	-54.979
EMPLOYEE BENEFITS	113,328.00	33,970.14	-79,357.86	-70.025
CONTRACTUAL SERVICES	291,646.00	122,847.58	-168,798.42	-57.878
GEN. MATERIAL & SUPPLIES	2,272,847.00	1,240,560.45	-1,032,286.55	-45.418
CONF/TRAVEL MEETING EXPENSE	298,088.00	107,560.75	-190,527.25	-63.916
FIXED CHARGES	65,791.00	54,853.75	-10,937.25	-16.624
UTILITIES	13,450.00	4,279.17	-9,170.83	-68.185
CAPITAL OUTLAY	285,002.00	126,055.86	-158,946.14	-55.770
INTERFUND TRANSFERS	824,704.00	-824,704.00	-1,649,408.00	#####
OTHER EXPENDITURES	143,382.00	73,333.35	-70,048.65	-48.855
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	5,568,374.00	1,506,078.07	-4,062,295.93	-72.953
NET INCREASE/DECREASE IN NET ASSETS	-2,519,968.00	310,850.99	2,830,818.99	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

WORKING CASH FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	120,000.00	79,749.80	-40,250.20	-33.542
TOTAL REVENUES:	120,000.00	79,749.80	-40,250.20	-33.542
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-120,000.00	.00	120,000.00	100.000
TOTAL TRANSFERS AMONG FUNDS:	-120,000.00	.00	120,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	240,000.00	79,749.80	-160,250.20	-66.771

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	35,000.00	33,747.32	-1,252.68	-3.579
INVESTMENT REVENUE	.00	216.33	216.33	#####
	-----	-----	-----	-----
TOTAL REVENUES:	35,000.00	33,963.65	-1,036.35	-2.961
EXPENDITURES:				
INSTITUTIONAL SUPPORT	43,340.00	18,076.04	-25,263.96	-58.292
	-----	-----	-----	-----
TOTAL EXPENDITURES:	43,340.00	18,076.04	-25,263.96	-58.292
NET INCREASE/DECREASE IN NET ASSETS	-8,340.00	15,887.61	24,227.61	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-JAN-2002
Percentage of time remaining through the Budget: 41.096

LIAB, PROTECT, SETTLEMENT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	320,000.00	307,160.94	-12,839.06	-4.012
INVESTMENT REVENUE	.00	9,774.84	9,774.84	#####
OTHER REVENUES	.00	3,015.88	3,015.88	#####
TOTAL REVENUES:	----- 320,000.00	----- 319,951.66	----- -48.34	----- -.015
EXPENDITURES:				
INSTITUTIONAL SUPPORT	940,872.00	175,781.70	-765,090.30	-81.317
TOTAL EXPENDITURES:	----- 940,872.00	----- 175,781.70	----- -765,090.30	----- -81.317
NET INCREASE/DECREASE IN NET ASSETS	-620,872.00	144,169.96	765,041.96	#####

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	3,228,817	986,378
IMPREST FUND	1,000	1,000
CHECK CLEARING	2,000	2,000
INVESTMENTS	3,925,000	5,502,000
RECEIVABLES	2,609,814	2,275,034
ACCRUED REVENUE		41,800
INTERFUND RECEIVABLES		91,446
TOTAL ASSETS AND OTHER DEBITS:	9,766,632	8,899,659
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	-18,818	13,937
ACCOUNTS PAYABLE	-22,362	100,782
ACCRUED EXPENSE		29,252
INTERFUND PAYABLES		93
DEFERRED REVENUE		99,576
OTHER LIABILITIES	448,823	548,838
TOTAL LIABILITIES:	407,643	792,479
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	2,702,433	2,207,141
RESERVE FOR ENCUMBRANCES	6,656,556	5,900,038
TOTAL EQUITY AND OTHER CREDITS:	9,358,988	8,107,180
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	9,766,632	8,899,659

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	258,238	429,640
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	800,000	600,000
RECEIVABLES	114,472	196,249
ACCRUED REVENUE		4,539
INTERFUND RECEIVABLES		
INVENTORY	415,459	415,459
TOTAL ASSETS AND OTHER DEBITS:	1,608,669	1,666,387
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
ACCOUNTS PAYABLE	-15,460	6,840
ACCRUED EXPENSE		22,059
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
TOTAL LIABILITIES:	-15,460	28,899
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,313,278	907,401
PR YR BDGTD CHANGE TO FUND BALANCE	310,851	730,087
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
TOTAL EQUITY AND OTHER CREDITS:	1,624,129	1,637,488
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,608,669	1,666,387
=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	9,250	108,338	117,588	86,134
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,260,500	212,500	2,473,000	2,488,000
RECEIVABLES		9,877	9,877	7,676
ACCRUED REVENUE		--		
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	2,269,750	330,715	2,600,465	2,581,810
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		1,001
ACCRUED EXPENSE		--		210
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		139,950	139,950	141,161
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTD CHANGE TO FUND		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,269,750	174,236	2,443,986	2,431,892
RESERVE FOR ENCUMBRANCES		16,529	16,529	8,757
TOTAL EQUITY AND OTHER CREDITS:	2,269,750	190,765	2,460,515	2,440,649
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	2,269,750	330,715	2,600,465	2,581,810
	=====	=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2002
 (With comparative totals for 30-JUN-2001)
 (amounts expressed in dollars)

Memorandum Only

	Current Year 2002	Prior Year 2001
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	3,604,643	1,502,153
IMPREST FUND	21,500	21,500
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,198,000	8,590,000
RECEIVABLES	2,734,164	2,478,959
ACCRUED REVENUE		46,339
INTERFUND RECEIVABLES		91,446
INVENTORY	415,459	415,459
TOTAL ASSETS AND OTHER DEBITS:	13,975,765	13,147,856
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	-18,818	13,937
ACCOUNTS PAYABLE	-37,822	108,623
ACCRUED EXPENSE		51,522
INTERFUND PAYABLES	139,950	140,043
DEFERRED REVENUE		99,576
OTHER LIABILITIES	448,823	548,838
TOTAL LIABILITIES:	532,133	962,540
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,313,278	907,401
PR YR BDGTD CHANGE TO FUND	310,851	730,087
BALANCE		
Fund Balances:		
FUND BALANCE	5,146,418	4,639,034
RESERVE FOR ENCUMBRANCES	6,673,085	5,908,795
TOTAL EQUITY AND OTHER CREDITS:	13,443,632	12,185,316
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	13,975,765	13,147,856
	=====	=====

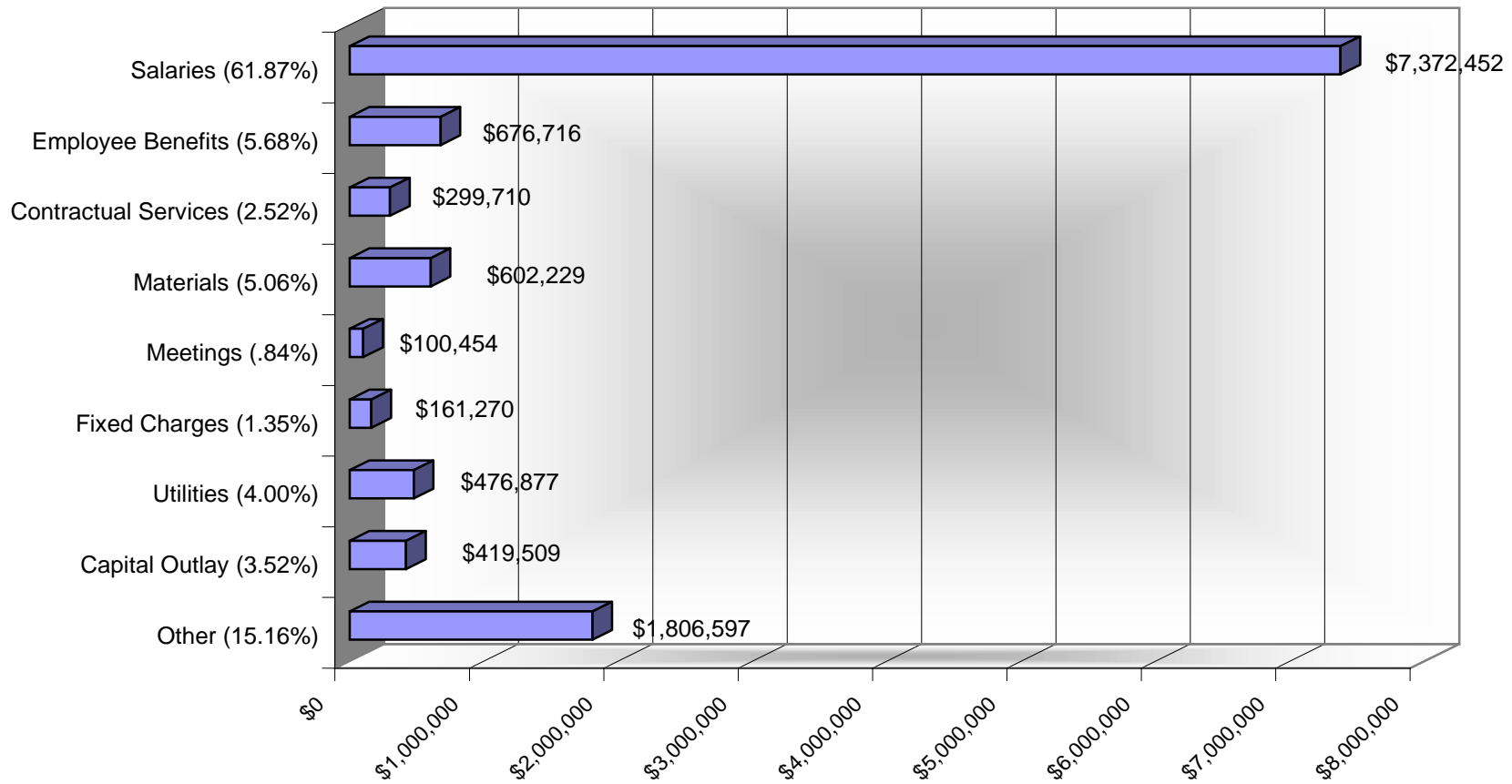
ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS
COMPARISON REPORT FY00-02

College	Category	FISCAL YEAR 2000			FISCAL YEAR 2001			FISCAL YEAR 2002				Summer & Fall Hours	Cost per Semester Hour
		Annual Budget	Spent Thru January	% of Bdgt	Annual Budget	Spent Thru January	% of Bdgt	Annual Budget	Spent Thru January	% of Bdgt	% of Year		
Frontier	Bills		\$640,849			\$745,270			\$709,597				
	Payroll		938,892			1,015,282			1,024,126				
	Totals	\$2,620,195	1,579,741	60%	\$3,172,980	1,760,552	55%	\$3,284,528	1,733,723	53%	58%	14,750	\$100.56
Lincoln Trail	Bills		629,036			655,546			672,485				
	Payroll		1,262,878			1,435,617			1,380,588				
	Totals	3,250,689	1,891,914	58%	3,499,900	2,091,163	60%	3,637,973	2,053,073	56%	58%	12,479	141.34
Olney Central	Bills		660,203			689,770			796,207				
	Payroll		1,792,821			2,056,613			1,964,348				
	Totals	4,484,872	2,453,024	55%	4,703,754	2,746,383	58%	4,927,734	2,760,555	56%	58%	19,725	118.39
Wabash Valley	Bills		610,888			706,156			546,635				
	Payroll		1,431,243			1,667,802			1,601,683				
	Totals	3,694,006	2,042,131	55%	3,967,821	2,373,958	60%	4,058,086	2,148,318	53%	58%	15,226	122.28
Workforce Educ.	Bills		591,085			507,585			729,182				
	Payroll		515,161			594,968			578,774				
	Totals	1,619,930	1,106,246	68%	2,394,245	1,102,553	46%	2,425,081	1,307,956	54%	58%	13,750	83.08
District Office	Bills		145,831			99,749			143,970				
	Payroll		425,932			521,067			490,550				
	Totals	1,086,064	571,763	53%	1,130,151	620,816	55%	1,230,418	634,520	52%	58%	N/A	N/A
District Wide	Bills		747,908			1,058,021			945,284				
	Payroll		292,281			358,400			332,384				
	Totals	2,018,560	1,040,189	52%	2,485,981	1,416,421	57%	2,926,982	1,277,668	44%	58%	N/A	N/A
O & M	Bills												
	Payroll												
	Totals												
GRAND TOTALS		18,774,316	10,685,008	57%	21,354,832	12,111,846	57%	22,490,802	11,915,813	53%	58%	75,930	135.60

Excludes DOC

NOTE: Cost per semester hour is calculated using total Fall and Summer hours and expenditures through December 2001

Illinois Eastern Community Colleges FY2002 Operating Funds



Illinois Eastern Community Colleges Dist. #529
As of January 31, 2002 - \$11,915,813

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: February 12, 2002
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report.

mk

Attachment

INDEX

- 400.1. Employment of Personnel**
- 400.2. FY01-02 Special Assignment**
- 400.3. Request for Approval of Proposed
Non-College Employment (external report)**
- 400.4. Faculty Seniority List for 2001-02**
- 400.5. Retirements**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Professional/Non-Faculty

1. Jessica Renae Crank – Curriculum Development Specialist, Title III – DO

400.2. FY01-02 Special Assignments

A. Lincoln Trail College – Extra Curricular

1. Brad Musgrave Scholastic Bowl Coordinator \$700

B. Olney Central College – Academic – Nursing

1. Donna Henry OCC Dept Head, Nursing \$2,500

400.3. Request for Approval of Proposed Non-College Employment (external report)

400.4. Faculty Seniority List for 2001-02 (attachment)

400.5. Retirements

A. Faculty

1. Charles Acree, Machine Shop Instructor, effective May 10, 2002.
2. Ed Fitch, Psychology Instructor, effective May 10, 2002.

400.4. Faculty Seniority List for 2001-02

Accounting

Kristi Urfer (one year seniority for 2001-02 academic year)

Adult Education

Mary Jane Beckett (one year seniority for 2001-02 academic year)

Kathy Overstreet (one year seniority for 2001-02 academic year)

Agricultural Technology

Paul Schnarre (one year seniority for 2001-02 academic year)

Don Mersinger (one year seniority for 2001-02 academic year)

Air Conditioning & Refrigeration

Paul Jenkins (one year seniority for 2001-02 academic year)

Art

Victor Connor (one year seniority for 2001-02 academic year)

Automotive Service Technology

Johnie Harrell (one year seniority for 2001-02 academic year)

Business (Transfer)

Gaziur Rahman (one year seniority for 2001-02 academic year)

Arthur Miller

Teresa Tegeler

Joyce Rusk

Chemical Sciences

Gary Adams (one year seniority for 2001-02 academic year)

Donald Florida (one year seniority for 2001-02 academic year)

Joe Wilson (one year seniority for 2001-02 academic year)

*/** = same seniority

Coal Mining Technology

Howard Stearns (one year seniority for 2001-02 academic year)
Earl Jennings (one year seniority for 2001-02 academic year)
Terry Russell (one year seniority for 2001-02 academic year)
Dennis Sileven (one year seniority for 2001-02 academic year)
Tom Kucharik (one year seniority for 2001-02 academic year)
Scott Hanson (one year seniority for 2001-02 academic year)
Mitchell Wolfe (one year seniority for 2001-02 academic year)
Fred Schwappach (one year seniority for 2001-02 academic year)
Randall Questelle (one year seniority for 2001-02 academic year)
Gary Wangler (one year seniority for 2001-02 academic year)

Collision Repair Technology

Mark Fitch (one year seniority for 2001-02 academic year)

Communications

Judith Puckett

Computer Networking Specialist

- * Jeff Cutchin (one year seniority for 2001-02 academic year)
- * Ryan Roark (one year seniority for 2001-02 academic year)

Computer Science

Kay Thomas Perry (one year seniority for 2001-02 academic year)
Dan Tahtinen (one year seniority for 2001-02 academic year)

Counseling

Searoba Mascher
David Cunningham

Diesel Equipment & Technology

Larry Hoeszle (one year seniority for 2001-02 academic year)
Larry Markman (one year seniority for 2001-02 academic year)

*/** = same seniority

Drafting Technology

Lonnie Devin
Jason Potts (one year seniority for 2001-02 academic year)

Drama

Dan Bruneau (one year seniority for 2001-02 academic year)

Early Childhood Development

Linda Kolb (one year seniority for 2001-02 academic year)

Economics

Kathy Doty

Education

Bonnie Burns
Linda Kolb
Rod Harmon
Jerry Bayne

Electrical Engineering

Daniel Polgar

Electronics Technology

Bob Effland (one year seniority for 2001-02 academic year)
Larry Reed (one year seniority for 2001-02 academic year)
Robert Brosseau

English

Brenda Phegley (one year seniority for 2001-02 academic year)
Diane Reed (one year seniority for 2001-02 academic year)
William Tucker (one year seniority for 2001-02 academic year)
Judith Puckett (one year seniority for 2001-02 academic year)
Jason Dockter (one year seniority for 2001-02 academic year)
* Steve Higgins (one year seniority for 2001-02 academic year)
* Winifred Wolven (one year seniority for 2001-02 academic year)

*/** = same seniority

English As A Second Language

Susan Rhine (one year seniority for 2001-02 academic year)

Health

Clyde Buck (one year seniority for 2001-02 academic year)

Kathryn Harris

History

Lucille Lance (one year seniority for 2001-02 academic year)

Bonnie Burns

Rod Harmon (one year seniority for 2001-02 academic year)

Patricia Owens (one year seniority for 2001-02 academic year)

David Denton (one year seniority for 2001-02 academic year)

Home Economics

Linda Kolb

Industrial Maintenance Technology

Russ Jausel (one year seniority for 2001-02 academic year)

* Michael McKern (one year seniority for 2001-02 academic year)

* Gary Spraggins (one year seniority for 2001-02 academic year)

Information Processing

Wayne Morris (one year seniority for 2001-02 academic year)

Journalism

Jerry Bayne (one year seniority for 2001-02 academic year)

*/** = same seniority

Life Science

John Schulte (*Retirement effective January 1, 2002*)
Don Leynaud (one year seniority for 2001-02 academic year)
James Burnett (one year seniority for 2001-02 academic year)
Anuradha Roy (one year seniority for 2001-02 academic year)
Mary McCarthy (one year seniority for 2001-02 academic year)
Richard Poskin (one year seniority for 2001-02 academic year)
Christian Mathews (one year seniority for 2001-02 academic year)
Kenneth Mager (one year seniority for 2001-02 academic year)
Rebecca Mooneyhan (*hire date effective January 2, 2002*)

Machine Shop Technology

Charles Acree (one year seniority for 2001-02 academic year)
Byford Cook (one year seniority for 2001-02 academic year)

Manufacturing Technology

Clint Weisgerber (one year seniority for 2001-02 academic year)

Marketing Mid-Management Retailing

David Wilderman (one year seniority for 2001-02 academic year)

Mathematics

Daniel Polgar
Bonnie Burns (one year seniority for 2001-02 academic year)
C. Allen Brown (one year seniority for 2001-02 academic year)
Lisa Benson (one year seniority for 2001-02 academic year)
Laurel Cutright (one year seniority for 2001-02 academic year)

Microcomputer Support Specialist

Cindy Myer (one year seniority for 2001-02 academic year)
Randy Hargis (one year seniority for 2001-02 academic year)

Music

Steve Marrs (one year seniority for 2001-02 academic year)
Yvonne Newlin (one year seniority for 2001-02 academic year)
Paul Sainer (one year seniority for 2001-02 academic year)

*/** = same seniority

Nursing

- Carolyn VonAlmen (one year seniority for 2001-02 academic year)
- Sharon Welty (one year seniority for 2001-02 academic year)
- Genevieve Bruce (one year seniority for 2001-02 academic year)
- * Carole Fusco (one year seniority for 2001-02 academic year)
- * Elizabeth Tate (one year seniority for 2001-02 academic year)
- Kathleen Nelson (one year seniority for 2001-02 academic year)
- Kathleen Hudson (one year seniority for 2001-02 academic year)
- Sandra Burtron (one year seniority for 2001-02 academic year)
- Connie Girten (one year seniority for 2001-02 academic year)
- Nancy Buttry (one year seniority for 2001-02 academic year)
- Janet Kinkade (one year seniority for 2001-02 academic year)
- ** Tamara Halterman (one year seniority for 2001-02 academic year)
- ** Nicole Zeller (one year seniority for 2001-02 academic year)

Office Careers

- Arthur Miller (one year seniority for 2001-02 academic year)
- Linda Branch (one year seniority for 2001-02 academic year)
- Teresa Tegeler (one year seniority for 2001-02 academic year)
- Beatrice Abernathy (one year seniority for 2001-02 academic year)
- * Kathy Doty (one year seniority for 2001-02 academic year)
- * Matt Fowler (one year seniority for 2001-02 academic year)
- * Cathy Robb (one year seniority for 2001-02 academic year)
- Joyce Rusk (one year seniority for 2001-02 academic year)

Physical Education

- Kathryn Harris (one year seniority for 2001-02 academic year)
- Clyde Buck

Physics

- Dan Polgar (one year seniority for 2001-02 academic year)
- Robert Brosseau (one year seniority for 2001-02 academic year)
- Robert Mason (one year seniority for 2001-02 academic year)

*/** = same seniority

Psychology

Searoba Mascher (one year seniority for 2001-02 academic year)
David Cunningham (one year seniority for 2001-02 academic year)
Andrew Fitch (one year seniority for 2001-02 academic year)
John Day (one year seniority for 2001-02 academic year)

Quality Improvement Specialist

Lonnie Devin (one year seniority 2001-02 academic year)

Radio/TV Broadcasting

Dan Edwards (one year seniority for 2001-02 academic year)

Religion

Judith Puckett

Social Services

Judy Brewster (one year seniority for 2001-02 academic year)

Spanish

Hal Kizer (one year seniority for 2001-02 academic year)

Speech

James Tucker (one year seniority for 2001-02 academic year)

Telecommunications Technology

David Goodson (one year seniority for 2001-02 academic year)
Howard Lanam (one year seniority for 2001-02 academic year)
Tom Baird (one year seniority for 2001-02 academic year)
George Kocher (one year seniority for 2001-02 academic year)
Travis Matthews (one year seniority for 2001-02 academic year)
Robert Manning (one year seniority for 2001-02 academic year)

*/** = same seniority

Agenda Item #15

Agenda Item #15
Collective Bargaining Report

Agenda Item #16

Litigation

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Agenda Item #19

Adjournment

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

Phase III

ENVIRONMENTAL BARRIER PROJECTS & MISCELLANEOUS:	Estimated Budget										
Misc. ADA Improvements All campuses & DO	\$505,000										
Exit Door Modifications OCC	\$126,000										

Phase IV

Environmental Barriers FCC, LTC & WVC	\$366,300										
Exit Modifications WVC	\$61,700										
Roof Replacements OCC & WVC	\$128,400										

Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted
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01/31/2002

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase V and ADA

	Estimated Budget										
HVAC System Replacement FCC	\$263,800										
Natorium Mechanical Replacement LTC	\$272,300										
Acoustics & Pool Lighting Replacement LTC	\$102,900										
Structural System & Metal Components Repair LTC	\$171,400										
HVAC Systems-Student Union, Physical Plant & Applied Arts Replacement WVC	\$145,200										
PHASE V PROJECT TOTAL	\$955,600										
ADA PROJECTS FCC, LTC, OCC & WVC	\$158,510										
Gym Floor OCC	\$356,500										
GRAND TOTAL	\$1,470,610		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

01/31/2002

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase VI

	Estimated Budget										
Replace Energy Management Systems LTC, OCC, WVC	\$381,200										
Replace/Supplement HVAC Systems LTC, OCC, WVC	\$1,636,600										
Site Paving and Lighting FCC	\$35,800										
Exterior Rehabilitation FCC	\$160,400										
Replace Floor Drain Pipe LTC Crisp	\$26,600										
Replace Bleachers OCC	\$147,600										
GRAND TOTAL	\$2,388,200		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

01/31/2002