

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

January 21, 2003



Location:

**Olney Central College
305 North West Street
Olney IL 62450**

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

**Illinois Eastern Community Colleges
Board Agenda**

**January 21, 2003
7:00 p.m.
Olney Central College**

1. Call to Order & Roll Call.....Chairman Lane
2. Disposition of Minutes.....CEO Bruce
3. Recognition of Visitors and GuestsBruce
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. CabinetCoal Mining Technology/Telecom
6. Policy First Reading (and Possible Approval).....Bruce
 - A.
7. Policy Second ReadingBruce
 - A.
8. Staff Recommendations for Approval
 - A. Engineering Services/Mercury AbatementBruce
 - B. Administration of Justice Articulation AgreementBruce
 - C. Technology Plan.....Bruce
 - D. CISCO Testing Software Contract.....Bruce
 - E. Student Satisfaction SurveyBruce
 - F. WVC Foundation Vehicle Lease.....Bruce
9. Bid Committee Report.....Browning
 - IECC
 - Computers
 - LTC
 - Tartan Flooring Removal - Gymnasium
10. District Finance
 - A. Financial ReportBrowning
 - B. Approval of Financial Obligations.....Browning
11. Chief Executive Officer's ReportBruce
12. Executive SessionBruce

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 Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, and State of Illinois, held in the University of Illinois Extension Building Conference Room, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, December 10, 2002.

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. G. Andrew Fischer, Mr. Walter L. Koertge, Mr. James W. Lane, Jr., Mr. Larry Rost, Mr. Kevin C. Williams, Miss Marilyn J. Wolfe. Also present was Mr. Cory Musgrave, student trustee. Trustees absent at roll call: 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. John Arabatgis, President of Lincoln Trail College.
Dr. Harry Benson, President of Wabash Valley College.
Ms. Jennifer Mathes, Dean of Instruction of Olney Central College.
Dr. Michael Dreith, President of Frontier Community College.
Mr. Roger Browning, Chief Finance Officer.
Mrs. Tara Buerster, Director of Personnel.
Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.
Ms. Kathleen Pampe, Associate Dean of Education to Careers Program.
Ms. Pamela Schwartz, Associate Dean of Institutional Development.
Mr. George Woods, Dean of Community Development & Workforce Education.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the Regular Meeting, Tuesday, November 19, 2002, were presented for approval.

Board Action: Mr. Koertge made a motion to approve the minutes of the Regular Meeting of November 19, 2002 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 of Visitors & Guests” –

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

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Dr. Arabatgis, Dr. Benson, Ms. Mathes, Dr. Dreith presented informational reports from each of the four colleges.

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

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

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

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

#8-A. ISU Articulation Agreement (Psychology): Ms. Cantwell reviewed the 2+2 Program Articulation Agreement for the B.S. degree in Psychology between IECC and Indiana State University. The purpose of the articulation agreement is to provide a mechanism whereby individuals graduating with the degree of Associate in Science (A.S.) in Psychology from any of the approved campus(es) of Illinois Eastern Community Colleges would be eligible to complete the requirements for the B.S. degree in Psychology at Indiana State University (ISU). Such eligibility is subject to the conditions detailed in the agreement and attachments thereto.

The CEO recommended approval of the Psychology Articulation Agreement between IECC and Indiana State University.

Board Action: Mr. Williams made a motion to approve the ISU Articulation Agreement in Psychology as recommended. 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, Mr. 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. ISU Articulation Agreement (Electronics Technology): Ms. Cantwell reviewed the 2+2 Program Articulation Agreement for the B.S. degree in Electronics Technology between IECC and Indiana State University. The purpose of the articulation agreement is to provide a mechanism whereby individuals graduating with the degree of Associate in Applied Science (A.A.S.) in Electronics Technology from the Wabash Valley Campus of Illinois Eastern Community Colleges would be eligible to complete the requirements for the B.S. degree in Electronics Technology at Indiana State University (ISU). Such eligibility is subject to the conditions detailed in the agreement and attachments thereto.

The CEO recommended approval of the Electronics Technology Articulation Agreement between IECC and Indiana State University.

Board Action: Mrs. Culver made a motion to approve the ISU Articulation Agreement in Electronics Technology 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, Mr. 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. Mission Statement: The CEO recommended that the Board of Trustees adopt a new Mission Statement as presented. As part of the accreditation visit from the Higher Learning Commission scheduled for February 2005, Dr. Benson, Dr. Dreith and Ms. Schwartz recommended that the Board review and approve a new mission statement. The Board appointed Trustee Marilyn Wolfe to review the work product of the committee, chaired by Dr. Jack Davis, which has reported the following mission statement, reflecting the new challenges and opportunities faced by IECC District #529:

The mission of Illinois Eastern Community Colleges District 529 is to provide excellence in teaching, learning, public service and economic development.

The district is committed to high quality, affordable delivery of services while seeking partnering opportunities to enhance resources. The mission is achieved through a variety of programs and services that include, but are not limited to:

- Education in the liberal arts and sciences that is general or preprofessional in nature and prepares the student for transfer to a four-year college or university.
- Technical education that provides students with the skills and abilities to enter employment.

- Utilization of resource-sharing partnerships to expand, retrain and strengthen the industrial base of southeastern Illinois.
- Development of partnerships with elementary through secondary schools allowing for the smooth progression of students through their college years.
- Adult and continuing education designed to meet the immediate and long-term needs of the residents in the District.
- Programs in remedial education, which assist District residents in attaining skills and abilities, needed to enter and complete college.
- Student advisement, counseling, and placement services for the purpose of assisting students in choosing a program of study and transferring to a four-year institution or entering employment.
- Improve and develop curricula and programs, as necessary, to meet both short- and long-term needs of the residents of the District.
- Community education and community service activities in order to serve as a cultural and intellectual resource center for the area.
- Professional enrichment and growth experiences for college staff which will improve and enhance instruction and service.
- Resources, facilities, staff, and equipment to support all program components of the college.

Board Action: Mr. Musgrave made a motion to adopt the foregoing IECC Mission Statement as recommended. 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, Mr. 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. Board of Trustees Meeting Dates for 2003: The CEO recommended that the Board of Trustees adopt the following resolution to set regular meeting dates and locations for the year 2003:

Resolved, that the Board of Trustees regular monthly meetings shall be held as follows during the calendar year 2003:

Tuesday, January 21, 2003, 7 p.m., Olney Central College
 Tuesday, February 18, 2003, 7 p.m., Wabash Valley College
 Tuesday, March 18, 2003, 7 p.m., Frontier Community College
 Tuesday, April 15, 2003, 7 p.m., Lincoln Trail College
 Tuesday, May 20, 2003, 7 p.m., Olney Central College
 Tuesday, June 17, 2003, 7 p.m., Wabash Valley College
 Tuesday, July 15, 2003, 7 p.m., Frontier Community College
 Tuesday, August 19, 2003, 7 p.m., Lincoln Trail College
 Tuesday, September 16, 2003, 7 p.m., Olney Central College
 Tuesday, October 21, 2003, 7 p.m., Wabash Valley College
 Tuesday, November 18, 2003, 7 p.m., Frontier Community College
 *Tuesday, December 9, 2003, 7 p.m., Lincoln Trail College

*Board meetings in December will be held on the second Tuesday of the month due to Winter Break.

Board Action: Mr. Williams made a motion to adopt the foregoing resolution setting dates for regular monthly meetings of the Board of Trustees in 2003 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. Koertge, Mr. Lane, Mr. 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. Amendment to FY03 DOC Contract: The Illinois Department of Corrections proposes that the FY03 contract with IECC concerning Robinson Correctional Center and Lawrence Correctional Center be amended as follows:

1. Allow a 3% increase in salary for correctional staff retroactive to July 1, 2002.
2. Reinstate the Commercial Custodial Program and the Construction Trades Program at the Lawrence Correctional Facility.
3. Add approximately \$34,000 for the updating of the computer labs at the Robinson Correctional Facility.
4. Adjust the number of instructional hours to accurately reflect the actual instructional hours IECC has provided, which will involve the transfer of approximately \$6,193 from one line item to another line item.

The CEO recommended that the foregoing amendments be approved and that he be authorized to work with the Department of Corrections to implement the changes before the next regular meeting of the Board of Trustees on January 21, 2003. This will allow employees to receive their pay raise without further delay.

Board Action: Dr. Fischer made a motion to approve the foregoing amendments to the contract between IECC and the Illinois Department of Corrections as outlined, and to authorize the CEO to work with the Department of Corrections to implement the changes before the January 21, 2003 Board of Trustees meeting. 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. Koertge, Mr. Lane, Mr. 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. Payment of End of Year Bills: Since this Board of Trustees meeting is being held on December 10, bills will be received that should be paid before the close of the year. The CEO recommended approval be given to pay bills received after the Board meeting.

Board Action: Miss Wolfe made a motion to approve payment of bills received in December after this Board meeting. 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. Koertge, Mr. Lane, Mr. 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. Acceptance of Data and Characteristics Survey: Mr. Browning reviewed the IECC Fiscal Year 2001 Data & Characteristics Survey and Fiscal Year 2002 Salaries Report. The data and characteristics report compares Illinois Eastern Community Colleges with other community college districts in Illinois. The report shows that IECC continues to lead the state in number of students served, with a head count enrollment is 65 students per 1000 population and a fulltime equivalency enrollment of 30 students per 1000 population. Illinois Eastern had the lowest per capita cost in the state, \$217.54, and also the lowest net instructional unit cost, \$143.75 in the 2000-2001 academic year. The district tied with two other community college districts for having the lowest annual student tuition and fee charges, \$1,260.

The CEO recommended that the Data & Characteristics Survey and Salaries Report be accepted as presented.

Board Action: Mr. Williams made a motion to accept the foregoing survey and report 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.

(Note: Agenda Item #8-H will be added to the agenda following an executive session.)

AGENDA #9 – “Bid Committee Report” –

#9-A. OCC – 15 Passenger Van: Mr. Browning presented the recommendation of the Bid Committee to accept the bid of Joe Hotze Ford, Salem, IL, for a 2002 Ford E350 15 passenger van with 15,586.4 miles for a total of \$19,587. Source of Funds: 25% Educational Fund and 75% Auxiliary Fund. Department: Faculty/Staff and Athletic.

Amend Bid Committee Report: Mr. Koertge made a motion to amend the Bid Committee Report on its face to reflect that the vehicle is a 2002 Ford instead of a 2003 Ford as listed in the Board mailing. 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.

Board Action: Mr. Rost made a motion to accept the amended recommendation of the Bid Committee and accept the bid of Joe Hotze Ford for a 2002 Ford E350 15 passenger van as recommended. 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, Mr. 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 \$2,285,972.20, as of November 30, 2002.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of December 2002, totaling \$494,072.72, 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 December 2002, in the amounts listed, and payments from the revolving fund for the month of November 2002. 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, Mr. 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. IBHE to Act on Budget.
2. Projected Tuition/Fee Increase for FY2004.
3. Bond Purchase – All PHS Bonds Sold, 1.95-2.65%.
4. Workforce Development Center Project – Approval \$266,000.
5. Audit Survey.
6. Self Insurance.
7. The Community College Role in Welfare to Work.
8. Upward Bound Program Summary.
9. Radiography Visit Rescheduled.
10. Enrollment Report – District +2%.

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

imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act; and to conduct the semi-annual review of closed meeting minutes as mandated by Section 2.06 of the Act.

#12-A. Closed Meeting: Mrs. Culver made a motion to hold a closed meeting to consider the matters outlined by the CEO. 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. Koertge, Mr. Lane, Mr. 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 and a closed meeting was held beginning at 8:05 p.m.

#12-B. Closed Meeting Ended: Mr. Williams made a motion to reconvene in open session. 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 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 9:00 p.m.

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

Addition to Agenda: Without objection, the Chair directed that the following item be added to the agenda of this meeting:

#8-H. Contract for Environmental Services at LTC: The CEO recommended that a contract be approved with Central States Environmental Services, Centralia, IL, in the amount of \$19,610.00, for environmental services pursuant to an emergency situation at Lincoln Trail College.

Board Action: Mrs. Culver made a motion to approve a contract with Central States Environmental Services as outlined and recommended. 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. Koertge, Mr. Lane, Mr. 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 #13 – "Approval of Executive Session Minutes" – None. (The Board of Trustees did not hold an executive session at the November 19, 2002 regular meeting.)

#13-A. Semi-Annual Review of Closed Meeting Minutes: The Board of Trustees having conducted a semi-annual review of closed meeting minutes as mandated by Section 2.06 of the Open Meetings Act, the CEO presented the following recommendations:

Minutes of closed meetings of the following dates will remain closed and not be made a part of the public record because of a need for continued confidentiality at this time:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 20, 1998.
6. Tuesday, June 15, 1999.
7. Tuesday, July 20, 1999.
8. Tuesday, February 20, 2001.
9. Tuesday, March 20, 2001.
10. Tuesday, June 19, 2001.
11. Tuesday, July 17, 2001.
12. Tuesday, September 18, 2001.
13. Tuesday, June 18, 2002.
14. Tuesday, July 16, 2002.
15. Tuesday, August 20, 2002.

16. Tuesday, September 17, 2002.

Minutes of closed meetings of the following dates will be opened and made a part of the public record:

1. Tuesday, January 16, 2001.
2. Tuesday, April 17, 2001.
3. Tuesday, August 21, 2001.
4. Tuesday, April 16, 2002.
5. Tuesday, May 21, 2002.

Board Action: Miss Wolfe made a motion to approve the foregoing recommendations as outlined, for minutes of closed meetings held on the dates listed. Mrs. Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Mr. Koertge, Mr. Lane, Mr. 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 #14 – “Approval of Personnel Report” – The CEO presented the following Personnel Report and recommended approval.

400.1. Employment of Personnel

A. Professional/Non-Faculty

1. David Johnston, Instructional Support Specialist, Title III, District Office.

B. Classified

1. Angela Batcheller, Program Advisor, Educational Talent Search, District Office.

400.2. Administrative Leave with Pay

A. Professional/Non-Faculty

1. Richard Kent, Building Superintendent, LTC, effective November 26, 2002.

400.3. Additional Assignment

A. Professional/Non-Faculty

1. Bob Boyles, additional duties as Interim Building Superintendent, LTC, amount \$500 per month, effective December 9, 2002.

400.4. FY02-03 Wage Increases – Lawrence Correctional Center/Robinson Correctional Center

Glen Donaldson, Associate Dean, \$51,644.
Tim Watson, Correctional Site Director, \$38,110.
Amber Ramsey, Youthful Offender Counselor, \$27,810.
Jody Rusk, Youthful Offender Counselor, \$32,960.
Kay Conour, Office Assistant, \$26,386.
Beverly Hemrich, Office Assistant, \$22,660.
Carol Watts, Records Assistant, \$19,570.
Amy Bowler, Food Service Instructor, \$28,387.
Larry Conour, Computer Tech Instructor, \$31,368.

Alice Holtzhouser, Business Management Instructor, \$36,545.

Karen Mason, Food Service Instructor, \$35,020.

Ida McVaigh, Business Management Instructor, \$29,767.

Harvey Ricker, Commercial Custodial Instructor, \$33,232.

Mary Roark, Computer Tech Instructor, \$30,282.

Paul Stouse, Horticulture Instructor, \$37,122.

*Wage increases are retroactive to July 1, 2002, averaging 3% subject to receipt of funds from the Department of Corrections.

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

A. Faculty: Jeffrey Cutchin, Wayne-White Electric, approximate time 4 days per month.

400.6. Resignations

A. Faculty

1. Susan Rhine, ESL Instructor, effective January 1, 2003.

B. Classified

1. Charles Bennett, Systems Technician, District Office, effective January 7, 2003.

Board Action to Approve Personnel Report: Mrs. Culver made a motion to approve the foregoing Personnel Report 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, Mr. 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” – Mr. Koertge made a motion to adjourn. Mr. Musgrave 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 9:10 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order & 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)

Agenda Item #7

Policy Second Reading

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Engineering Services/Mercury Abatement

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: January 21, 2003
RE: Engineering Services for Mercury Abatement

As part of the Phase VII Bond Issue, the Board of Trustees sought and received approval from the ICCB for removal of flooring in the gym at Lincoln Trail College. After testing was completed, it was found that there was mercury in the flooring, which needed to be abated.

The Board has selected KAM Solutions of Mattoon, Illinois, to do numerous environmental projects. They were in charge of the mercury removal and abatement of the Olney Central College gym floor. KAM Solutions also was in charge of the recent environmental work at Lincoln Trail College. In all cases, their work has been of the highest quality.

KAM Solutions has proposed to design, do on-site observation, and do 110 mercury samples at Lincoln Trail College for a total price of \$18,050.00. This includes all labor, payment for all mercury samples, and preparation and filing of all required close-out documents.

I would propose that the Board select KAM Solutions for the design, supervision, sampling and close-out work related to the removal and abatement of mercury in the gym floor at Lincoln Trail College. Payment for these services will come from the proceeds of the Board's bond issuance and was included in the project budget.

A copy of the proposed contract will be available for Board review at the Board meeting.

TLB/rs

Agenda Item #8B

Administration of Justice Articulation Agreement

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: January 21, 2003

RE: Articulation Agreement with Indiana State University –
Administration of Justice

I am requesting approval of the Administration of Justice articulation agreement between Illinois Eastern Community Colleges and Indiana State University. The agreement is attached.

TLB/rs

Attachment

INDIANA STATE UNIVERSITY

Office of Program Articulation and Course Transfer

2-2 PROGRAM ARTICULATION AGREEMENT ROUTING SHEET

A.A.S. in Administration of Justice to B.S. in Criminology

INSTITUTION: Illinois Eastern Community College District

ADDRESS: (Olney Central College) 233 East Chestnut Street, Olney, IL 62450-2298

Contact person, title, and phone number: Rita Adams, Program Director 618-393-2982 ext. 5558 adamsr@iecc.cc.il.us

ISU CONTACT PERSON: Name, Title, and phone number:

APPROVALS Indiana State University

(1) Department Department Chairperson Date 10-17-02

(2) School/College Dean Date 10-23-02

Director of Program Articulations and Course Transfer Date:

(3) Office of Academic Affairs Provost & Vice President for Academic Affairs Date

APPROVALS Partner Institution

Institution: Illinois Eastern Community College District

Institutional Representative Date

INDIANA STATE UNIVERSITY
COLLEGE OF ARTS AND SCIENCES

2+2 PROGRAM ARTICULATION AGREEMENT

for
B. S. in Criminology

Indiana State University
and
Illinois Eastern Community College
(Olney Central College)

Statement of Intent

The purpose of this articulation agreement is to provide a mechanism whereby individuals graduating with the degree of Associate in Applied Science (A.A.S.) in Administration of Justice from Olney Central College, a campus within the Illinois Eastern Community College District, would be eligible to complete the requirements for the B.S. degree in Criminology at Indiana State University (ISU). Such eligibility is subject to the conditions detailed below and in attachments to this agreement.

Principles upon which Articulation is Based

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 Olney Central College and ISU faculty and administrations have been and will continue to be in 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 Olney Central College campus A.A.S. Degree program in Administration of Justice who successfully compete the B.S. Degree program in Criminology, meeting all transfer, retention and graduation requirements as stated in the Indiana State University catalog, will be awarded the degree of B.S. in Criminology.

Specifics of Articulated Programs

1. Associate in Applied Science degree
 - A. Olney Central College will develop and offer an Associate in Applied Science degree in Administration of Justice at all the Illinois Eastern Community 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 ISU following the completion of the A.A.S. degree and the degree will consist entirely of course work transferable to ISU.
2. Curriculum
 - A. The A.A.S. degree will range from 27-38 semester-hours (40-60%) of course work which are the equivalent to freshman and sophomore level technical courses required for a B.S. degree in Criminology.
 - B. The A.A.S. degree program will range from 27-38 semester-hours (40-60%) of course work which are transferable to ISU to satisfy the Basic Studies and Liberal Studies portion of the baccalaureate General Education program.
 - C. The maximum number of semester-hours to be transferred from an A.A.S. degree program will be 64.
 - D. Course syllabi for the Olney Central College campus courses which have been found to be equivalent are on file in the office of Program Articulation and Course Transfer. Olney Central 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.
 - ▣ Faculty qualifications should meet the following guidelines for Associate degree programs:

- an adequate number of appropriately qualified full-time faculty,
 - 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
 - normally at least substantial or continuing progress toward a master's 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 master's degrees.
- B. These credential requirements apply to both full-time, regular faculty as well as temporary and/or adjunct faculty.
- C. Olney Central College agrees to maintain an adequate number of qualified full-time faculty to provide a desirable mix of full-time/part-time faculty.
- D. Olney Central 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 2+2 articulation agreement are shown in the chart in Appendix A. It should be used as a guide for student advising and course transfer acceptance.
5. Course Transfer and Grandfathering
- A. Students who seek to transfer course credit from Olney Central College into the ISU College of Arts and Sciences will have their transfer request evaluated on a 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 Administration of Justice course work at Illinois Eastern Community 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. program at ISU.
- C. The 2+2 articulation agreement is null and void if a student does not complete the prescribed program with the appropriate course grades (C) and overall gpa (2.00).

6. All students transferring course credit from Olney Central College to ISU, 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. ISU will maintain records of students transferring from Olney Central College to the College of Arts and Sciences. In the event that questions arise, ISU reserves the right to review the A.A.S. in Administration of Justice at Olney Central College at either state-wide, regional or campus level.
 - B. ISU 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. Annually a report will be prepared by ISU regarding the success rate of Olney Central College graduates who are completing a B.S. degree program at ISU.
 - E. All 2+2 programs will have a student outcomes assessment plan [SOAP] jointly prepared by the Olney Central College and ISU program faculty to be filed with the ISU Provost's office.

Indiana State University
College of Arts and Sciences
AAS-BS Completion 2 + 2 Curriculum Agreement

College of Arts and Sciences Degree Program: BS Criminology

Transfer Institution Degree Program: A.A.S. Administration of Justice - Olney Central Coll
--

ISU Degree Requirements		Transfer Courses		Courses taken at ISU	
Major Degree Programs					
CRIM 200	3	JUS 1215	3		
CRIM 220	3	JUS 2220	3		
CRIM 396	3			CRIM 396	3
CRIM 420	3			CRIM 420	3
CRIM 423	3			CRIM 423	3
CRIM 427	3			CRIM 427	3
CRIM 430	3			CRIM 430	3
CRIM 431	3			CRIM 431	3
CRIM 498	6	JUS 2200 (Substitute)	3	CRIM 498	3
CRIM ELECTIVES	3	JUS 1200 (CRIM 150)	3		
CRIM ELECTIVES	3	JUS 1210 (CRIM 280)	3		
CRIM ELECTIVES	3	JUS 2230 (CRIM 210)	3		
Total	39	Total	18	Total	21

General Education-Basic Studies					
English 101 and 105	6	ENG 1111 & ENG 1121	6		
or English 107	3				
English 305	3			English 305	3
Communication 101	3	SPE 1101	3		
QL	0-3	MTH 1103 (MATH 102)	3		
ITL	0-3			CS 101	0-3

Foreign Lang	0-6	SPN 1111 (SPAN 101)	3	SPAN 102	3
PE 101	2			P E 101	2
Total	14-26		15		8-11

General Education–Liberal Studies					
SMS Foundation	4	PHY 1110 (PHYS 101/101L)	4		
SMS Elective	3			SMS Elective	3
SBS Foundation	3	PSY 1101 (PSY 101)	3		
SBS Elective	3	SOC 2101(SOC 022)	3		
LAPS Foundation	3			LAPS Foundation	3
LAPS Elective	3	DRA 1111 (THTR 174) or MUS 1101 (MUS 233)	3		
Historical Studies	3	HIS 2101 (HIST 201)or HIS 2102 (HIST 202)	3		
MCS: USD	3			MCS: USD	3
MCS: IC	3			MCS: IC	3
CAP	3			CAP	3
Total	31	Total	16	Total	15

Electives–Do not Apply to Major or General Education Requirements					
General Electives	28	JUS 1211 (CRIM 001)	3	Open Electives	7
		JUS 2201 (CRIM 001)	3		
		JUS 2202 (CRIM 001)	3		
		JUS 1220 (CRIM 001)	3		
Total	28	Total	12	Total	7

Overall University Graduation Requirements		
	Total earned hours (min.)	Hours @ 300-400-level (min.)
Transfer Hours	61	0
To be completed at ISU	63 minimum	50
	124	50

16 October 2002

Agenda Item #8C

Technology Plan

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: January 21, 2003
RE: 2004-2008 Technology Plan

Mr. Chairman, I recommend approval of the attached Technology Plan for FY2004-2008.

TLB/rs

Attachment

Illinois Eastern Community Colleges

TECHNOLOGY PLAN FY 2004 - 2008



F

Frontier Community College

L

Lincoln Trail College

O

Olney Central College

W

Wabash Valley College

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The IECC staff and students wish to express a special thank you to the Technology Committee members.

TECHNOLOGY COMMITTEE MEMBERS

Bob Boyles

Roger Browning

Chris Cantwell

Alex Cline, Chairperson

Galen Dunn

Wayne Henegar

John Highhouse

Jervaise McGlone

Laura Johnson

Doug Shipman

George Woods

Submitted to Cabinet:

Submitted to Board of Trustees:

Illinois Eastern Community Colleges MISSION STATEMENT

The mission of Illinois Eastern Community Colleges District 529 is to provide excellence in teaching, learning, public service and economic development.

The district is committed to high quality, affordable delivery of services while seeking partnering opportunities to enhance resources. The mission is achieved through a variety of programs and services that include, but are not limited to:

- education in the liberal arts and sciences that is general or preprofessional in nature and prepares the student for transfer to a four-year college or university;
- technical education that provides students with the skills and abilities to enter employment;
- utilization of resource-sharing partnerships to expand, retrain and strengthen the industrial base of southeastern Illinois;
- development of partnerships with elementary through secondary schools allowing for the smooth progression of students through their college years;
- adult and continuing education designed to meet the immediate and long-term needs of the residents in the District;
- programs in remedial education, which assist District residents in attaining skills and abilities, needed to enter and complete college;
- student advisement, counseling, and placement services for the purpose of assisting students in choosing a program of study and transferring to a four-year institution or entering employment;
- improve and develop curricula and programs, as necessary, to meet both short- and long-term needs of the residents of the District;
- community education and community service activities in order to serve as a cultural and intellectual resource center for the area;
- professional enrichment and growth experiences for college staff which will improve and enhance instruction and service; and,
- resources, facilities, staff, and equipment to support all program components of the college.

TECHNOLOGY PLAN FY 2004 – FY 2008

EXECUTIVE SUMMARY

With the support and commitment of the Board of Trustees, staff, faculty and administration, IECC continues to improve the technological resources available throughout the district. The FY 2004 – FY 2008 Technology Plan serves as a review of FY 2003 technology projects and outlines current and future technological needs. The goal of the plan is to improve technological services for faculty, staff, and students within the projected budget.

A Technology Committee comprised of employees throughout the IECC District provided input and guidance for the plan. This Committee identified technological resources needed to better serve the citizens of District 529 and developed a Technology Plan that:

- is supported by the four campuses, workforce education, and district office and includes their full commitment to the implementation of the adopted plan.
- is cost-effective, with regard given to present and anticipated financial resources.
- is developed with input from key officers from each campus and the district office with full consideration given to the American Disabilities Act and the need to accommodate access for the physically challenged.
- ensures investments in technologies that will provide a sound, reliable infrastructure.
- focuses on major technology needs outside of the normal operating budget and grant funds.

TECHNOLOGY VISION FOR ILLINOIS EASTERN COMMUNITY COLLEGES

IECC has actively built a substantial technology foundation rapidly adopting a significant amount of technology. The district now must accomplish the task of utilizing the power of the new technology in order to maximize the educational benefits to the citizens of District 529.

Technology changes on a regular basis, therefore, the Technology Plan is a “living” document that will be updated on an annual basis. The plan is a blueprint for tomorrow that sets forth IECC’s information technology vision, strategic directions, and action plans for achieving the empowerment of the district’s community through information technology. Empowering IECC through information technology entails supporting the academic experience for students, strengthening the mission of faculty and staff, and expanding the district’s ability to serve the community.

FISCAL YEAR 2003 TECHNOLOGY PLAN ACCOMPLISHMENTS

The Technology Plan projects are grouped in the following categories: administrative systems, network infrastructure, telecommunications, software, and other technology resources. Below are status updates for the FY 2003 projects.

STATUS UPDATE

Administrative Systems

<i>PROJECT</i>	<i>STATUS</i>	<i>NOTES</i>
HP 9000 Hardware Upgrade	✓ Completed	Purchased additional memory and hard drives.
Laptop Upgrades	✓ Completed	Replaced Trustee Laptops.
Security Audit	● In Progress	Reviewing security products and vendors.
Data Center Fire Suppression System	● In Progress	Installation scheduled for December 2 nd .
Data Center Power Backup and Surge Protection Upgrade	✓ Completed	Additional battery backup cabinet and modules were purchased.

Network Infrastructure

<i>PROJECT</i>	<i>STATUS</i>	<i>NOTES</i>
Server Tape Drives and Media	● In Progress	Reviewing backup options.
Networking Equipment	✓ Completed	Network switches were purchased and installed.
Web Servers	● In Progress	Purchased multiple web servers and in the process of converting online resources to them.
Instructional File Servers	● In Progress	Purchased an instructional file server for each college. The software setup is in progress.

Telecommunications

There were no projects funded in the Telecommunications category during FY 2003.

Software

<i>PROJECT</i>	<i>STATUS</i>	<i>NOTES</i>
Computer Software Licenses.	✓ Completed	The following District-wide software licenses were purchased: Microsoft Office XP, Microsoft Windows 2000, WebCT and Diskkeeper.

Other Technology Resources

<i>PROJECT</i>	<i>STATUS</i>	<i>NOTES</i>
Personal Computer Replacements	✓ Completed	Purchased and installed 150 desktop computers.
Computer Projection Units	✓ Completed	Purchased and installed 20 computer projection units.

FIVE YEAR TECHNOLOGY GOALS

FY 2004 – FY 2008

The improvements and recommendations established through the Technology Plan are listed below as goals in the areas of administrative systems, network infrastructure, telecommunications, software, and other technology resources. The goals and activities of the Technology Plan are not a wish list, but represent the cost for improvements, upgrades and maintenance necessary to provide the technological resources required by the IECC district. These projects represent technology needs outside the normal operating budget and grant funds.

GOAL 1: MAINTAIN AND UPGRADE SYSTEMS IN SUPPORT OF ADMINISTRATIVE OPERATIONS

Activity 1: Implement hardware and software necessary to strengthen data security.

The possibility of network or system intrusion is a constant threat so regular data system audits should be performed to identify and correct any security concerns.

Activity 2: Upgrade the hardware that supports Banner, the centralized administrative software system. This system contains the core information required for day-to-day operations at IECC including financials, human resources, student records, and financial aid. Additional software demands from Banner upgrades, web access, online reporting, and imaging system access require additional computing capacity.

Activity 3: The IECC district utilizes laptops to communicate with the Board of Trustees. As with all personal computers, the laptops must be upgraded every four to five years.

GOAL 2: MAINTAIN AND UPGRADE THE DISTRICT'S NETWORK INFRASTRUCTURE

Activity 1: Upgrade the existing local area network equipment. Increases in both instructional and administrative network applications drive the need for faster network access; therefore, we must annually upgrade the networking switches and routers to accommodate the traffic demands.

Activity 2: Upgrade the central network operating system servers to support: network user and directory services, domain name service, print services, and storage.

Activity 3: Install battery backup and surge protection devices in equipment closets to prevent equipment damage caused by power fluctuations.

Activity 4: Install wireless networking equipment in classrooms to support network access. Wireless network equipment will allow students and faculty to connect to the district network using portable devices.

Activity 5: Upgrade the firewall hardware. Additional network traffic and firewall software upgrades will require additional hardware capacity. The firewall server controls network traffic is a critical component of the network infrastructure.

Activity 6: Upgrade the campus administrative file servers. Each campus utilizes file servers for network user and directory services, domain name service, print services and storage. As the data storage needs grow, the server hardware must be upgraded.

Activity 7: Upgrade the campus instructional network file servers to provide network user and directory services, domain name service, print services and storage.

Activity 8: Upgrade the multiple rack-mounted web servers to provide system load balancing protection against equipment failure. This hardware is required to support online information.

GOAL 3: ENHANCE THE CURRENT TELECOMMUNICATIONS NETWORK

Activity 1: Upgrade the Telephone PBX software and hardware to most current releases. The telephone PBXs are very similar to other computer equipment and require periodic updates.

Activity 2: Install Call-Pilot software to integrate voice-mail and email applications. This software will allow staff to retrieve voice mail messages using the email system and provide fax delivery to the desktop. This system will allow the district to greatly reduce the number of fax lines throughout the district.

GOAL 4: UPGRADE SOFTWARE LICENSING

Activity: As with all areas of technology, software applications change rapidly. IECC must teach and use the most current software applications to give both students and employees the tools needed to compete in today's marketplace. Applications such as the Microsoft Office Suite, Microsoft Windows and Norton Antivirus, just to name a few, are installed on almost every computer throughout the district. WebCT, the district's course management software, also requires an annual licensing fee. Therefore an annual line item to upgrade and maintain software applications is needed.

GOAL 5: MAINTAIN AND UPGRADE OTHER TECHNOLOGY RESOURCES

Activity 1: Replace 200 desktop computers per year. The lifecycle of a desktop computer ranges from three to five years. A line item to ensure the replacement of outdated computers is critical.

Activity 2: Purchase computer projection units to display computer images on a large screen.

Activity 3: Purchase Smart Sympodium interactive Lecterns for classrooms. The sympodium acts as a touch screen and allows the instructor to make notes on the computer screen and capture them for later viewing.

Technology Plan Budget FY 2004 - 2008

1 Administrative Systems

Activity	Description	FY 2004	FY 2005	FY 2006	FY 2007
1	IT Security Implementation	\$20,000.00	\$0.00	\$0.00	\$0.00
2	HP 9000 Hardware Upgrade	\$0.00	\$0.00	\$85,000.00	\$0.00
3	Laptop Upgrades	\$0.00	\$0.00	\$0.00	\$0.00
Administrative Systems Totals		\$20,000.00	\$0.00	\$85,000.00	\$0.00

2 Network Infrastructure

Activity	Description	FY 2004	FY 2005	FY 2006	FY 2007
1	Network Equipment	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
2	Network Servers	\$85,000.00	\$0.00	\$0.00	\$50,000.00
3	Network Power Backup and Surge Protection	\$20,000.00	\$0.00	\$0.00	\$0.00
4	Wireless Networking Equipment	\$0.00	\$25,000.00	\$0.00	\$50,000.00
5	Firewall Hardware	\$0.00	\$0.00	\$15,000.00	\$0.00
6	Campus Administrative File Servers	\$0.00	\$0.00	\$25,000.00	\$0.00
7	Instructional File Servers	\$0.00	\$0.00	\$25,000.00	\$0.00
8	Web Servers	\$0.00	\$0.00	\$0.00	\$0.00
Network Infrastructure Totals		\$145,000.00	\$65,000.00	\$105,000.00	\$140,000.00

3 Telecommunications

Activity	Description	FY 2004	FY 2005	FY 2006	FY 2007
1	Telephone System Software Upgrades	\$25,000.00	\$0.00	\$0.00	\$0.00
2	Call Pilot Voice/Email/Fax Integration Software	\$0.00	\$125,000.00	\$0.00	\$0.00
Telecommunications Totals		\$25,000.00	\$125,000.00	\$0.00	\$0.00

4 Software

Activity	Description	FY 2004	FY 2005	FY 2006	FY 2007
1	Software Upgrades	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Software Totals		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00

5 Other Technology Resources

Activity	Description	FY 2004	FY 2005	FY 2006	FY 2007
1	PC Replacements - 200 Per Year @ \$750 each	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
2	Computer Projection Units	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
4	Smart Symposium interactive Lecterns	\$0.00	\$0.00	\$0.00	\$50,000.00
Other Technology Resources Totals		\$200,000.00	\$200,000.00	\$200,000.00	\$250,000.00
Total		\$440,000.00	\$440,000.00	\$440,000.00	\$440,000.00

Agenda Item #8D

CISCO Testing Software Contract

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: January 21, 2003
RE: CISCO Self-Test Software

Our campuses instruct in CISCO. For CISCO certification in the various courses we offer, IECC is required to administer certification tests.

Self-Test Software Inc. (STS) has offered to provide CISCO certification exams to our students for \$30.00. The tests are normally \$99.00 per test but IECC would receive a discount as a training center if IECC signs a contract with STS.

I would propose that we sign the attached contract with STS and provide the exam and certification through this organization. STS also offers similar discounts in exams in Microsoft, A+, Lotus, Office, ORACLE, and Novell. The District is under no obligation to order CISCO or any exams, but discounts would be available if IECC chose to do so.

TLB/rs

Attachment

RESELLER AGREEMENT

This RESELLER AGREEMENT ("Agreement") is made and entered into this ____ day of _____, 2002 ("Effective Date"), by and between **Self Test Software, Inc.**, a Georgia, U.S.A., corporation located at 4651 Sandy Plains Road, Suite 104 Roswell, Georgia 30075 ("STS"), and _____, a _____ corporation with its principal office located at the address set forth below ("Reseller"). For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as set forth below.

1. LICENSE.

1.1. **STS Product License.** Subject to the terms and conditions hereof, STS grants Reseller a non-exclusive, non-transferable limited right during the term of this Agreement to resell the STS line of Practice Tests to its student customers and for use by such Customers and not for resale or redistribution. For purposes of this Agreement, "Customer" means a person who is a student of Reseller's technical education programs.

1.2. **Ownership; Reservation of Rights.** STS or its licensors own all rights, title and interest, including all worldwide copyrights, patents, database rights, trade secrets, and confidential and proprietary rights therein, in the STS Product (including any modifications or enhancements thereto made in connection with this Agreement), and all trademarks, service marks, and tradenames identifying or used in connection with the STS Product. STS reserves all rights in the STS Product not expressly granted herein and, except as expressly stated in this Section 1, no express or implied license of right of any kind is granted to Reseller regarding the STS Product, including, but not limited to, any right to use, produce, receive, reproduce, copy, market, sell, distribute, transfer, translate, modify, adapt, disassemble, decompile, reverse engineer, create derivative works, or obtain possession of any source code or other technical material related to the STS Product. The foregoing shall not restrict the rights of Reseller or any Customer if and only to the extent that the European Community's Software Directive as implemented in the applicable country from time to time provides that the authorization of STS is not required to reproduce the Software or translate their form under certain limited conditions and for certain limited purposes. Nothing in this Agreement shall expand such rights of reproduction or translation beyond those rights that can be exercised without STS's permission strictly in accordance with the laws governing this Agreement. The above restrictions do not affect the legal rights of Reseller and the Reseller or Customer under Section 69d para. 2 and 3 and Section 69e of the German Copyright Act.

1.3. **Trademark License.** STS hereby grants to the Reseller a limited, non-exclusive, non-transferable license during the term of this Agreement to use the trademarks and service marks it provides to Reseller ("STS Marks") for use solely with its marketing obligations as otherwise provided in this Agreement; provided that (i) any proposed use of any such STS Marks shall be subject to the prior review and approval of STS, (ii) these limited licenses shall terminate upon the termination of this Agreement and (iii) this license may be withdrawn or suspended in the event STS reasonably determines the nature and/or quality of any products or services of Reseller with which the STS Marks are associated do not conform to the standards set by STS. Reseller agrees that (i) the STS Marks, whether or not registered, are the sole property of STS and/or its suppliers, and (ii) reproduction of the STS Marks inures to the benefit of STS.

4. MARKETER OBLIGATIONS.

1.5. **Orders.** Reseller shall purchase orders to STS via STS's online ordering process, VSHOP or any other method stipulated between the parties and shall provide all relevant Customer information therein.

1.6. **Minimum Purchase.** There is no minimum purchase associated with this agreement.

1.7. **No Misrepresentation.** Reseller shall display, demonstrate and represent the STS Product fairly and shall make no representations concerning STS or the STS Product which are false, misleading, or inconsistent with those representations set forth in promotional materials and manuals provided by STS.

2. FEES AND PAYMENTS.

2.1. **Fees.** Reseller agrees to pay STS the license fee of **\$30** for each copy of the Products ordered. Payment is to be made no later than thirty (30) days after receipt of an invoice from STS. STS reserves the right to amend the fees and discounts upon thirty (30) days prior written notice to Reseller. All payments shall be in US Dollars. STS reserves the right to charge Reseller from the due date of any invoice a late payment charge of one and one-half percent (1.5%) per month, or the highest rate allowed by law, whichever is less, on the overdue balance of Reseller's account until paid.

2.2. **Taxes.** All fees due to STS hereunder are payable as net amounts after gross-up by Reseller for any manufacturer's tax, occupational tax, use tax, sales tax, excise tax, value-added tax, luxury and wholesale sales tax, income tax, duty, custom, inspection or testing fee, or any other tax, fee or charge of any nature whatsoever imposed on STS by any governmental authority in the Territory, or measured by the transaction(s) between STS and Reseller by any governmental authority in the Territory. In the event that STS is required to pay any such tax, fee or charge, Reseller shall immediately reimburse STS therefor. When and if applicable, Reseller shall withhold from the amounts payable to STS the amounts owed under the income tax laws and other taxation decrees, regulations and provisions in force in the Territory on the date of payment of said amounts. Reseller shall provide to STS a receipt for each withholding made and written evidence of the payment of said withholding to the applicable governmental department or agency for each nation within the Territory. In connection with the foregoing, Reseller expressly agrees that the sums payable to STS shall be increased so that after making all required deductions for withholding, STS receives an amount equal to the sum it would have received had no such deductions been made.

3. TERM AND TERMINATION.

3.1. **Term.** This Agreement shall commence as of the Effective Date above. The Agreement shall thereafter AUTOMATICALLY RENEW WITHOUT INTERRUPTION FOR SUCCESSIVE ONE (1) YEAR PERIODS (each a "Renewal Term"), unless either party (at its sole option, for any reason or for no reason) gives written notice of intent not to renew the Agreement at least sixty (60) days before the beginning of any Renewal Term.

3.2. **Termination by Either Party.** This Agreement may be terminated by either party upon written notice to the other party in the event of any one or more of the following if not cured within thirty (30) days of such notice: (a) a material breach of this Agreement; (b) any assignment by the other party for the benefit of all or substantially all of its creditors; (c) the appointment of a receiver or similar officer for, or any execution levied upon, all or substantially all of the other party's business or assets; (d) the filing of a petition by or against the other party under any bankruptcy or debtor's law for its relief or reorganization; or (e) dissolution, liquidation or insolvency of the other party.

4. INDEMNIFICATION.

Reseller agrees to defend, indemnify and hold harmless STS and its licensors from and against any and all liability, losses, claims, expenses, demands, or damages of any kind (including reasonable attorney's fees), resulting directly or indirectly from any one or more of the following: (a) the negligent and intentional acts or omissions of Reseller, its employees or agents, or (b) any representation, warranty, promise or assurance made or granted by Reseller to Customers or prospective Customer regarding the STS Product.

5. DISCLAIMER OF WARRANTIES.

5.1. **Disclaimer.** TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE WARRANTIES SET FORTH IN THIS AGREEMENT ARE THE PARTIES' SOLE AND EXCLUSIVE WARRANTIES OR CONDITIONS PERTAINING TO THE PRODUCTS OR OTHERWISE REGARDING THIS AGREEMENT, AND EACH PARTY HEREBY DISCLAIMS ANY OTHER WARRANTY OR CONDITION, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

5.2. **Limits of Liability.** TO THE EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY SPECIAL, INCIDENTAL, INDIRECT, EXEMPLARY, OR CONSEQUENTIAL DAMAGES, INCLUDING DAMAGES OR COSTS INCURRED AS A RESULT OF LOSS OF TIME, LOSS OF SAVINGS, LOSS OF PROPERTY, LOSS OF DATA, LOSS OF PROFITS, OR LOSS OF GOODWILL, WHETHER FORESEEABLE OR UNFORESEEABLE, WHICH MAY ARISE OUT OF OR IN CONNECTION WITH THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE USE OF OR INABILITY TO USE THE PRODUCT OR ANY OTHER GOODS OR SERVICES PROVIDED BY STS OR ITS LICENSORS, REGARDLESS OF WHETHER EITHER PARTY HAS BEEN APPRISED OF THE POSSIBILITY OR LIKELIHOOD OF SUCH DAMAGES OCCURRING, OR WHETHER CLAIMS ARE BASED OR REMEDIES ARE SOUGHT IN CONTRACT, NEGLIGENCE, STRICT LIABILITY, TORT, PRODUCTS LIABILITY OR OTHERWISE.

5.3. **Cap on Liability.** TO THE EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL STS'S OR ITS LICENSORS' LIABILITY FOR ANY DAMAGES TO RESELLER OR ANY OTHER PARTY EVER EXCEED IN THE AGGREGATE THE FEES PAID BY RESELLER TO STS AS SET FORTH HEREIN, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, NEGLIGENCE, STRICT LIABILITY, TORT, PRODUCTS LIABILITY OR OTHERWISE.

6. EXPORT CONTROL.

6.1. **Applicable Laws.** Reseller acknowledges that all Products supplied hereunder are subject to all pertinent import and export laws, rules and regulations of the United States of America and laws of countries in which Reseller transacts business, specifically including U.S. Export Administration Act and Export Administration Regulations. This Agreement is also specifically subject to U.S. Department of Commerce regulations relating to restrictive trade practices or boycotts. In no event shall STS be bound by any terms and conditions that contravene such pertinent laws. Reseller agrees to comply with all such laws and regulations applicable to the Products and, without limiting the generality of the foregoing, Reseller agrees that no Reseller shall export, re-export, transfer or divert any of the Products to any destinations or to any national or resident of any such destination prohibited by the U.S. Department of Commerce, the Bureau of Export Administration or any other government agency..

6.2. **Responsibility for Export Licensing.** STS agrees to use commercially reasonable steps to obtain, at STS's expense, all documentation required by the United States Office of Export Administration and/or other authorities to permit the exportation of the Products to Reseller. Reseller shall take all actions and provide all information reasonably requested by STS in order for STS to obtain such export licenses. STS shall have no liability or obligation to the Reseller if the responsible government authorities decline to issue any such export licenses. ALL ORDERS ISSUED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE OBTAINING OF SAID LICENSES.

6.3. **Territorial Restriction.** Notwithstanding the terms of above, in no event shall Reseller market, distribute, sell, lease, license or otherwise transfer, divert or reexport, either directly or indirectly, the Products to Customers or anyone else outside the Territory unless the parties expressly agree otherwise

6.4. **Compliance with Local Laws.** Reseller will strictly comply with all applicable laws and regulations in the Territory relating in any way to performance under this Agreement including, without limitation, obtaining all necessary import licenses or permits and any other government approval necessary for the importation of the Products into the Territory. Without limiting the foregoing, Reseller will also strictly comply with all the prevailing laws and regulations of the Territory pertaining to the distribution, promotion, and marketing of the Products. Reseller will defend, indemnify, and hold STS, its subsidiaries and associated companies, and their respective officers, directors and agents, harmless

from and against any and all damages and expenses, including legal fees, incurred directly or indirectly as a consequence of Reseller's failure to comply with any such laws or regulations. This obligation shall survive termination of this Agreement. In the course of Reseller's distribution of the Products, if any laws or regulations require that the Product, any portion thereof, this Agreement, or any agreement with Customers be registered with or approved by a governmental entity, Reseller shall comply with such requirements after prior written notice to STS specifying the required registration or approval. Such compliance shall be at Reseller's sole expense and solely for the benefit of STS.

7. GOVERNING LAW.

ALL RIGHTS, OBLIGATIONS, AND CLAIMS HEREUNDER SHALL BE GOVERNED AND CONSTRUED UNDER THE LAWS OF THE STATE OF GEORGIA, UNITED STATES OF AMERICA, WITHOUT REFERENCE TO ITS CONFLICT OF LAWS PRINCIPLES. THE RIGHTS AND OBLIGATIONS OF THE PARTIES UNDER THIS AGREEMENT SHALL NOT BE GOVERNED BY THE U. N. CONVENTION ON CONTRACTS FOR THE INTERNATIONAL SALES OF GOODS.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

Reseller:

Company Name

By: _____

Name (Print): _____

Title: _____

Address: _____

STS:

Self Test Software, Inc.

By: _____

Name (Print): _____

Title: _____

Please fax signed agreement to USA 770-643-3623

Agenda Item #8E

Student Satisfaction Survey

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: January 21, 2003
RE: Fall 2002 Student Satisfaction Survey

Attached are the results of the Fall 2002 Student Satisfaction Survey. All four campuses were asked to survey 100 students (50 each) in Transfer and Technical Programs.

TLB/rs

Attachment

Student Satisfaction Survey – Fall 2002
Illinois Eastern Community Colleges
Technical and Transfer Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	375	25.1%	49.6%	20.8%	3.7%	0.0%
2. Overall quality of instruction	374	30.7%	46.3%	17.9%	4.0%	0.0%
3. Variety of courses offered at this two-year college	367	22.9%	46.0%	19.3%	10.1%	0.0%
4. Academic advisement services	384	27.1%	44.3%	22.4%	5.5%	0.0%
5. Courses of instruction are academically challenging	388	22.9%	54.9%	20.6%	1.5%	0.0%
6. Admission services	389	26.7%	49.1%	19.0%	3.3%	0.0%
7. Registration services	371	30.2%	45.6%	17.8%	3.8%	0.0%
8. Career advisement services	374	22.2%	35.6%	34.5%	6.4%	0.0%
9. Financial aid services	390	30.0%	32.3%	26.2%	6.7%	0.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	390	25.1%	47.7%	23.3%	3.1%	0.0%
11. Appearance of buildings and grounds	389	34.2%	46.0%	14.7%	3.6%	0.0%
12. Availability of the courses you want at the times you can take them	344	20.6%	32.0%	27.9%	16.0%	0.0%
13. Opportunities for involvement in college activities	315	21.0%	35.9%	34.3%	7.6%	0.0%
14. Accessibility to computer labs	390	33.6%	43.1%	18.2%	3.6%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	388	13.7%	25.5%	47.9%	8.5%	0.0%
16. College's concern for you as an individual	384	19.0%	39.3%	29.9%	10.2%	0.0%
17. Library services	386	30.1%	43.5%	22.0%	3.9%	0.0%
18. Appropriateness of class size	390	34.6%	51.5%	10.8%	2.8%	0.0%
19. My level of awareness of the college's student support services	390	17.7%	40.0%	34.6%	6.4%	0.0%
20. Availability of advisor	377	37.7%	37.4%	19.6%	4.0%	0.0%

Student Satisfaction Survey – Fall 2002
Illinois Eastern Community Colleges
Associate in Applied Science (Technical) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	178	32.0%	42.7%	21.9%	3.4%	0.0%
2. Overall quality of instruction	177	42.4%	40.1%	11.9%	4.5%	0.0%
3. Variety of courses offered at this two-year college	170	30.6%	44.7%	17.6%	5.3%	0.0%
4. Academic advisement services	193	29.5%	46.6%	19.7%	4.1%	0.0%
5. Courses of instruction are academically challenging	193	29.5%	52.3%	17.1%	1.0%	0.0%
6. Admission services	194	28.9%	51.0%	17.5%	1.5%	0.0%
7. Registration services	175	36.6%	43.4%	15.4%	2.3%	0.0%
8. Career advisement services	179	25.1%	33.5%	34.6%	5.6%	0.0%
9. Financial aid services	192	31.3%	35.4%	22.9%	6.3%	0.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	194	28.4%	46.4%	21.6%	3.1%	0.0%
11. Appearance of buildings and grounds	193	38.9%	46.6%	10.4%	2.6%	0.0%
12. Availability of the courses you want at the times you can take them	175	25.1%	34.9%	22.3%	16.0%	0.0%
13. Opportunities for involvement in college activities	157	23.6%	42.0%	29.3%	3.8%	0.0%
14. Accessibility to computer labs	195	34.9%	46.2%	15.4%	2.6%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	191	13.6%	24.6%	53.4%	5.8%	0.0%
16. College's concern for you as an individual	192	22.9%	43.2%	24.5%	8.9%	0.0%
17. Library services	191	31.9%	41.4%	22.5%	3.7%	0.0%
18. Appropriateness of class size	194	41.2%	43.3%	10.8%	4.6%	0.0%
19. My level of awareness of the college's student support services	194	19.1%	41.8%	35.1%	4.1%	0.0%
20. Availability of advisor	187	46.0%	34.2%	16.6%	2.7%	0.0%

Student Satisfaction Survey – Fall 2002
Illinois Eastern Community Colleges
Associate in Arts, Associate in Fine Arts, Associate in Science,
and Associate in Science and Arts (Transfer) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	197	18.8%	55.8%	19.8%	4.1%	
2. Overall quality of instruction	197	20.3%	51.8%	23.4%	3.6%	
3. Variety of courses offered at this two-year college	197	16.2%	47.2%	20.8%	14.2%	
4. Academic advisement services	191	24.6%	41.9%	25.1%	6.8%	
5. Courses of instruction are academically challenging	195	16.4%	57.4%	24.1%	2.1%	
6. Admission services	195	24.6%	47.2%	20.5%	5.1%	
7. Registration services	196	24.5%	47.4%	19.9%	5.1%	
8. Career advisement services	195	19.5%	37.4%	34.4%	7.2%	
9. Financial aid services	198	28.8%	29.3%	29.3%	7.1%	
10. Laboratory facilities that are utilized for appropriate laboratory course work	196	21.9%	49.0%	25.0%	3.1%	
11. Appearance of buildings and grounds	196	29.6%	45.4%	18.9%	4.6%	
12. Availability of the courses you want at the times you can take them	169	16.0%	29.0%	33.7%	16.0%	
13. Opportunities for involvement in college activities	158	18.4%	29.7%	39.2%	11.4%	
14. Accessibility to computer labs	195	32.3%	40.0%	21.0%	4.6%	
15. Availability of athletic facilities for athletes and non-athletes	197	13.7%	26.4%	42.6%	11.2%	
16. College's concern for you as an individual	192	15.1%	35.4%	35.4%	11.5%	
17. Library services	195	28.2%	45.6%	21.5%	4.1%	
18. Appropriateness of class size	196	28.1%	59.7%	10.7%	1.0%	
19. My level of awareness of the college's student support services	196	16.3%	38.3%	34.2%	8.7%	
20. Availability of advisor	190	29.5%	40.5%	22.6%	5.3%	

Student Satisfaction Survey - Fall 2002
Frontier Community College
Associate in Applied Science (Technical) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	33	84.8%	0.0%	15.2%	0.0%	0.0%
2. Overall quality of instruction	33	84.8%	0.0%	15.2%	0.0%	0.0%
3. Variety of courses offered at this two-year college	25	72.0%	0.0%	24.0%	4.0%	0.0%
4. Academic advisement services	50	48.0%	40.0%	12.0%	0.0%	0.0%
5. Courses of instruction are academically challenging	49	49.0%	44.9%	6.1%	0.0%	0.0%
6. Admission services	50	56.0%	34.0%	10.0%	0.0%	0.0%
7. Registration services	31	93.5%	0.0%	6.5%	0.0%	0.0%
8. Career advisement services	35	65.7%	0.0%	34.3%	0.0%	0.0%
9. Financial aid services	50	54.0%	28.0%	14.0%	0.0%	0.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	50	34.0%	44.0%	22.0%	0.0%	0.0%
11. Appearance of buildings and grounds	50	64.0%	32.0%	2.0%	0.0%	0.0%
12. Availability of the courses you want at the times you can take them	30	63.3%	0.0%	30.0%	6.7%	0.0%
13. Opportunities for involvement in college activities	15	93.3%	0.0%	0.0%	6.7%	0.0%
14. Accessibility to computer labs	50	50.0%	38.0%	12.0%	0.0%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	50	14.0%	14.0%	58.0%	8.0%	0.0%
16. College's concern for you as an individual	49	46.9%	30.6%	20.4%	2.0%	0.0%
17. Library services	49	65.3%	24.5%	10.2%	0.0%	0.0%
18. Appropriateness of class size	50	58.0%	38.0%	2.0%	2.0%	0.0%
19. My level of awareness of the college's student support services	50	36.0%	40.0%	24.0%	0.0%	0.0%
20. Availability of advisor	48	58.3%	33.3%	8.3%	0.0%	0.0%

Student Satisfaction Survey - Fall 2002
Frontier Community College
Associate in Arts, Associate in Fine Arts, Associate in Science,
and Associate in Science and Arts (Transfer) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	50	30.0%	54.0%	12.0%	4.0%	0.0%
2. Overall quality of instruction	50	30.0%	52.0%	18.0%	0.0%	0.0%
3. Variety of courses offered at this two-year college	50	18.0%	54.0%	22.0%	6.0%	0.0%
4. Academic advisement services	49	40.8%	49.0%	8.2%	2.0%	0.0%
5. Courses of instruction are academically challenging	50	26.0%	68.0%	6.0%	0.0%	0.0%
6. Admission services	50	42.0%	50.0%	8.0%	0.0%	0.0%
7. Registration services	50	44.0%	48.0%	8.0%	0.0%	0.0%
8. Career advisement services	48	37.5%	41.7%	16.7%	4.2%	0.0%
9. Financial aid services	50	52.0%	34.0%	8.0%	4.0%	2.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	50	36.0%	46.0%	18.0%	0.0%	0.0%
11. Appearance of buildings and grounds	50	52.0%	46.0%	2.0%	0.0%	0.0%
12. Availability of the courses you want at the times you can take them	23	39.1%	0.0%	39.1%	21.7%	0.0%
13. Opportunities for involvement in college activities	12	83.3%	0.0%	0.0%	16.7%	0.0%
14. Accessibility to computer labs	50	54.0%	36.0%	8.0%	2.0%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	50	6.0%	16.0%	44.0%	18.0%	16.0%
16. College's concern for you as an individual	49	22.4%	53.1%	18.4%	6.1%	0.0%
17. Library services	50	56.0%	44.0%	0.0%	0.0%	0.0%
18. Appropriateness of class size	50	38.0%	60.0%	2.0%	0.0%	0.0%
19. My level of awareness of the college's student support services	50	26.0%	46.0%	22.0%	6.0%	0.0%
20. Availability of advisor	49	36.7%	49.0%	12.2%	2.0%	0.0%

Student Satisfaction Survey - Fall 2002
Lincoln Trail College
Associate in Applied Science (Technical) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	46	10.9%	50.0%	32.6%	6.5%	0.0%
2. Overall quality of instruction	45	31.1%	53.3%	11.1%	4.4%	0.0%
3. Variety of courses offered at this two-year college	46	28.3%	47.8%	17.4%	6.5%	0.0%
4. Academic advisement services	45	22.2%	48.9%	26.7%	2.2%	0.0%
5. Courses of instruction are academically challenging	45	26.7%	46.7%	26.7%	0.0%	0.0%
6. Admission services	45	13.3%	57.8%	22.2%	4.4%	2.2%
7. Registration services	45	26.7%	48.9%	15.6%	4.4%	4.4%
8. Career advisement services	46	13.0%	41.3%	39.1%	6.5%	0.0%
9. Financial aid services	45	20.0%	28.9%	44.4%	4.4%	2.2%
10. Laboratory facilities that are utilized for appropriate laboratory course work	46	32.6%	41.3%	21.7%	4.3%	0.0%
11. Appearance of buildings and grounds	45	31.1%	48.9%	15.6%	4.4%	0.0%
12. Availability of the courses you want at the times you can take them	46	28.3%	32.6%	17.4%	21.7%	0.0%
13. Opportunities for involvement in college activities	44	18.2%	31.8%	40.9%	9.1%	0.0%
14. Accessibility to computer labs	46	34.8%	41.3%	21.7%	2.2%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	43	16.3%	18.6%	58.1%	7.0%	0.0%
16. College's concern for you as an individual	45	20.0%	31.1%	40.0%	8.9%	0.0%
17. Library services	44	15.9%	40.9%	36.4%	4.5%	2.2%
18. Appropriateness of class size	45	44.4%	37.8%	17.8%	0.0%	0.0%
19. My level of awareness of the college's student support services	45	13.3%	35.6%	48.9%	2.2%	0.0%
20. Availability of advisor	45	42.2%	33.3%	22.2%	2.2%	0.0%

Student Satisfaction Survey - Fall 2002

Lincoln Trail College

**Associate in Arts, Associate in Fine Arts, Associate in Science,
and Associate in Science and Arts (Transfer) Students**

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	48	8.3%	45.8%	33.3%	10.4%	2.2%
2. Overall quality of instruction	49	16.3%	40.8%	32.7%	6.1%	4.1%
3. Variety of courses offered at this two-year college	48	12.5%	45.8%	18.8%	20.8%	2.2%
4. Academic advisement services	46	15.2%	37.0%	39.1%	8.7%	0.8%
5. Courses of instruction are academically challenging	47	10.6%	48.9%	36.2%	4.3%	0.0%
6. Admission services	47	12.8%	31.9%	36.2%	12.8%	6.3%
7. Registration services	48	16.7%	35.4%	35.4%	6.3%	0.9%
8. Career advisement services	48	12.5%	35.4%	45.8%	6.3%	0.0%
9. Financial aid services	49	18.4%	22.4%	40.8%	8.2%	10.8%
10. Laboratory facilities that are utilized for appropriate laboratory course work	47	12.8%	44.7%	36.2%	6.4%	0.0%
11. Appearance of buildings and grounds	48	16.7%	41.7%	27.1%	8.3%	6.5%
12. Availability of the courses you want at the times you can take them	47	6.4%	31.9%	40.4%	12.8%	8.5%
13. Opportunities for involvement in college activities	47	10.6%	23.4%	51.1%	14.9%	0.0%
14. Accessibility to computer labs	48	27.1%	37.5%	27.1%	8.3%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	48	12.5%	31.3%	35.4%	14.6%	6.3%
16. College's concern for you as an individual	46	6.5%	23.9%	50.0%	15.2%	4.3%
17. Library services	46	19.6%	45.7%	30.4%	2.2%	2.1%
18. Appropriateness of class size	47	29.8%	44.7%	21.3%	4.3%	0.0%
19. My level of awareness of the college's student support services	47	8.5%	34.0%	36.2%	17.0%	4.3%
20. Availability of advisor	45	28.9%	40.0%	26.7%	0.0%	4.4%

Student Satisfaction Survey - Fall 2002
Olney Central College
Associate in Applied Science (Technical) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	50	20.0%	60.0%	20.0%	0.0%	0.0%
2. Overall quality of instruction	50	34.0%	48.0%	16.0%	2.0%	0.0%
3. Variety of courses offered at this two-year college	50	20.0%	50.0%	16.0%	8.0%	6.0%
4. Academic advisement services	50	20.0%	54.0%	18.0%	8.0%	0.0%
5. Courses of instruction are academically challenging	50	16.0%	60.0%	20.0%	4.0%	0.0%
6. Admission services	50	28.0%	58.0%	12.0%	0.0%	2.0%
7. Registration services	50	24.0%	64.0%	10.0%	0.0%	2.0%
8. Career advisement services	49	14.3%	46.9%	32.7%	4.1%	2.0%
9. Financial aid services	48	29.2%	50.0%	10.4%	6.3%	4.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	50	18.0%	54.0%	24.0%	2.0%	2.0%
11. Appearance of buildings and grounds	50	34.0%	46.0%	16.0%	2.0%	2.0%
12. Availability of the courses you want at the times you can take them	50	16.0%	44.0%	16.0%	22.0%	2.0%
13. Opportunities for involvement in college activities	50	12.0%	58.0%	30.0%	0.0%	0.0%
14. Accessibility to computer labs	50	34.0%	48.0%	16.0%	2.0%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	50	8.0%	28.0%	62.0%	2.0%	0.0%
16. College's concern for you as an individual	49	12.2%	59.2%	18.4%	10.2%	0.0%
17. Library services	50	24.0%	46.0%	26.0%	4.0%	0.0%
18. Appropriateness of class size	50	22.0%	50.0%	18.0%	10.0%	0.0%
19. My level of awareness of the college's student support services	50	8.0%	52.0%	36.0%	4.0%	0.0%
20. Availability of advisor	50	38.0%	44.0%	14.0%	2.0%	2.0%

Student Satisfaction Survey - Fall 2002

Olney Central College

**Associate in Arts, Associate in Fine Arts, Associate in Science,
and Associate in Science and Arts (Transfer) Students**

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	49	20.4%	63.3%	14.3%	0.0%	2.0%
2. Overall quality of instruction	48	16.7%	56.3%	25.0%	2.1%	0.0%
3. Variety of courses offered at this two-year college	49	16.3%	32.7%	24.5%	24.5%	2.0%
4. Academic advisement services	47	12.8%	42.6%	29.8%	10.6%	4.0%
5. Courses of instruction are academically challenging	48	12.5%	58.3%	27.1%	2.1%	0.0%
6. Admission services	48	18.8%	56.3%	14.6%	6.3%	4.0%
7. Registration services	49	16.3%	55.1%	16.3%	8.2%	4.0%
8. Career advisement services	49	10.2%	30.6%	40.8%	12.2%	6.0%
9. Financial aid services	49	20.4%	24.5%	38.8%	10.2%	6.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	49	18.4%	55.1%	22.4%	4.1%	0.0%
11. Appearance of buildings and grounds	49	22.4%	55.1%	18.4%	4.1%	0.0%
12. Availability of the courses you want at the times you can take them	49	8.2%	38.8%	28.6%	18.4%	6.0%
13. Opportunities for involvement in college activities	49	10.2%	38.8%	44.9%	4.1%	2.0%
14. Accessibility to computer labs	48	16.7%	47.9%	31.3%	4.2%	0.0%
15. Availability of athletic facilities for athletes and non-athletes	49	18.4%	24.5%	49.0%	6.1%	2.0%
16. College's concern for you as an individual	48	12.5%	33.3%	39.6%	10.4%	4.0%
17. Library services	49	12.2%	53.1%	30.6%	4.1%	0.0%
18. Appropriateness of class size	49	14.3%	77.6%	8.2%	0.0%	0.0%
19. My level of awareness of the college's student support services	49	16.3%	36.7%	40.8%	4.1%	2.0%
20. Availability of advisor	49	18.4%	44.9%	24.5%	8.2%	4.0%

Student Satisfaction Survey - Fall 2002
Wabash Valley College
Associate in Applied Science (Technical) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	49	28.6%	46.9%	18.4%	6.1%	0.0%
2. Overall quality of instruction	49	32.7%	46.9%	6.1%	10.2%	4.1%
3. Variety of courses offered at this two-year college	49	22.4%	59.2%	16.3%	2.0%	0.0%
4. Academic advisement services	48	27.1%	43.8%	22.9%	6.3%	0.0%
5. Courses of instruction are academically challenging	49	26.5%	57.1%	16.3%	0.0%	0.0%
6. Admission services	49	16.3%	55.1%	26.5%	2.0%	0.0%
7. Registration services	49	22.4%	44.9%	26.5%	4.1%	2.0%
8. Career advisement services	49	18.4%	36.7%	32.7%	10.2%	2.0%
9. Financial aid services	49	20.4%	34.7%	24.5%	14.3%	6.1%
10. Laboratory facilities that are utilized for appropriate laboratory course work	48	29.2%	45.8%	18.8%	6.3%	0.0%
11. Appearance of buildings and grounds	48	25.0%	60.4%	8.3%	4.2%	2.0%
12. Availability of the courses you want at the times you can take them	49	8.2%	49.0%	28.6%	10.2%	4.1%
13. Opportunities for involvement in college activities	48	18.8%	47.9%	27.1%	2.1%	4.1%
14. Accessibility to computer labs	49	20.4%	57.1%	12.2%	6.1%	4.1%
15. Availability of athletic facilities for athletes and non-athletes	48	16.7%	37.5%	35.4%	6.3%	4.1%
16. College's concern for you as an individual	49	12.2%	51.0%	20.4%	14.3%	2.0%
17. Library services	48	20.8%	54.2%	18.8%	6.3%	0.0%
18. Appropriateness of class size	49	40.8%	46.9%	6.1%	6.1%	0.0%
19. My level of awareness of the college's student support services	49	18.4%	38.8%	32.7%	10.2%	0.0%
20. Availability of advisor	44	45.5%	25.0%	22.7%	6.8%	0.0%

Student Satisfaction Survey - Fall 2002
Wabash Valley College
Associate in Arts, Associate in Fine Arts, Associate in Science,
and Associate in Science and Arts (Transfer) Students

College Services/Facilities	Total Respondents	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
1. Assessment (testing/grading) system	50	16.0%	60.0%	20.0%	2.0%	2.0%
2. Overall quality of instruction	50	18.0%	58.0%	18.0%	6.0%	0.0%
3. Variety of courses offered at this two-year college	50	18.0%	56.0%	18.0%	6.0%	2.0%
4. Academic advisement services	49	28.6%	38.8%	24.5%	6.1%	2.0%
5. Courses of instruction are academically challenging	50	16.0%	54.0%	28.0%	2.0%	0.0%
6. Admission services	50	24.0%	50.0%	24.0%	2.0%	0.0%
7. Registration services	49	20.4%	51.0%	20.4%	6.1%	2.0%
8. Career advisement services	50	18.0%	42.0%	34.0%	6.0%	0.0%
9. Financial aid services	50	24.0%	36.0%	30.0%	6.0%	4.0%
10. Laboratory facilities that are utilized for appropriate laboratory course work	50	20.0%	50.0%	24.0%	2.0%	4.0%
11. Appearance of buildings and grounds	49	26.5%	38.8%	28.6%	6.1%	0.0%
12. Availability of the courses you want at the times you can take them	50	22.0%	30.0%	30.0%	14.0%	4.0%
13. Opportunities for involvement in college activities	50	18.0%	34.0%	32.0%	14.0%	2.0%
14. Accessibility to computer labs	49	30.6%	38.8%	18.4%	4.1%	8.0%
15. Availability of athletic facilities for athletes and non-athletes	50	18.0%	34.0%	42.0%	6.0%	0.0%
16. College's concern for you as an individual	49	18.4%	30.6%	34.7%	14.3%	2.0%
17. Library services	50	24.0%	40.0%	26.0%	10.0%	0.0%
18. Appropriateness of class size	50	30.0%	56.0%	12.0%	0.0%	2.0%
19. My level of awareness of the college's student support services	50	14.0%	36.0%	38.0%	8.0%	4.0%
20. Availability of advisor	47	34.0%	27.7%	27.7%	10.6%	0.0%

Agenda Item #8F

WVC Foundation Vehicle Lease

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: January 21, 2003
RE: Vehicle Lease with WVC Foundation

The International Program, through Wabash Valley College has initiated an agreement with the Wabash Valley College Foundation for the lease of a 15 passenger van and a 7 passenger mini-van. The Foundation has agreed to the lease.

This lease will allow the International Program to spread the cost of the vehicles over a longer period of time and allow the purchase and use immediately of these needed vans.

I ask approval of the Board for this lease with the Wabash Valley College Foundation.

TLB/rs

Attachment

LEASE WITH OPTION TO PURCHASE

This agreement entered into the 21st day of January, 2003, by and between Illinois Eastern Community Colleges, Olney, Illinois, hereinafter referred to as "Lessee", and the Wabash Valley College Foundation, Mt. Carmel, Illinois, hereinafter referred to as "Lessor",

WITNESSETH:

The parties hereto desire to enter into Agreement whereby Lessor shall provide to Lessee the following described:

2001 Dodge 15 Passenger Van, eight cylinder, 28,000 miles,
VIN#2B5WB35Z51K525934

2002 Dodge Grand Caravan, six cylinder, 19,000 miles,
VIN#2B8GP44352R664806

The consideration to be paid for the lease shall be \$32,000, with \$9,500 payable on January 22, 2003, and three additional payments on the balance of \$22,500 at 4.75% simple interest to reflect a total lease amount, including interest, of \$33,652.55. Terms of the lease are as follows:

1. An initial payment of \$9,500 to be paid on January 22, 2003.
2. Three payments of \$8,050.85, to be due and payable on the 25th day of July, 2003-2005.
3. The final payment, due July 25, 2005, shall be adjusted to reflect actual payment activity during the course of the contract. No penalty will be charged for prepayments.
4. Lessee is hereby given the option of purchasing the above referenced vehicles for an additional one dollar (\$1.00) to be paid with the final payment.
5. For and during the term of the lease, title to the above referenced vehicles shall be reflected in the name of the Lessee.
6. During the term of the lease, the Lessee takes full responsibility for the following obligations:
 - a. To provide and pay for all necessary expenses to operate the leased vehicles.
 - b. To maintain said vehicles in a state of good repair, subject only to normal wear associated with the operation of same for college purposes, to include all routine and major maintenance of all kinds.
 - c. To maintain proper insurance on said vehicles.

LESSEE:

ILLINOIS EASTERN COMMUNITY COLLEGES

BY: _____

LESSOR:

WABASH VALLEY COLLEGE FOUNDATION

BY: _____

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

JANUARY 2003

Illinois Eastern Community Colleges

1. Computers - Desktops and Notebooks

Lincoln Trail College

1. Tartan Flooring Removal – Gymnasium

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Desktop Computers
DATE: January 15, 2003

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 Custom Computers located in Olney, IL for 29 desktop computers with varying upgrade options for a total bid of \$25,998.00. We also recommend acceptance of the low bid for 17 flat screen monitors from IBM Direct for a total of \$8,245.00.

A bid tabulation sheet is attached.

Respectfully submitted,

Roger Browning
Alex Cline

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

**DESKTOP COMPUTERS
BID TABULATION**

	Qty	Automated Office Solutions Evansville, IN	CDS Office Technologies Springfield, IL	Charley Inc Robinson, IL	Charley Inc Robinson, IL	Custom Computers Olney, IL	Dell Marketing Round Rock, TX	IBM Direct Tempe, AZ	Gateway Co N Sioux City, SD	Hewlett-Packard Colorado Springs, CO	Burgess Computer Buckley, IL	Little's Computer Annapolis, IL
Base Unit	Per Unit	\$733.00	\$816.00	\$689.00	\$689.00	\$717.00	\$889.00	\$780.00	\$815.00	\$805.00	\$791.00	\$923.00
	2-10	722.00	816.00	682.50	682.50	700.00	889.00	780.00	805.00	805.00	791.00	923.00
	11-25	717.00	816.00	676.00	676.00	690.00	864.00	780.00	795.00	805.00	788.00	923.00
	26+	713.00	816.00	672.75	672.75	680.00	849.00	780.00	785.00	805.00	788.00	913.00
MONITOR OPTIONS:												
17" CRT Monitor	Per Unit	135.00	148.00	133.50	133.50	130.00	159.00	140.00	130.00	149.00	146.00	165.00
	2-10	131.00	148.00	132.00	132.00	127.00	159.00	140.00	120.00	149.00	146.00	165.00
	11-25	128.00	148.00	131.00	131.00	122.00	153.00	140.00	110.00	149.00	145.00	165.00
	26+	125.00	148.00	130.00	130.00	116.00	149.00	140.00	100.00	149.00	145.00	160.00
17" Flat Panel LCD Monitor	Per Unit	504.00	510.00	514.00	514.00	526.00	559.00	485.00	455.00	459.00	505.00	595.00
	2-10	494.00	510.00	509.00	509.00	520.00	559.00	485.00	445.00	459.00	505.00	595.00
	11-25	486.00	510.00	504.00	504.00	515.00	538.00	485.00	435.00	459.00	502.00	595.00
	26+	473.00	510.00	502.00	502.00	506.00	524.00	485.00	425.00	459.00	502.00	585.00

Gateway and Hewlett Packard submitted lower bids for the 17" Flat Monitors, but will not sell them separately.

**DESKTOP COMPUTERS
BID TABULATION**

UPGRADE OPTIONS:	Qty	Automated Office Solutions Evansville, IN	CDS Office Technologies Springfield, IL	Charley Inc Robinson, IL	Charley Inc Robinson, IL	Custom Computers Olney, IL	Dell Marketing Round Rock, TX	IBM Direct Tempe, AZ	Gateway Co N Sioux City, SD	Hewlett-Packard Colorado Springs, CO	Burgess Computer Buckley, IL	Liddle's Computer Annapolis, IL
Pentium IV 2.4 GHZ	Per Unit	\$53.00	\$40.00	\$33.00	\$33.00	\$32.00	\$39.00	\$790.00	\$30.00	\$47.00	\$31.00	\$50.00
	2-10	52.00	40.00	33.00	33.00	30.00	39.00	790.00	30.00	47.00	31.00	50.00
	11-25	49.00	40.00	33.00	33.00	28.00	39.00	790.00	30.00	47.00	29.00	50.00
	26+	46.00	40.00	33.00	33.00	26.00	39.00	790.00	30.00	47.00	29.00	47.00
512MB Total RAM	Per Unit	145.00	210.00	60.00	30.00	18.00	64.00	90.00	95.00	62.00	94.00	88.00
	2-10	139.00	210.00	60.00	30.00	16.00	64.00	90.00	95.00	62.00	94.00	88.00
	11-25	130.00	210.00	60.00	30.00	15.00	64.00	90.00	95.00	62.00	93.00	88.00
	26+	125.00	210.00	60.00	30.00	14.00	64.00	90.00	95.00	62.00	93.00	83.00
1GB Total RAM	Per Unit	81.00	1526.00	196.00	88.00	64.00	184.00	400.00	270.00	193.00	302.00	264.00
	2-10	81.00	1526.00	194.00	88.00	62.00	184.00	400.00	270.00	193.00	302.00	264.00
	11-25	79.00	1526.00	192.50	88.00	60.00	184.00	400.00	270.00	193.00	300.00	264.00
	26+	78.00	1526.00	191.50	88.00	58.00	184.00	400.00	270.00	193.00	300.00	260.00
80GB 7200 RPM ATA100 EIDE HD	Per Unit	54.00	N/B	46.00	46.00	27.00	79.00	152.00	20.00	37.00	N/A	32.00
	2-10	51.00	N/B	46.00	46.00	26.00	79.00	152.00	20.00	37.00	N/A	32.00
	11-25	48.00	N/B	46.00	46.00	25.00	79.00	152.00	20.00	37.00	N/A	32.00
	26+	43.00	N/B	46.00	46.00	24.00	79.00	152.00	20.00	37.00	N/A	32.00
64MB AGP 3D Video Card (DVD Capable)	Per Unit	56.00	N/B	72.00	21.00	54.00	N/A	120.00	65.00	55.00	125.00	59.00
	2-10	55.00	N/B	72.00	21.00	52.00	N/A	120.00	65.00	55.00	125.00	59.00
	11-25	54.00	N/B	72.00	21.00	50.00	N/A	120.00	65.00	55.00	125.00	59.00
	26+	53.00	N/B	72.00	21.00	48.00	N/A	120.00	65.00	55.00	125.00	56.00

**DESKTOP COMPUTERS
BID TABULATION**

INDIVIDUAL OPTIONS:	Qty	Automated Office Solutions Evansville, IN	CDS Office Technologies Springfield, IL	Charley Inc Robinson, IL	Charley Inc Robinson, IL	Custom Computers Olney, IL	Dell Marketing Round Rock, TX	IBM Direct Tempe, AZ	Gateway Co N Sioux City, SD	Hewlett-Packard Colorado Springs, CO	Burgess Computer Buckley, IL	Liddle's Computer Annapolis, IL
Standard 2 Speaker Set	Per Unit	\$13.00	\$5.00	\$8.00	\$8.00	\$10.00	\$31.00	Std.	\$15.00	\$17.00	\$13.00	\$15.00
	2-10	12.00	5.00	8.00	8.00	9.00	31.00		15.00	17.00	13.00	15.00
	11-25	11.00	5.00	8.00	8.00	7.00	31.00		15.00	17.00	12.25	15.00
	26+	10.00	5.00	8.00	8.00	6.00	31.00		15.00	17.00	12.25	15.00
CD-RW/DVD Drive	Per Unit	103.00	174.00	107.00	107.00	110.00	120.00	165.00	120.00	102.00	172.00	107.00
	2-10	101.00	174.00	107.00	107.00	109.00	120.00	165.00	120.00	102.00	172.00	107.00
	11-25	98.00	174.00	107.00	107.00	100.00	120.00	165.00	120.00	102.00	171.00	107.00
	26+	94.00	174.00	107.00	107.00	90.00	120.00	165.00	120.00	102.00	171.00	103.00
Zip 250 Internal Drive	Per Unit	96.00	106.00	87.00	87.00	108.00	79.00	100.00	85.00	89.00	104.00	94.00
	2-10	94.00	106.00	87.00	87.00	108.00	79.00	100.00	85.00	89.00	104.00	94.00
	11-25	90.00	106.00	87.00	87.00	106.00	79.00	100.00	85.00	89.00	104.00	94.00
	26+	85.00	106.00	87.00	87.00	100.00	79.00	100.00	85.00	89.00	104.00	92.00
IEEE 1394 'firewire' Ports	Per Unit	64.00	N/B	57.00	57.00	63.00	83.00	90.00	45.00	51.00	N/A	56.00
	2-10	57.00		57.00	60.00	83.00	90.00	45.00	51.00	56.00		
	11-25	53.00		57.00	59.00	83.00	90.00	45.00	51.00	56.00		
	26+	45.00		57.00	53.00	83.00	90.00	45.00	51.00	54.00		

DESKTOP COMPUTERS

		Custom Computers	Custom Computers	Custom Computers	IBM	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	
		\$680.00	\$7.00	\$122.00	\$485.00	\$30.00	\$15.00	\$62.00	\$25.00	\$50.00	\$109.00	\$108.00	\$60.00	
FOPAL/Rationale	Ship to	Base Unit Pentium IV 2.0 Ghz	Standard (2) Speaker Set	17" CRT Monitor	17" Flat Panel LCD Monitor	Pentium IV 2.4Ghz	512 MB Total RAM	1 Gb Total RAM	80 Gb 7200 RPM ATA100 EIDE HD	64MB AGP 3D Video Card (DVD Capable)	CD-RW/ DVD Drive	Zip 250 Internal drive	IEEE 1394 'firewire' ports	TOTAL
Student Advantage Network Update computer for director's use for Cora Weger. 66026D-6026D-4108-307	LTC	1	1		1		1				1			\$1,296.00
Student Advantage Network Update computer for secretary's use for Carrie Benefield . 66026D-6026D-4108-307	LTC	1	1		1		1				1			\$1,296.00
Welfare to Work Computer needed to replace existing office computer. Kathy Swinson 65275D-5275D-4108-308	WTW	1	1		1						1			\$1,281.00
Information & Communications Tech. Needed to free up desk space and reduce heat emission. Alex Cline 018-8080D-4108-808	DO				5									\$2,425.00
Chief Finance Officer Needed to increase desk space. Roger Browning 015-8020C-4108-801	DO				3									\$1,455.00

DESKTOP COMPUTERS continued

		Custom Computers	Custom Computers	Custom Computers	IBM	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	
FOPAL/Rationale	Ship to	Base Unit Pentium IV 2.0 Ghz	Standard (2) Speaker Set	17" CRT Monitor	17" Flat Panel LCD Monitor	Pentium IV 2.4Ghz	512 MB Total RAM	1 Gb Total RAM	80 Gb 7200 RPM ATA100 EIDE HD	64MB AGP 3D Video Card (DVD Capable)	CD-RW/ DVD Drive	Zip 250 Internal drive	IEEE 1394 'firewire' ports	TOTAL
Wabash Valley College Advanced Tech. Upgrade lab computers Wayne Henegar 65043W-5043W-4108-101	WVC	2					2				2			\$1,608.00
Olney Central College Nursing Needed to replace non- functional computer. Genevieve Bruce Tech Plan 018-8079D-4108-808	FCC	1	1	1				1						\$871.00
Title III Grant Campus Learning Skills Lab relating to Developmental Education component. Jervaise McGlone 6023D-166023D-4108-308	FCC-2 LTC-2 OCC-2 WVC-2	8	8	8			8		8	8				\$7,192.00
Title III Faculty & Staff Resources Center relating to that component. Jervaise McGlone 6023D-166023D-4108-308	FCC-1 LTC-1 OCC-1 WVC-1	4	4	4		4		4	4	4	4	4	4	\$5,012.00
Workforce Education Diane Lutes Needed to increase desk space. 65043E-5043E 4108-109	JAL				1									\$485.00
International Students Pam Madden To replace outdated computer. Technology Plan 018-8079D-4108-808	LTC	1	1	1										\$809.00

DESKTOP COMPUTERS continued

		Custom Computers	Custom Computers	Custom Computers	IBM	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	
FOPAL/Rationale	Ship to	Base Unit Pentium IV 2.0 Ghz	Standard (2) Speaker Set	17" CRT Monitor	17" Flat Panel LCD Monitor	Pentium IV 2.4Ghz	512 MB Total RAM	1 Gb Total RAM	80 Gb 7200 RPM ATA100 EIDE HD	64MB AGP 3D Video Card (DVD Capable)	CD-RW/ DVD Drive	Zip 250 Internal drive	IEEE 1394 'firewire' ports	TOTAL
International Students Pam Madden To replace outdated computer. Technology Plan 018-8079D-4108-808	OCC	1	1	1										\$809.00
International Students Pam Madden To replace outdated computers. Flat screen monitor needed to increase desk space. Technology Plan 018-8079D-4108-808	WVC	4	1	3	1									\$3,578.00
Upward Bound LeAnn Hartleroad Replace outdated desktop. 66010D-6010D-4108-308	OCC	1	1		1		1							\$1,187.00
Olney Central College CTE Faculty Computer Upgrades. Jennifer Mathes 65032O-5032OI-4108-108	OCC	4	4	4				4						\$3,484.00

DESKTOP COMPUTERS continued

		Custom Computers	Custom Computers	Custom Computers	IBM	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	Custom Computers	
	Ship to	Base Unit Pentium IV 2.0 Ghz	Standard (2) Speaker Set	17" CRT Monitor	17" Flat Panel LCD Monitor	Pentium IV 2.4Ghz	512 MB Total RAM	1 Gb Total RAM	80 Gb 7200 RPM ATA100 EIDE HD	64MB AGP 3D Video Card (DVD Capable)	CD-RW/ DVD Drive	Zip 250 Internal drive	IEEE 1394 'firewire' ports	TOTAL
Institutional Development Due to limited desk space and ergonomics using elevated desk position, one flat screen is requested by Institutional Dev. Pam Schwartz 015-809C3-4108-801	DO				1									\$485.00
Personnel Dept. Replace older-larger screens & increase desk space. 015-8040C-4108-804	DO				2									\$970.00
		29	24	22	17	4	13	9	12	12	9	4	4	\$34,243.00

DESKTOP COMPUTER MINIMUM BASE SPECIFICATIONS

Processor: Intel Pentium 4, 2.0 Ghz
 RAM: 256 MB
 Fixed Disk: minimum 20 GB 7200 RPM EIDE Hard Drive (NTFS format)
 Video: Dynamic Video Memory or minimum 32 MB
 Diskette: 1.44 MB Diskette Drive
 Optical: 48x CD-ROM drive
 Sound Card: integrated SoundBlaster compatible
 Speakers: no speakers (see options below)
 Keyboard: 104 Key Enhanced with USB port
 Mouse: **Optical** with scroll wheel, USB
 Interfaces: USB (**2.0, front case location preferred**), parallel, serial
 Case: Tower case with minimum 250W Power Supply
 Other: 10/100-BaseT Ethernet Card (UTP RJ-45)
 Operating System: Microsoft Windows **XP Professional with most recent Service Packs installed**

	<u>Per</u> <u>Unit</u>	<u>2-10</u> <u>Units</u>	<u>11-25</u> <u>Units</u>	<u>26+</u> <u>Units</u>
Base Unit Pricing (monitor not included)	_____	_____	_____	_____
Monitor Options: NI .28 dot pitch or less, LCD monitors should be supported by base or optional video card (indicate amount to add to base unit price)	_____	_____	_____	_____

17" CRT monitor	_____	_____	_____	_____
19" CRT monitor	_____	_____	_____	_____
15" Flat Panel LCD Monitor	_____	_____	_____	_____
17" Flat Panel LCD Monitor	_____	_____	_____	_____

	<u>Per</u> <u>Unit</u>	<u>2-10</u> <u>Units</u>	<u>11-25</u> <u>Units</u>	<u>26+</u> <u>Units</u>
Upgrade Options (replacing base components, indicate any amount added to base unit price)	_____	_____	_____	_____

Pentium IV 2.4 Ghz	_____	_____	_____	_____
Pentium IV 2.8 Ghz	_____	_____	_____	_____
512 Mb total RAM	_____	_____	_____	_____
1Gb total RAM	_____	_____	_____	_____
80 Gb 7200 RPM ATA100 EIDE HD	_____	_____	_____	_____
64MB AGP 3D Video Card (DVD Capable)	_____	_____	_____	_____

Individual Options (independent of base machine)

Standard 2 Speaker Set	_____	_____	_____	_____
CD-RW/DVD drive	_____	_____	_____	_____
Zip 250 internal drive	_____	_____	_____	_____
IEEE 1394 'firewire' ports	_____	_____	_____	_____

Warranty and Support:

Vendor is to be IECC support contact on all warranty issues. Vendor shall have the sole responsibility to contact any and all manufacturers with warranty issues during warranty period. Warranty issues are to be resolved within two weeks or unit(s) will be subject to return for credit or replacement with unit(s) of same or better value. Shipping, delivery, handling, and any restocking fees charges on units(s) returned for credit or replacement shall be the responsibility of the vendor. Vendor shall determine method of shipment. Warranty shall include 30 day unconditional return privilege; 3 year, on-site, next business day warranty; 3 year parts replacement on site; 3 year labor on site provided problem cannot be resolved by phone with technical support. Telephone technical support required 24 hours per day, 7 days per week.

All hardware shall be **Windows 2000/XP** compatible. Current drivers and updates must be applied to the installed OS prior to delivery.

Failure to give detailed explanation/documentation of proposed equipment being supplied will be possible cause for rejection of bid. Complete documentation for all hardware and software must be provided. Failure to provide shall constitute reason for unconditional return of the system /systems with no restocking charge.

Any exception to warranty & support requirements or failure to provide shall constitute reason for unconditional return of the system/systems with no restocking charge. Any exception to warranty & support requirements or failure to comply will be considered non-responsive.

All freight shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for eight weeks from the date of the bid opening.

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Notebook Computers
DATE: January 15, 2003

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 IBM Direct in Tempe, Arizona for 24 notebook computers with varying upgrade options for a total of \$38,235.00.

A bid tabulation sheet is attached.

Respectfully submitted,

Roger Browning
Alex Cline

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

**NOTEBOOK COMPUTERS
BID TABULATION**

	Qty	Automated Office Solutions Evansville, IN	CDS Office Technologies Springfield, IL	Charley Inc Robinson, IL	Custom Computers Olney, IL	Dell Marketing Round Rock, TX	IBM Direct Tempe, AZ	Gateway Co N Sioux City, SD	Hewlett-Packard Colorado Springs, CO	Burgess Computers Buckley, IL	Little's Computer Annapolis, IL
15.0" Display, Intel P4 1.9 GHZ Processor	Per Unit	\$1645.00	\$1737.00		\$1734.00	\$1831.00	\$1450.00	\$1700.00	No-Bid	\$1805.00	\$1827.00
	2-4	1645.00	1737.00		1709.00	1831.00	1450.00	1650.00		1805.00	1827.00
	5-9	1625.00	1737.00		1684.00	1831.00	1450.00	1625.00		1805.00	1827.00
	10+	1600.00	1737.00		1659.00	1814.00	1450.00	1605.00		1798.00	1827.00
UPGRADE OPTIONS:											
Additional 256MB RAM (total 512)	Per Unit	80.00	90.00		75.00	85.00	85.00	Included	89.00	88.50	99.00
	2-4	80.00	90.00		73.00	85.00	85.00		89.00	88.50	99.00
	5-9	79.00	90.00		71.00	85.00	85.00		89.00	88.50	99.00
	10+	76.00	90.00		69.00	85.00	85.00		89.00	88.00	99.00
Modular DVD Drive	Per Unit	Pre- installed	Included	Included		84.00	Included	30.00	Included	Included	60.00
	2-4				84.00	30.00		60.00			
	5-9				84.00	30.00		60.00			
	10+				84.00	30.00		60.00			
Modular CDRW Drive	Per Unit	Pre- installed	252.00		100.00	110.00	165.00	30.00	Included	250.00	156.00
	2-4		252.00		100.00	110.00	165.00	30.00		250.00	156.00
	5-9		252.00		100.00	110.00	165.00	30.00		250.00	156.00
	10+		252.00		100.00	110.00	165.00	30.00		249.00	156.00
Carrying Case	Per Unit	79.00	50.00		29.00	42.00/84.00	40.00	35.00	45.00	42.00	Included
	2-4	79.00	50.00		27.00	42.00/84.00	40.00	35.00	45.00	42.00	
	5-9	79.00	50.00		25.00	42.00/84.00	40.00	35.00	45.00	42.00	
	10+	79.00	50.00		23.00	42.00/84.00	40.00	35.00	45.00	41.00	

NOTEBOOK COMPUTERS							
IBM Direct, Tempe, AZ		\$1,450.00	\$85.00	\$0.00	\$165.00	\$40.00	
FOPAL/Rationale	Ship to	15.0" Display Intel P4 1.9 Ghz Processor	Add'l 256 Mb RAM (Total 512)	Modular DVD drive	Modular CDRW drive	Carrying Case	TOTAL
Student Advantage Network Departmental staff to use in meetings & traveling. Cora Weger 66026D-6026D-4108-308	LTC	1	1		1	1	\$1,740.00
Upward Bound Replace outdated Dell Pentium II LeAnn Hartleroad 66010D-6010D-4108-308	OCC	1	1				\$1,535.00
Business & Industry Training To be used for training. Ken Allen 65246D 5246D-4108-402 \$11,000 and remainder 56022D- 6022D-4108-402	BIT	8	8			8	\$12,600.00
Frontier Community College Emergency Preparedness Program Instructional use. Wes Weber 65043F-5043F-4108-104	FCC	2				2	\$2,980.00
Frontier Community College English Department Instructional use. Judith Puckett 65043F-5043F-4108-101	FCC	1				1	\$1,490.00

NOTEBOOK COMPUTERS continued							
IBM Direct, Tempe, AZ		\$1,450.00	\$85.00	\$0.00	\$165.00	\$40.00	
FOPAL/Rationale	Ship to	15.0" Display Intel P4 1.9 Ghz Processor	Add'l 256 Mb RAM (Total 512	Modular DVD drive	Modular CDRW drive	Carrying Case	TOTAL
Frontier Community College Information Processing Instructional use. LRC 65043F-5043F-4108-102	FCC	1				1	\$1,490.00
Wabash Valley College Advanced Tech. Classroom instruction Wayne Henegar Program Improvement 65031W-5031W-4108-108	WVC	4				4	\$5,960.00
Workforce Education Instructional use Diane Lutes 65043E-5043E-4108-109	JAL	2	2		2	2	\$3,480.00
Lincoln Trail College Laura Johnson Advanced tech. Instructional Use 65043L-5043L-4108-109	LTC	4	4		4	4	\$6,960.00
		24	16		7	23	\$38,235.00

NOTEBOOK COMPUTER MINIMUM SPECIFICATIONS

Screen: active matrix color display – see options below
 Processor: Intel processor – see options below
 Memory: minimum 256 Mb RAM
 Video: minimum 8 Mb
 Hard Drive: minimum 20 GB ultra ATA hard drive (**NTFS** format)
 Floppy drive: 1.44 MB 3.5” floppy disk drive, integrated design
 Optical: minimum CD read only drive, modular design
 Multimedia Package: SB Compatible audio, Stereo Speakers
 Internal Microphone, Headphone/Speaker Jack
 Line in and Line out Microphone jacks
 Keyboard: Full size
 Mouse: Touch pad **and external optical scroll mouse, USB**
 Operating System: Microsoft Windows XP Professional with most recent Service Pack installed
 Additional Software: Additional software unnecessary
 Expansion Slots: minimum one PC card slot
 Power : long life Lithium Ion battery; also AC pack
 External Ports: USB, parallel, serial, VGA, PS/2, IEEE1394
 Modem: V.92 56K, integrated
 Network Adapter: Ethernet 10/100, integrated
 Certifications: FCC Class B, UL and CSA Certified

Please bid the following base unit configurations:

	<u>Per Unit</u>	<u>2-4 Units</u>	<u>5 – 9 Units</u>	<u>10 or more</u>
15.0” Display, Intel P4 1.8 Ghz Processor	_____	_____	_____	_____
15.0” Display, Intel P4 2.0 Ghz Processor	_____	_____	_____	_____

Upgrade Options
(indicate amount to add to base unit price)

Additional 256 Mb RAM (total 512)	_____	_____	_____	_____
Modular DVD drive	_____	_____	_____	_____
Modular CDRW drive	_____	_____	_____	_____
Zip 250 external drive (USB)	_____	_____	_____	_____
Carrying Case	_____	_____	_____	_____

Warranty and Support:

Vendor is to be IECC support contact on all warranty issues. Vendor shall have the sole responsibility to contact any and all manufacturers with warranty issues during warranty period. Warranty issues are to be resolved within two weeks or unit(s) will be subject to return for credit or replacement with unit(s) of same or better value. Shipping, delivery, handling, and any restocking fees charges on units(s) returned for credit or replacement shall be the responsibility of the vendor. Vendor shall determine method of shipment. Warranty shall include 30 day unconditional return privilege; 3 year, on-site, next business day warranty; 3 year parts replacement on site; 3 year labor on site provided problem cannot be resolved by phone with technical support. Telephone technical support required 24 hours per day, 7 days per week.

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All freight shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for eight weeks from the date of the bid opening.

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – tartan flooring removal - Lincoln Trail College Gymnasium

DATE: January 15, 2003

Attached is the bid recommendation received from Kent Metzger, Kam Solutions, Mattoon, IL for tartan floor removal from the Lincoln Trail College gymnasium.

We received one bid from **Central States Environmental Services, Inc. in Centralia, IL** for a total bid of **\$69,882.00**. Based on the recommendation of Kent Metzger, the Bid Committee recommends acceptance of this bid from Central States Environmental Services.

Project Scope: Work consists of the removal and disposal of the tartan floor from the LTC gymnasium.

Source of Funds: 2002 PHS Bond Funds

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



January 14, 2003

Illinois Eastern Community Colleges
233 Chestnut Street
Olney, IL 62450

RE: Tartan Flooring Removal
Lincoln Trail College Gymnasium
Robinson, Crawford County, Illinois

Dear Sirs:

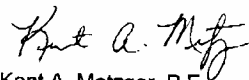
We have reviewed the bids received on January 14, 2003 for the aforementioned project. Central States Environmental Services, Inc. of Centralia, Illinois, appears to be the only responsible bidder with a bid of \$69,882.00. We feel this bid is appropriate based on the bids received on the similar project at Olney Central College.

Central States Environmental Services, Inc. has been contacted since the bid opening and they are satisfied with their bid. They expressed their interest and stated they were looking forward to performing the project.

Central States Environmental Services was the contractor on the Olney Central College project, and performed the project very well. We feel they will perform responsibly on this project as well. This type of project is quite unique. Therefore, the lack of interest in bidding this project from other contractors is not surprising.

If you have any questions, please feel free to call our office.

Sincerely,
KAM Solutions, P.C.


Kent A. Metzger, P.E.

S:\KAMP\C\Environmental\Lincoln Trail Gym\Documents\Recommnd-1.tr.wpd
KAM #02-1029



Agenda Item #10

District Finance

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

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

TREASURER'S REPORT December 31, 2002

FUND	BALANCE
Educational	(\$241,491.65)
Operations & Maintenance	\$21,258.64
Operations & Maintenance (Restricted)	\$3,735,023.76
Bond & Interest	\$147.70
Auxiliary	\$11,041.84
Restricted Purposes	(\$12,131.22)
Working Cash	(\$9.44)
Trust & Agency	\$346,833.20
Audit	\$39,082.08
Liability, Protection & Settlement	\$165,200.93
TOTAL ALL FUNDS	\$4,064,955.84

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS

December 2002

Date Purchased	Maturity Date	Rate of	Bank	Cost	Value	Interest to
Education Fund						
11/20/02	01/21/03	1.31	US Bank of Flora (CD)	500,000	501,092	1,092
11/20/02	02/18/03	1.31	US Bank of Flora (CD)	1,000,000	1,003,275	3,275
11/20/02	05/19/03	1.31	US Bank of Flora (CD)	1,000,000	1,006,550	6,550
Operations & Maintenance						
11/20/02	02/18/03	1.31	US Bank of Flora (CD)	300,000	300,983	983
Operations & Maintenance Fund (Rest)						
11/20/02	03/20/03	1.31	US Bank of Flora (CD)	600,000	602,620	2,620
Bond & Interest						
Auxiliary Fund						
11/20/02	02/18/03	1.31	US Bank of Flora (CD)	500,000	501,638	1,638
11/20/02	05/19/03	1.31	US Bank of Flora (CD)	500,000	503,275	3,275
Restricted Purposes						
Working Cash Fund						
01/07/01	07/07/03	4.07	Community Bank & Trust (CD)	1,515,000	1,607,491	92,491
11/18/02	11/18/03	1.80	Trust Bank (CD)	675,000	687,150	12,150
11/19/02	05/19/03	1.31	US Bank of Flora (CD)	49,000	49,321	321
Trust & Agency Fund						
Liability & Protection Fund						
11/20/02	05/19/03	1.31	US Bank of Flora (CD)	750,000	754,913	4,913

Total

7,389,000

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2003
 (With comparative totals for 30-JUN-2002)
 (amounts expressed in dollars)

Governmental Fund Types

	GENERAL FUNDS	GRANTS	AUDIT	LPS	BOND AND INTEREST	OBM RESTRICTED
ASSETS and OTHER DEBITS:						
ASSETS:						
CASH	-220,233	-12,131	39,082	165,201	148	3,735,024
IMPREST FUND	1,000	--	--	--	--	--
CHECK CLEARING	2,000	--	--	--	--	--
INVESTMENTS	2,800,000	--	--	750,000	--	600,000
RECEIVABLES	2,490,929	296,207	--	--	--	--
ACCRUED REVENUE	--	--	--	--	--	--
INTERFUND RECEIVABLES	--	1,736	--	--	--	--
INVENTORY	--	--	--	--	--	--
TOTAL ASSETS AND OTHER DEBITS:	5,073,696	285,812	39,082	915,201	148	4,335,024
Liabilities, equity and other credits						
LIABILITIES:						
PAYROLL DEDUCTIONS PAYABLE	96,031	--	--	--	--	--
ACCOUNTS PAYABLE	-575,905	1,676	--	-644	--	--
ACCRUED EXPENSE	--	--	--	--	--	--
INTERFUND PAYABLES	--	--	--	--	--	--
DEFERRED REVENUE	--	--	--	--	--	--
OTHER LIABILITIES	398,472	--	--	--	--	--
TOTAL LIABILITIES:	-81,402	1,676	--	-644	--	--
EQUITY AND OTHER CREDITS:						
INVESTMENT IN PLANT	--	--	--	--	--	--
PR YR BDGTD CHANGE TO FUND	--	--	--	--	--	--
BALANCE						
Fund Balances:						
FUND BALANCE	-454,476	-723,978	39,082	915,845	148	4,335,024
RESERVE FOR ENCUMBRANCES	5,609,574	1,008,114	--	--	--	--
TOTAL EQUITY AND OTHER CREDITS:	5,155,098	284,136	39,082	915,845	148	4,335,024
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	5,073,696	285,812	39,082	915,201	148	4,335,024
=====						

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2003
 (With comparative totals for 30-JUN-2002)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2003	Prior Year 2002
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	3,707,090	6,238,937
IMPREST FUND	1,000	1,000
CHECK CLEARING	2,000	2,000
INVESTMENTS	4,150,000	1,708,000
RECEIVABLES	2,787,136	7,293,572
ACCRUED REVENUE		
INTERFUND RECEIVABLES	1,736	30,251
TOTAL ASSETS AND OTHER DEBITS:	10,648,962	15,273,760
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	96,031	148,081
ACCOUNTS PAYABLE	-574,873	33,504
ACCRUED EXPENSE		29,019
INTERFUND PAYABLES		
DEFERRED REVENUE		5,235,089
OTHER LIABILITIES	398,472	396,018
TOTAL LIABILITIES:	-80,370	5,841,710
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	4,111,644	1,757,034
RESERVE FOR ENCUMBRANCES	6,617,688	7,675,016
TOTAL EQUITY AND OTHER CREDITS:	10,729,332	9,432,050
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	10,648,962	15,273,760

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2003
 (With comparative totals for 30-JUN-2002)
 (amounts expressed in dollars)

Proprietary Fund Types

AUXILIARY FUNDS	Current Year 2003	Prior Year 2002
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	11,042	776,616
IMPREST FUND	20,500	20,500
CHECK CLEARING		
INVESTMENTS	1,000,000	300,000
RECEIVABLES	63,256	58,215
ACCRUED REVENUE		
INTERFUND RECEIVABLES		
INVENTORY	421,022	421,022
TOTAL ASSETS AND OTHER DEBITS:	1,515,820	1,576,352
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE		
ACCOUNTS PAYABLE	-36,204	18,080
ACCRUED EXPENSE		23,313
INTERFUND PAYABLES		
DEFERRED REVENUE		
OTHER LIABILITIES		
TOTAL LIABILITIES:	-36,204	41,393
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,276,889	879,673
PR YR BDGTD CHANGE TO FUND	275,135	655,286
BALANCE		
Fund Balances:		
FUND BALANCE		
RESERVE FOR ENCUMBRANCES		
TOTAL EQUITY AND OTHER CREDITS:	1,552,024	1,534,959
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,515,820	1,576,352
	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2003
 (With comparative totals for 30-JUN-2002)
 (amounts expressed in dollars)

Fiduciary Fund Types

	WORKING CASH	TRUST AND AGENCY	Current Year 2003	Prior Year 2002
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	-9	346,833	346,824	1,812,303
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,239,000	--	2,239,000	787,500
RECEIVABLES		3,212	3,212	2,879
ACCRUED REVENUE		--		
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	<u>2,238,991</u>	<u>350,045</u>	<u>2,589,036</u>	<u>2,602,682</u>
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		4,114
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		<u>139,950</u>	<u>139,950</u>	<u>144,064</u>
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTD CHANGE TO FUND		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,238,991	203,554	2,442,545	2,435,204
RESERVE FOR ENCUMBRANCES		6,541	6,541	23,414
TOTAL EQUITY AND OTHER CREDITS:	<u>2,238,991</u>	<u>210,095</u>	<u>2,449,086</u>	<u>2,458,618</u>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<u>2,238,991</u>	<u>350,045</u>	<u>2,589,036</u>	<u>2,602,682</u>
	=====	=====	=====	=====

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 30-JUN-2003
 (With comparative totals for 30-JUN-2002)
 (amounts expressed in dollars)

Memorandum Only

	Current Year 2003	Prior Year 2002
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	4,064,956	8,827,855
IMPREST FUND	21,500	21,500
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,389,000	2,795,500
RECEIVABLES	2,853,604	7,354,666
ACCRUED REVENUE		
INTERFUND RECEIVABLES	1,736	30,251
INVENTORY	421,022	421,022
TOTAL ASSETS AND OTHER DEBITS:	14,753,818	19,452,794
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	96,031	148,081
ACCOUNTS PAYABLE	-611,077	55,697
ACCRUED EXPENSE		52,332
INTERFUND PAYABLES	139,950	139,950
DEFERRED REVENUE		5,235,089
OTHER LIABILITIES	398,472	396,018
TOTAL LIABILITIES:	23,376	6,027,167
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,276,889	879,673
PR YR BDGTD CHANGE TO FUND BALANCE	275,135	655,286
Fund Balances:		
FUND BALANCE	6,554,189	4,192,238
RESERVE FOR ENCUMBRANCES	6,624,229	7,698,430
TOTAL EQUITY AND OTHER CREDITS:	14,730,442	13,425,628
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	14,753,818	19,452,794

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

EDUCATIONAL FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,766,410.00	1,766,165.05	-244.95	-.014
STATE GOVT SOURCES	11,846,245.00	3,177,957.17	-8,668,287.83	-73.173
STUDENT TUITION & FEES	6,700,711.00	6,304,209.14	-396,501.86	-5.917
SALES & SERVICE FEES	25,000.00	25,066.69	66.69	.267
FACILITIES REVENUE	.00	.00	.00	.000
INVESTMENT REVENUE	130,000.00	54,783.61	-75,216.39	-57.859
OTHER REVENUES	102,000.00	21,606.09	-80,393.91	-78.818
DUMMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	20,570,366.00	11,349,787.75	-9,220,578.25	-44.825
EXPENDITURES:				
INSTRUCTION	9,892,260.00	4,725,568.93	-5,166,691.07	-52.230
ACADEMIC SUPPORT	494,518.00	246,089.58	-248,428.42	-50.236
STUDENT SERVICES	1,202,744.00	591,843.31	-610,900.69	-50.792
PUBLIC SERV/CONT ED	74,688.00	37,032.38	-37,655.62	-50.417
OPER & MAINT PLANT	138,000.00	56,377.79	-81,622.21	-59.147
INSTITUTIONAL SUPPORT	4,853,445.00	2,319,383.38	-2,534,061.62	-52.212
SCH/STUDENT GRNT/WAIVERS	3,765,630.00	1,982,411.35	-1,783,218.65	-47.355
	-----	-----	-----	-----
TOTAL EXPENDITURES:	20,421,285.00	9,958,706.72	-10,462,578.28	-51.234
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	671,221.00	875,221.00	204,000.00	30.392
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	671,221.00	875,221.00	204,000.00	30.392
NET INCREASE/DECREASE IN NET ASSETS				
	-522,140.00	515,860.03	1,038,000.03	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

OPERATIONS & MAINTENANCE

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	752,745.00	750,733.09	-2,011.91	-.267
STATE GOVT SOURCES	1,565,080.00	396,293.17	-1,168,786.83	-74.679
FACILITIES REVENUE	30,000.00	15,666.50	-14,333.50	-47.778
INVESTMENT REVENUE	10,000.00	8,111.84	-1,888.16	-18.882
OTHER REVENUES	5,000.00	.00	-5,000.00	-100.000
	-----	-----	-----	-----
TOTAL REVENUES:	2,362,825.00	1,170,804.60	-1,192,020.40	-50.449
EXPENDITURES:				
ACADEMIC SUPPORT	.00	.00	.00	.000
STUDENT SERVICES	.00	-208.14	-208.14	#####
OPER & MAINT PLANT	2,511,906.00	1,161,509.66	-1,350,396.34	-53.760
INSTITUTIONAL SUPPORT	.00	-129.20	-129.20	#####
	-----	-----	-----	-----
TOTAL EXPENDITURES:	2,511,906.00	1,161,172.32	-1,350,733.68	-53.773
NET INCREASE/DECREASE IN NET ASSETS	-149,081.00	9,632.28	158,713.28	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

OPER & MAINT (RESTRICTED)

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	.00	3,503,487.89	3,503,487.89	#####
STATE GOVT SOURCES	76,900.00	-2,954.28	-79,854.28	#####
INVESTMENT REVENUE	8,200.00	12,169.88	3,969.88	48.413
	-----	-----	-----	-----
TOTAL REVENUES:	85,100.00	3,512,703.49	3,427,603.49	###.###
EXPENDITURES:				
OPER & MAINT PLANT	76,900.00	36,014.98	-40,885.02	-53.166
INSTITUTIONAL SUPPORT	829,452.00	99,758.24	-729,693.76	-87.973
	-----	-----	-----	-----
TOTAL EXPENDITURES:	906,352.00	135,773.22	-770,578.78	-85.020
NET INCREASE/DECREASE IN NET ASSETS	-821,252.00	3,376,930.27	4,198,182.27	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

BOND & INTEREST FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,469,646.00	1,493,667.58	24,021.58	1.635
INVESTMENT REVENUE	.00	5,045.49	5,045.49	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,469,646.00	1,498,713.07	29,067.07	1.978
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,469,646.00	1,443,237.50	-26,408.50	-1.797
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,469,646.00	1,443,237.50	-26,408.50	-1.797
NET INCREASE/DECREASE IN NET ASSETS	.00	55,475.57	55,475.57	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

AUXILIARY ENTERPRISE

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	44,950.00	.00	-44,950.00	-100.000
STUDENT TUITION & FEES	494,125.00	118,393.52	-375,731.48	-76.040
SALES & SERVICE FEES	2,760,601.00	1,307,022.16	-1,453,578.84	-52.654
FACILITIES REVENUE	1,415.00	890.00	-525.00	-37.102
INVESTMENT REVENUE	17,833.00	14,834.48	-2,998.52	-16.814
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	20,000.00	20,000.00	#####
OTHER REVENUES	73,914.00	18,938.56	-54,975.44	-74.378
	-----	-----	-----	-----
TOTAL REVENUES:	3,392,838.00	1,480,078.72	-1,912,759.28	-56.376
AUXILIARY ENTERPRISES:				
SALARIES	1,232,480.00	476,169.89	-756,310.11	-61.365
EMPLOYEE BENEFITS	72,473.00	33,932.92	-38,540.08	-53.179
CONTRACTUAL SERVICES	305,476.00	62,554.93	-242,921.07	-79.522
GEN. MATERIAL & SUPPLIES	2,363,563.00	1,268,096.25	-1,095,466.75	-46.348
CONF/TRAVEL MEETING EXPENSE	298,727.00	98,546.75	-200,180.25	-67.011
FIXED CHARGES	86,120.00	68,487.93	-17,632.07	-20.474
UTILITIES	15,950.00	3,737.59	-12,212.41	-76.567
CAPITAL OUTLAY	250,100.00	23,230.00	-226,870.00	-90.712
INTERFUND TRANSFERS	775,221.00	-875,221.00	-1,650,442.00	#####
OTHER EXPENDITURES	175,875.00	45,408.07	-130,466.93	-74.182
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	5,575,985.00	1,204,943.33	-4,371,041.67	-78.390
NET INCREASE/DECREASE IN NET ASSETS	-2,183,147.00	275,135.39	2,458,282.39	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

WORKING CASH FUND

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	104,000.00	48,990.56	-55,009.44	-52.894
	-----	-----	-----	-----
TOTAL REVENUES:	104,000.00	48,990.56	-55,009.44	-52.894
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-104,000.00	.00	104,000.00	100.000
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-104,000.00	.00	104,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	208,000.00	48,990.56	-159,009.44	-76.447

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	45,000.00	45,622.17	622.17	1.383
INVESTMENT REVENUE	.00	598.01	598.01	#####
	-----	-----	-----	-----
TOTAL REVENUES:	45,000.00	46,220.18	1,220.18	2.712
EXPENDITURES:				
INSTITUTIONAL SUPPORT	46,016.00	24,754.29	-21,261.71	-46.205
	-----	-----	-----	-----
TOTAL EXPENDITURES:	46,016.00	24,754.29	-21,261.71	-46.205
NET INCREASE/DECREASE IN NET ASSETS	-1,016.00	21,465.89	22,481.89	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-DEC-2002
Percentage of time remaining through the Budget: 49.589

LIAB, PROTECT, SETTLEMENT

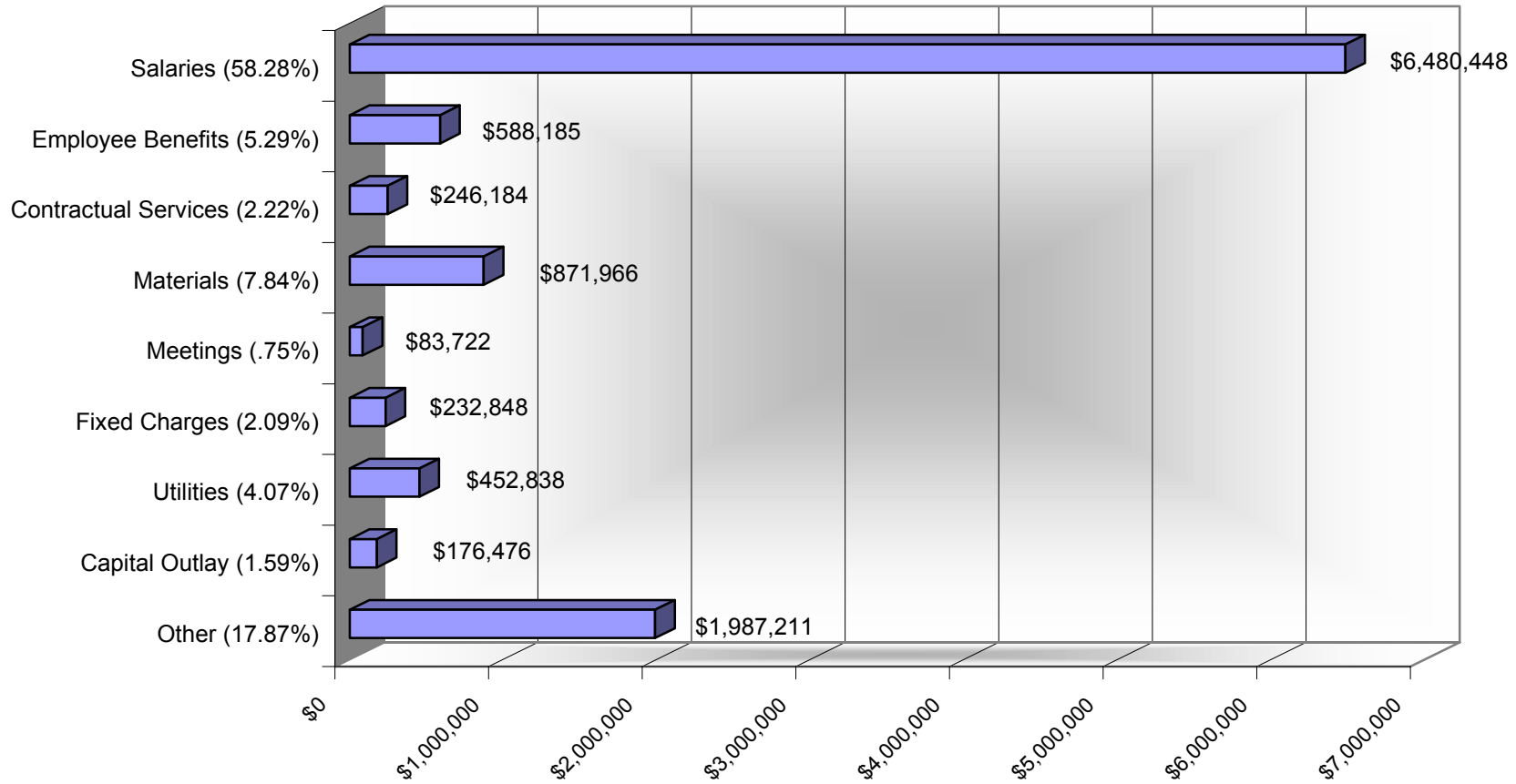
	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	467,221.00	464,803.93	-2,417.07	- .517
INVESTMENT REVENUE	.00	12,248.92	12,248.92	#####
	-----	-----	-----	-----
TOTAL REVENUES:	467,221.00	477,052.85	9,831.85	2.104
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,084,557.00	279,187.72	-805,369.28	-74.258
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,084,557.00	279,187.72	-805,369.28	-74.258
NET INCREASE/DECREASE IN NET ASSETS	-617,336.00	197,865.13	815,201.13	#####

ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS
COMPARISON REPORT FY01-03

College	Category	FISCAL YEAR 2001			FISCAL YEAR 2002			FISCAL YEAR 2003				Summer & Fall Hours	Cost per Semester Hour
		Annual Budget	Spent Thru December	% of Bdgt	Annual Budget	Spent Thru December	% of Bdgt	Annual Budget	Spent Thru December	% of Bdgt	% of Year		
Frontier	Bills		\$543,784			\$559,784			\$905,482				
	Payroll		920,124			923,471			998,400				
	Totals	\$3,172,980	1,463,908	46%	\$3,284,528	1,483,255	45%	\$3,071,960	1,903,882	62%	50%		
Lincoln Trail	Bills		530,447			570,032			643,922				
	Payroll		1,224,375			1,193,722			1,099,523				
	Totals	3,499,900	1,754,822	50%	3,637,973	1,763,754	48%	3,373,334	1,743,445	52%	50%		
Olney Central	Bills		582,096			653,443			775,899				
	Payroll		1,770,465			1,681,877			1,771,994				
	Totals	4,703,754	2,352,561	50%	4,927,734	2,335,320	47%	5,236,735	2,547,893	49%	50%		
Wabash Valley	Bills		605,726			479,393			755,163				
	Payroll		1,440,627			1,382,443			1,411,343				
	Totals	3,967,821	2,046,353	52%	4,058,086	1,861,836	46%	3,775,819	2,166,506	57%	50%		
Workforce Educ.	Bills		489,587			642,142			484,157				
	Payroll		509,573			500,275			484,764				
	Totals	2,394,245	999,160	42%	2,425,081	1,142,417	47%	1,975,274	968,921	49%	50%		
District Office	Bills		83,404			111,302			158,945				
	Payroll		446,898			419,516			436,367				
	Totals	1,130,151	530,302	47%	1,230,418	530,818	43%	1,265,567	595,312	47%	50%		
District Wide	Bills		966,543			892,918			915,864				
	Payroll		302,918			285,949			278,056				
	Totals	2,485,981	1,269,461	51%	2,926,982	1,178,867	40%	4,234,502	1,193,920	28%	50%		
O & M	Bills												
	Payroll												
	Totals												
GRAND TOTALS		\$21,354,832	\$10,416,567	49%	\$22,490,802	\$10,296,267	46%	\$22,933,191	\$11,119,879	48%	50%		

Excludes DOC

Illinois Eastern Community Colleges FY2003 Operating Funds



Illinois Eastern Community Colleges Dist. #529

As of December 31, 2002 - \$11,119,879

Agenda Item #11

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Agenda Item #12

Executive Session

Agenda Item #13

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: January 17, 2003
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional information for items 400.1 and 400.5 will be mailed under separate cover.

mk

Attachments

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Reorganization of the Information
Technology Department**
- 400.4. Notice of Intent to Renew CEO Contract**
- 400.5. Retirement**

PERSONNEL REPORT

400.1. Employment of Personnel

- A. Faculty
 - 1. Mary Mersinger, ESL Instructor
- B. Administrative
 - 1. Charlotte Bruce, Director of the Learning Resource Center, OCC

400.2. Change in Status

- A. Administrative
 - 1. Jamie Henry, Interim Director of Business, LTC, to Director of Business, LTC, effective January 22, 2003.

400.3. Reorganization of the Information Technology Department

- A. Classified
 - 1. Jacquelyn Shamhart, from Office Assistant to Help Desk/Computer Technician, DO. Amount: \$20,540 per fiscal year, effective January 22, 2003.
 - 2. Rebecca Shultz, from Computer Operator to Systems Technician, DO. Amount: \$31,459 per fiscal year, effective January 22, 2003.

400.4. Notice of Intent to Renew CEO Contract

400.5. Retirement

- A. Administrative
 - 1. John Arabatgis, President, LTC, effective September 1, 2003.

Agenda Item #15

Agenda Item #15

Collective Bargaining

Agenda Item #16

Agenda Item #16

Litigation

Agenda Item #17

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Agenda Item #18

Other Items

Agenda Item #19

Agenda Item #19

Adjournment

**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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12/31/2002

**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	

12/31/2002

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	

12/31/2002

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

	Estimated Budget											
Door & Hardware Accessibility WVC & FCC	\$149,200	██████████										
Storm Drain - Applied Arts Building WVC	\$72,600	██████████										
Bleacher Replacement LTC	\$181,500	██████████										
Door Replacements LTC & WVC	\$33,900	██████████										
Gymnasium Floor Replacement LTC	\$525,100	██████████										
HVAC Unit Replacements OCC	\$447,700	██████████										
Interior Lighting Upgrade WVC	\$201,300	██████████										
Air Quality - Paint Booth Installation WVC	\$205,700	██████████										
Roof Replacements/Repair District-wide	\$727,000	██████████										
Sanitary Sewer Replacement FCC	\$56,900	██████████										
Stairway/Lobby Glazing OCC	\$144,000	██████████										
Exterior Wall & Fascia Renovations LTC	\$542,100	██████████										
Site Lighting LTC & WVC	\$261,400	██████████										
GRAND TOTAL	\$3,548,400		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted	