

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

July 17, 2007



Location:

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

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

**Illinois Eastern Community Colleges
Board Agenda**

July 17, 2007

7:00 p.m.

Frontier Community College

1. Call to Order & Roll CallChairman Fischer
2. Disposition of MinutesCEO Bruce
3. Recognition of Visitors and GuestsBruce
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
 - Coal Mining Technology/Telecom
6. Policy First Reading (and Possible Approval)Bruce
 - A. None
7. Policy Second ReadingBruce
 - A. None
8. Staff Recommendations for Approval
 - A. Accountability & Program Review Pampe
 - B. Performance Report Fiscal Year 2007 Pampe
 - C. 2007-2008 IECC Catalog Schwartz
 - D. 2 + 2 Nursing Articulation Agreement with Lakeview College of NursingBruce
 - E. Affiliation Agreement with Richland Memorial Hospital (Olney)Bruce
 - F. Affiliation Agreement with Lawrence County Memorial Hospital (Lawrenceville)Bruce
 - G. Affiliation Agreement with Good Samaritan Hospital (Vincennes, IN).....Bruce
 - H. Lawrence County Enterprise Zone Extension and Tax AbatementBruce
9. Bid Committee ReportBruce
 - IECC
 1. Janitorial Equipment, Supplies & Office Copy Paper
 2. Catalog
 3. Computers, Monitors & Projectors
 4. Software
 - LTC
 1. Greenhouse - Foundation, Mechanical & Electrical Work
 - OCC
 1. Computerized Wheel Alignment System
 - Workforce Ed
 1. Shuttle Car Training Panel & Scoop/Battery Hauler System Training Panel

- 10. District Finance
 - A. Financial Report Browning
 - B. Approval of Financial Obligations Browning
- 11. Chief Executive Officer's Report..... Bruce
- 12. Executive Session Bruce
- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Bruce
 - B. Audio Executive Session Minutes Bruce
- 14. Approval of Personnel Report..... Bruce
- 15. Collective Bargaining..... Bruce
- 16. Litigation Bruce
- 17. Acquisition and Disposition of Property..... Bruce
- 18. Other Items
- 19. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, June 19, 2007.

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

John D. Brooks, George Andrew Fischer, William C. Hudson “Jr.,” Walter L. Koertge, Marilyn J. Wolfe. Also present was Randi Scott, student trustee. Trustees absent: Brenda K. Culver, Larry Rost. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

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

Also present at this meeting, in addition to trustees:

Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.
Jack Davis, President of Olney Central College.
Matt Fowler, President of Wabash Valley College.
Charles R. Novak, Interim President of Frontier Community College.
Beverly Turkal, President of Lincoln Trail College.
Roger Browning, Chief Finance Officer & Treasurer.
Tara Buerster, Director of Human Resources.
Christine Cantwell, Associate Dean of Academic & Student Support Services.
Alex Cline, Director of Information & Communications Technology.
Kathleen Pampe, Associate Dean, Career Education & Economic Development.
Pamela Schwartz, Associate Dean of Institutional Development.
George Woods, Dean of Workforce Education.

Abbreviations Used in Minutes:

DO – District Office
DOC – Department of Corrections
FCC – Frontier Community College
HLC – Higher Learning Commission
ICCB – Illinois Community College Board
ICCTA – Illinois Community College Trustees Association
IECC – Illinois Eastern Community Colleges
IECCEA – Illinois Eastern Community Colleges Education Association
LCC – Lawrence Correctional Center
LTC – Lincoln Trail College
OCC – Olney Central College
PHS – Protection, Health & Safety
RCC – Robinson Correctional Center
SURS – State Universities Retirement System
WED – Workforce Education
WVC – Wabash Valley College

Revised Agenda Adopted: The CEO presented a revised agenda, adding Agenda Item #8-N, “FY08 General Insurance.” Without objection, the Chair directed that the revised agenda is hereby adopted.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, Tuesday, May 15, 2007, were presented for disposition.

Board Action: Trustee Walter Koertge made a motion to approve minutes of the foregoing meeting as prepared. Trustee Marilyn Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye”

and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

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

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

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – Ann Emken addressed the Board of Trustees relative to a request that will be proposed at a future time to expand the Lawrence County Enterprise Zone to include the BP Station/McDonalds in Lawrenceville.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Informational reports were noted from each of the colleges.

#5-C. Report from Cabinet: None.

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

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

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

#8-A. RAMP Document FY2009: Ms. Cantwell reviewed IECC’s Resource Allocation and Management Plan (RAMP) for FY 2009, which includes four capital project requests in ranking order, as follows:

Olney Central College
Project Name: Applied Technology Center
District Priority No.: 1 of 4
Total Building Budget: \$1,742,904

Wabash Valley College
Project Name: Technology/Student Support Expansion to Main Hall
District Priority No.: 2 of 4
Total Building Budget: \$6,343,050

Lincoln Trail College
Project Name: Center for Technology
District Priority No.: 3 of 4
Total Building Budget: \$8,564,834

Frontier Community College
Project Name: Student Center
District Priority No.: 4 of 4
Total Building Budget: \$3,350,096

Recommendation: The CEO recommended approval of the RAMP document for submission to the Illinois Community College Board.

Board Action: Trustee William Hudson made a motion to approve IECC’s Resource Allocation and Management Plan for FY2009 as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Inter-Fund Loans Resolution: The CFO presented a resolution relating to inter-fund loans. State statute requires that the Board of Trustees approve by resolution each year certain inter-fund loans and transfers. The CEO recommended adoption of the following resolution authorizing inter-fund loans during fiscal year 2008.

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for fiscal year 2008, pursuant to 110 ILCS 805/3-34, and

WHEREAS, these inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the District.

SO BE IT RESOLVED, that the Board of Trustees hereby authorizes the Treasurer of the District to make inter-fund loans as required for fiscal year 2008, and to make the necessary transfers therefore.

BE IT FURTHER RESOLVED, that each such inter-fund loan must be repaid and retransferred to the proper fund no later than June 30, 2008.

Board Action: Trustee Marilyn Wolfe made a motion adopt the foregoing resolution relating to Inter-Fund Loans as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Building and Maintenance Fund Resolution: The CFO presented a resolution relating to expenditures from the Building and Maintenance Fund. The CEO recommended approval of the following resolution authorizing certain expenditures from the Operations, Building and Maintenance Fund.

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to 110 ILCS 805/3-20.3.

WHEREAS, funds expended for obligations incurred for the improvement, maintenance, repair or benefit of buildings and property, including cost of interior decorating and the installation, improvement, repair, replacement and maintenance of building fixtures, for the rental of buildings and property for community college purposes or for the payment of all premiums for insurance upon buildings and building fixtures shall be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds,

WHEREAS, payment of all salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment, or the cost of a professional survey of the conditions of school building, or any one or more of the preceding items may not be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds without resolution of the Board of Trustees,

SO BE IT RESOLVED, that the Board of Trustees of the Illinois Eastern Community Colleges District No. 529 by resolution authorizes the Chief Executive Officer of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes for the payment of salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the conditions of school buildings or any one or more of the preceding items.

Board Action: Student Trustee Randi Scott made a motion to adopt the foregoing Building and Maintenance Fund Expenditure resolution as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Working Cash Fund Resolution: The CFO presented a Working Cash Fund resolution. The CEO recommended adoption of the following resolution authorizing the Treasurer to permanently transfer approximately \$64,500 Working Cash Fund interest to the General Fund on or before June 30, 2007.

WHEREAS, the Board of Trustees approved the permanent transfer of interest earned on the Working Cash Fund monies to the General Fund on or before June 30, 2007.

WHEREAS, the Board of Trustees initiated this transfer which is pursuant to 110 ILCS 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district.

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required.

SO BE IT RESOLVED, that the Board of Trustees authorizes the Treasurer of the District to permanently transfer approximately \$64,500 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2007.

Board Action: Trustee Walter Koertge made a motion to adopt the foregoing Working Cash Fund resolution as recommended. Student Trustee Randi Scott seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Prevailing Rate of Wages: The CFO presented the Ordinance relating to the Prevailing Rate of Wages. The CEO recommended adoption of "An Ordinance of the Board of Trustees of Illinois Eastern Community Colleges Ascertaining the Prevailing Rate of Wages for Laborers, Mechanics and Other Workers Employed in any Public Works of Said District." The ordinance is the same as adopted one year ago and includes attachments listing the prevailing rate of wages for Crawford, Richland, Wabash and Wayne Counties, Illinois, as determined by the Illinois Department of Labor under date of June 2007. The determination is to be on file in the District Office and available to any interested party, attached to all contract specifications, and copies are to be mailed to the Secretary of State Index Division and Illinois Department of Labor. A notice of the determination must be published.

Board Action: Trustee Marilyn Wolfe made a motion to adopt the Ordinance Ascertaining the Prevailing Rate of Wages as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. FY 2007-2008 Budget Resolution: The CEO recommended adoption of the following resolution establishing budget requirements for fiscal year 2007-2008.

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the budget for said community college district for the 2008 fiscal year:

1. Date of Fiscal Year: July 1, 2007 - June 30, 2008.
2. Publication of Notice of Public Hearing on Budget: On or before August 10, 2007.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after August 10, 2007.
4. Mailing Tentative Budget to Board of Trustees: August 10, 2007.
5. Public Hearing on Budget: September 18, 2007 at the hour of 6:00 p.m. to 6:30 p.m., local time, at Olney Central College, 305 North West Street, Olney, IL 62454.
6. Adoption of Budget: September 18, 2007 following the Public Hearing.

Board Action: Trustee Walter Koertge made a motion to adopt the foregoing resolution establishing budget requirements as recommended. Student Trustee Randi Scott seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G. Blue Cross Blue Shield Insurance Renewal: District employees are presently covered for health and dental benefits under a contract with Blue Cross Blue Shield (BCBS) of Illinois. The current contract will expire on August 31, 2007 and BCBS has submitted a proposal for a renewal for one year of the existing contract. The proposal submitted asks for an 8.9% increase in health insurance premiums, and a 0.6% increase in dental premiums. The District currently pays \$432.37 per month for employee health and dental coverage. These rates would increase to \$468.33. Open enrollment under the new contract will need to occur in August. The CEO recommended acceptance of the Blue Cross Blue Shield insurance renewal proposal and rates as outlined.

Board Action: Trustee Marilyn Wolfe made a motion to renew the contract with Blue Cross Blue Shield of Illinois for employee health and dental insurance coverage as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson,

Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. Payment of Accrual Bills: The District's fiscal year ends on June 30th, and under general accounting rules, the District may pay accrued bills for a short period following the end of FY07. The accrual period runs from July 1st and ends on July 12th. On July 12th, all FY07 obligations received during this run-out period will be paid. Therefore, these accrued bills will be paid before the Board approves them. At each regular Board meeting, the Board receives an electronic copy of bills for review and payment. At the July Board meeting, that electronic report will include current bills for approval plus all the bills that were paid in the accrual period. Each of these accrual period payments will be designated with an A (for accrual) beside the vendor. This procedure has been followed in prior years. The CEO recommended approval to pay the FY07 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the July Board meeting.

Board Action: Trustee Marilyn Wolfe made a motion to approve payment of accrual bills as recommended. Student Trustee Randi Scott seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-I. Motorcycle Rider Training Program/SIUC: Southern Illinois University – Carbondale (SIU-C) and its Safety Center has provided motorcycle rider training courses at IECC's Olney Central College (IECC/OCC). Both SIU-C and IECC/OCC wish to renew its existing agreement. Pursuant to the agreement, IECC will make its property available for motorcycle rider training. SIU-C agrees to maintain general liability insurance and property damage insurance, worker's compensation, and educator's professional liability during the pendency of the agreement. IECC/OCC agrees to carry similar insurance. SIU-C shall indemnify and hold harmless IECC/OCC for all claims or actions arising out of acts or omissions of SIU-C. The agreement takes effect May 1, 2007 and shall terminate following the approved course schedule, but the agreement may be renewed by written mutual agreement. The CEO recommended approval of the Motorcycle Rider Training Program Facility Use Agreement as presented.

Board Action: Trustee William Hudson made a motion to approve the Motorcycle Rider Training Program Facility Use Agreement as recommended. Trustee Randi Scott seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-J. Phlebotomy Affiliation Agreement – Salem Township Hospital: IECC wishes to enter into a new affiliation agreement with Salem Township Hospital, Salem, Illinois. This is the standard affiliation agreement for the Phlebotomy Program at Olney Central College. The CEO recommended approval.

Board Action: Trustee Walter Koertge made a motion to approve an affiliation agreement with Salem Township Hospital for the Phlebotomy Program as recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-K. Federal Surplus Property Program Resolution: The CEO recommended approval of the following resolution for participation in the State of Illinois Federal Surplus Property Program. The colleges have utilized this program in the past and currently utilize the program occasionally.

Resolution for Participation in State of Illinois Federal Surplus Property Program

WHEREAS, Illinois Eastern Community Colleges District 529, comprised of the colleges of Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College, has limited fiscal resources available for the procurement of heavy-duty construction equipment, vehicles, commodities, and other property; and

WHEREAS, the State of Illinois' Federal Surplus Property Program offers a variety of surplus property at approximately 5.25 percent of the acquisition value, effectively reducing program costs by acquiring items that have been used to their life expectancy or property that must be replaced for safety or economic reasons; and

WHEREAS, Illinois Eastern Community Colleges District 529 agrees to the following terms and conditions; to use the surplus property only in the official program which it represents; and upon receipt, agrees to place the surplus property into use within one year; and it agrees that the property shall be used for a period of one year (certain items, eighteen months); that it agrees it will not sell, loan, trade or tear down the property without written consent from the State of Illinois; and

WHEREAS, Illinois Eastern Community Colleges District 529 understands that surplus property must be used in an authorized program and that personal use or non-use of surplus property is not allowed;

THEREFORE, WE, THE ELECTED BOARD OF TRUSTEES of Illinois Eastern Community Colleges District 529, do hereby consent and decree that Illinois Eastern Community Colleges District 529 is authorized to participate in the State of Illinois Federal Surplus Property Program.

Board Action: Trustee John Brooks made a motion to adopt the foregoing Resolution for Participation in the State of Illinois Federal Surplus Property Program as recommended. Trustee William Hudson seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

#8-L. Audit Committee Vacancy – Larry Rost: The Board has established an Audit Committee to review the annual audit with the District’s auditors. The Audit Committee submits a report to the Board concerning the annual audit. Following this review, the full audit is presented to the Board for its consideration and approval. The Board previously appointed Marilyn Wolfe and Kevin Williams to be members of the committee. When Trustee Williams left the Board a vacancy occurred. The CEO recommended that the Board of Trustees appoint a member to fill the Williams vacancy.

Board Action: Trustee Walter Koertge made a motion to appoint Trustee Larry Rost to fill the vacancy on the Board’s Audit Committee. Trustee Marilyn Wolfe seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

#8-M. Building Lease Agreements: The CEO recommended consideration and approval of the following lease agreements with changes and revisions as noted.

1. OCC Cosmetology Lease – amendment to lease for the Cosmetology program property located at 104 E. Main, Olney, IL extends the lease through June 30, 2008. Monthly rent to increase by \$100.00 to \$1,100.00.
2. IECC Dislocated Worker Program Lease – amendment to lease for the Dislocated Workers office space located at 214 E. Main, Olney, IL extends the lease through June 30, 2008, the monthly rent remains the same at \$1,000.00.
3. IECC Illinois Employment Training Center (IETC) – updated lease for the IETC space located at 216 E. Main, Olney, IL. The lease is for the period of July 1, 2007 through June 30, 2008, the monthly rent remains as the same as the prior lease at \$860.00.
4. IECC/CMS IDES Sublease – amendment to sublease with Central Management Services for IL Dept. of Employment Security, located at 216 E. Main, Olney, IL to extend the lease through June 30, 2008, monthly rent remains the same at \$476.44.
5. IECC/Lakeland College Sublease – amendment to sublease with Lakeland College Dislocated Workers Center for property located at 216 E. Main, Olney, IL extending the sublease to June 30, 2008, monthly rent remains the same at \$772.00.
6. IECC/CEFS Sublease – amendment to sublease with CEFS Economic Opportunity Corporation for property located at 216 E. Main in Olney, IL, extending the sublease to June 30, 2008, the monthly rent remains the same at \$200.00.
7. IECC/ILWIB Sublease – amendment to sublease with Illinois Local Workforce Investment Board for property located at 216 East Main Street, Olney, IL, to extend to June 30, 2008, the monthly rent at \$125.00 or such higher rate as to be determined.
8. IECC/Elvan Wallace and A. Carol Wallace – lease for the Frontier Newton Center located at 207 E. Jourdan St., Newton, IL expiring on June 30, 2010, the monthly rent increases by \$38.00 to \$875.00.
9. OCC Phlebotomy and Massage Therapy Lease – lease for the Phlebotomy and Massage Therapy programs located at 108 East Main Street, Olney, IL. A three year lease began September 1, 2005 and ends August 31, 2010. On September 1, 2007 the rent increases \$300.00 per month to \$1,500.00 per month.

10. IECC and Janet E. David Trust Lease – Three year lease commencing April 1, 2004 and ending on March 31, 2007 for Career and Technical Education and Small Business Development Center Offices located at 702 West High Street, Olney, IL. The lease is hereby extended from March 31, 2007 through June 30, 2008. The rent remains the same at \$1,000.00 per month.

11. IECC/LTC and City of Robinson - Intergovernmental Agreement between IECC/LTC and the City of Robinson for the Lease, Operation and Use of a Fitness Center located at 501 South Cross Street. This agreement is currently under review.

12. IECC/FCC Foundation Hall Lease – Lease by IECC/FCC of a building commonly known as Foundation Hall owned by Frontier Community College Foundation and located adjacent to the campus of Frontier Community College. Lease began October 18, 2005 and is hereby extended to June 30, 2009. In lieu of rent, IECC agrees to provide maintenance to the building's interior and exterior, provide janitorial services, telephone, insurance, and utility services.

13. IECC/FCC/and Frontier Community College Foundation Extension Building Sublease – The Frontier Community College Foundation currently leases a building located at 2-B Frontier Drive, Fairfield, IL, commonly known as the Extension Building from the University of Illinois Board Of Trustees. IECC subleases from the Foundation reasonable access and use of the facility for college purposes. Sublease began March 20, 2001 and is hereby extended to June 30, 2009. In lieu of rent, IECC agrees to provide maintenance to the building's interior and exterior, provide janitorial services, telephone, insurance, and utility services.

14. IECC/Wrightsmann-Musso Girard Lease – Lease by IECC of office and classroom space at 170 West Center Street, Girard, IL, for two years commencing January 1, 2007 and ending December 31, 2009, at a monthly rent of \$700.00. This lease was approved by the Board on February 20, 2007.

15. IECC/LTC CEFS Lease – Lease by IECC/LTC of a resource room for an Illinois Education and Training Center (IETC) located at Lincoln Trail College to CEFS at a monthly rental of \$40.00. Authority is granted to the CEO to prepare and execute a two year lease.

Board Action: Trustee Marilyn Wolfe made a motion to approve all of the foregoing lease agreements with the changes and revisions as noted and recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-N. FY08 General Insurance: Current carriers have provided renewal rates for FY08 that represent an approximate 3% decrease over expiring premiums. The District's coverage for property, general liability, errors and omissions, terrorism, broadcast, automobile, umbrella liability, workers compensation, cyber liability, medical liability, and various other insurance coverages, has a current annual premium of \$509,421. The renewal premium is proposed to be \$493,462, or a reduction of \$15,959. The CEO recommended approval to accept the renewal rates with current carriers as follows:

Property \$70,067; General Liability \$38,815; School Leader E&O \$20,692; Inland Marine \$11,500; Terrorism \$5,830; Broadcast/Multi Media Liability \$3,357; Automobile \$52,199; Umbrella \$24,122; Workers' Compensation \$144,841; Cyber Liability \$7,801, Medical Professional Liability (Nursing, Radiology, Cosmetology, Massage Therapy, Phlebotomy, Medical Assistant & Pharmacy Tech) \$12,416; Boiler & Machinery \$8,199; Crime \$2,649; Fiduciary \$2,591; Foreign Liability \$3,000; Treasurer Bond \$6,000, Student Athletic/Intercollegiate \$76,683; Student Intramural \$2,700. Total \$493,462.

Board Action: Trustee Marilyn Wolfe made a motion to approve renewal rates with current carriers for the District's general insurance for FY08 as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9 – “Bid Committee Report” –

#9-A. LTC – Greenhouse Materials: The CFO presented the recommendation of the Bid Committee and Marion Poggas, Architect, to accept the bid of Stuppy Greenhouse Mfg., Inc., North Kansas City, Missouri, for greenhouse materials for a new greenhouse at Lincoln Trail College, for a total of \$45,933.27. Source of Funds: CTE Plan and Local Funds.

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

Board Action: Trustee John Brooks made a motion to accept the bid of Stuppy Greenhouse Mfg., Inc. for greenhouse materials for LTC as recommended. Student Trustee Randi Scott seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 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 \$4,753,017.62, as of May 31, 2007.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for June 2007, totaling \$767,667.13, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Marilyn Wolfe made a motion to approve payment of district financial obligations for June 2007, in the amounts listed, and payments from the revolving fund for May 2007. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 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. ICCB Project Approval – Greenhouse at LTC.
2. Annual Review of Department of Corrections Programs.
3. ed2go – Non-Credit Short-Term Courses.
4. Enrollment Report – District Down 6%.

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

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

#13-A. Written Executive Session Minutes: The Board of Trustees did not hold an executive session at the regular meeting on Tuesday, May 15, 2007.

#13-B. Audio Executive Session Minutes: The Board of Trustees did not hold an executive session at the regular meeting on Tuesday, May 15, 2007.

#13-C. Semi-Annual Review of Executive Session Minutes: The Board of Trustees having conducted a semi-annual review of executive session minutes as mandated by Section 2.06 of the Open Meetings Act, the CEO presented the following report and recommendations:

A. The following written executive session minutes were reviewed in December 2006 and the decision was made at that time to keep them closed:

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, August 21, 2001.
13. Tuesday, September 18, 2001.

14. Tuesday, June 18, 2002.
15. Tuesday, July 16, 2002.
16. Tuesday, August 20, 2002.
17. Tuesday, September 17, 2002.
18. Tuesday, December 10, 2002.
19. Tuesday, February 18, 2003.
20. Tuesday, June 17, 2003.
21. Tuesday, August 19, 2003.
22. Tuesday, September 16, 2003.
23. Tuesday, August 17, 2004.
24. Tuesday, December 14, 2004.
25. Tuesday, June 21, 2005.
26. Tuesday, July 19, 2005.
27. Tuesday, August 16, 2005.
28. Tuesday, April 18, 2006.

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in June 2006:

1. Tuesday, November 21, 2006.
2. Tuesday, January 16, 2007.

C. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. Tuesday, April 18, 2006.
2. Tuesday, November 21, 2006.
3. Tuesday, January 16, 2007.

D. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. Tuesday, June 21, 2005.
2. Tuesday, July 19, 2005.
3. Tuesday, August 16, 2005.

E. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Tuesday, December 12, 2006.
2. Tuesday, February 20, 2007.
3. Tuesday, March 10, 2007.
4. Tuesday, April 17, 2007.
5. Tuesday, May 15, 2007.

F. It is recommended that the following previously approved closed meeting minutes be open to the public record:

1. Tuesday, January 16, 2007.

G. It is recommended that the following previously approved closed meeting minutes remain closed to the public record:

1. Tuesday, November 21, 2006.

Board Action: Trustee Walter Koertge made a motion to adopt the foregoing report and recommendations as outlined, for minutes of executive sessions held on the dates listed. Student Trustee Randi Scott seconded the motion and

on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

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

400.1. Employment of Personnel

A. Faculty

1. Alan O’Keefe, Physics/Math Instructor, effective August 15, 2007.

B. Professional/Non-Faculty

1. Kari Book, Director, Human Services and Job Development/Retention, FCC, effective July 1, 2007.

C. Classified

1. Stacey Rigg, Literacy Development Center Technician, FCC, effective June 25, 2007.
2. Lee Ann Schmitt, Office Assistant, International Student Program, DO, effective July 1, 2007.
3. Kimberly Venters, Clerk/Receptionist, FCC, effective July 1, 2007.

400.2. Change in Status

A. Administrative

1. Blenda Demaret, Assistant to Dean of College, FCC, to Interim Dean, FCC, effective June 20, 2007.
2. Theresa Marcotte, Nursing Instructor, OCC, to Dean of Instruction, WVC, effective July 16, 2007.

400.3. Notice of Intent to Renew President Contract

The Board of Trustees gave notice of intent to renew the two-year contract of Jack Davis, President of Olney Central College.

400.4. Reemployment of IECC/LTC Correctional Center Administrative Employees for FY08. Employment is completely dependent upon funding from the Department of Corrections.

A. Administrative

1. Glen Donaldson, Associate Dean/RCC/LCC
2. Tim Watson, Correctional Site Director/LCC

B. Classified

1. Lori Watts, Records Assistant/RCC/LCC

400.5. Special Assignments for 2007-2008 Academic Year

Frontier Community Colleges

Academic

1. Jeff Cutchin, Lead Inst CISCO, Systems, \$450
2. Kathy Doty, Lead Inst Office Occupations, \$450
3. Rodney Maxey, Lead Inst Auto Tech, \$450

Extra-Curricular

1. TBD, SIFE Advisor, \$400
2. Kathy Doty, College Bowl Team Advisor, \$400
3. Jeannette Wiles, Phi Theta Kappa Advisor, \$400

Other

1. Galen Dunn, O & M Team Leader, \$5,500

Lincoln Trail College

Academic

1. Bea Abernathy, Lead Inst Admin Inform Tech, \$475
2. David Johnston, Lead Inst Microcomputer Support Specialist, \$450
3. Paul Stouse, Lead Inst Horticulture, \$450

Athletic

1. Mitch Hannahs, Athletic Director, \$3,500

Extra-Curricular

1. Carrie Mallard, Scholastic Bowl Coordinator, \$350
2. Carrie Mallard, Student Senate Advisor, \$500
3. Lonnie Devin, Student Senate Advisor, \$500
4. Susan Polgar, Phi Theta Kappa Advisor, \$350
5. Yvonne Newlin, Performing Arts Coordinator, \$1,500

Other

1. Dan Leggitt, O & M Team Leader, \$5,500
2. Paul Stouse, Greenhouse Construction Coordinator, \$2,000

Olney Central College

Academic

1. Mark Fitch, Lead Inst Collision Repair Tech, \$475
2. Johnie Harrell, Lead Inst CRT Auto Service Tech, \$475
3. Russ Jausel, Lead Inst Industrial Maint Tech, \$550
4. Amie Mayhall, Lead Inst Office Technology, \$550
5. Kristi Urfer, Lead Inst Accounting, \$450
6. TBD, Lead Inst Massage Therapy, \$450

Academic – Nursing

1. Anne Hustad, Dept Head, Nursing/OCC, \$3,000 + 12 hrs. rel. time
2. Nancy Buttry, Dept Head, Nursing/FCC, \$3,000 + 12 hrs. rel. time
3. Tamara Fralicker, Dept Head, Nursing/LTC, \$3,000 + 12 hrs rel. time
4. Kathleen Nelson, Dept Head, Nursing/WVC, \$3,000 + 12 hrs. rel. time

Extra-Curricular

1. Carmen Jones, Phi Theta Kappa Advisor, \$300
2. Kelly Payne, Asst. Phi Theta Kappa Advisor, \$200
3. Suzanne Downes, Performing Arts Coordinator, \$1,000
4. Laurel Cutright, WYSE Coordinator, \$300
5. Rob Mason, Asst WYSE Coordinator, \$200
6. Rick Kribs, Asst WYSE Coordinator, \$200

Other

1. Ed Wright, Coordinator of Food Services, \$12,500
2. Larry Gangloff, O & M Team Leader, \$5,500

Wabash Valley College

Academic

1. Judy Neikirk, Lead Inst Social Services, \$450
2. Byford Cook, Lead Inst Industrial Studies, \$450
3. Kyle Peach, Lead Inst Radio/TV \$ 450; Director of Broadcasting, \$8,000
4. Mark Pettigrew, Lead Inst Machine Shop Tech, \$450
5. Larry Hoeszle, Lead Inst Diesel Equipment, \$500
6. Linda Kolb, Lead Inst Early Child Dev, \$450; Small World, \$2,400
7. Steve Hnetkovsky, Lead Inst Agriculture Production, \$450
8. Cathy Robb, Lead Inst Admin Inform Tech, \$500
9. David Wilderman, Lead Inst Marketing, \$450
10. Gary Wise, Lead Inst Manufacturing Tech, \$450
11. Jay Carter, Lead Inst Electronics, \$450

12. Doug Robb, Lead Inst Agriculture Business, \$450

Athletic

1. Clyde Buck, Head W Basketball Coach, \$6,000
2. John Kendall, Asst. Women's Basketball Coach, \$4,000

Extra-Curricular

1. Brenda Phegley, Phi Theta Kappa Advisor, \$400

Other

1. Ron Martin, O & M Team Leader, \$5,500

District Office

Extra-Curricular

1. Amie Mayhall, Faculty Director of Student Learning Assessment, \$10,000 + 6 hrs. rel time
2. Nixie Hnetkovsky, Faculty Coordinator of Student Learning Assessment – FCC, \$2,000
3. Travis Matthews, Faculty Coordinator of Student Learning Assessment – LTC, \$2,000
4. Kelly Payne, Faculty Coordinator of Student Learning Assessment – OCC, \$2,000
5. Mark Pettigrew, Faculty Coordinator of Student Learning Assessment – WVC, \$2,000

Other

1. Diane Lutes, Coordinator, Coal Mining Grant, \$3,400

400.6. Reduction in Force and Adoption of Resolution

A. Classified

1. Jan Columbia, Office Assistant, Dislocated Worker Grant, DO, effective July 1, 2007.
2. Debra Rister, Program Advisor, Allied Health Grant, OCC, effective July 1, 2007.
3. Willa Seiler, Case Worker, Dislocated Worker Grant, DO, effective July 1, 2007.

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District Number 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, has authority to dismiss any classified personnel employed by the Board; and

WHEREAS, the Board of Trustees has decided to dismiss Jan Columbia, Debra Rister, and Willa Seiler as classified employees in and for this Community College District effective on the 1st day of July, 2007.

Now, Therefore be it and it is hereby resolved by the Board of Trustees of Illinois Eastern Community Colleges District Number 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois; as follows:

1. That the Board of Trustees has decided to and hereby does dismiss Jan Columbia, Debra Rister, and Willa Seiler as classified employees in and for this Community College District effective on the 1st day of July, 2007.
2. That the dismissal of said individuals constitutes honorable dismissal.
3. That the Chairman and Secretary of the Board are hereby empowered and directed to give notice to the said individual of the dismissal.
4. That this resolution shall be in full force and effective immediately upon its adoption.

400.7. Request for Approval of Proposed Non-College Employment

- A. Faculty – Nixie Hnetkovsky, Edwards County High School, Albion, IL, approximate time 60 days/200 hours.

400.8. Minimum Wage Change

The IECC District will be in compliance with the minimum wage change.

400.9. Grievance Settlement

A Settlement Agreement between the Board of Trustees of District No. 529 and the Illinois Eastern Community Colleges Education Association NEA-IEA and James Mabry was approved.

400.10. Leave of Absence Approved by CEO since May 15, 2007 (External Report)

A. Classified

1. Dawn Ferguson, Office Assistant, LTC, Leave of Absence, effective June 4, 2007 through June 8, 2007. The requested leave is unpaid with benefits.

400.11. Retirement

A. Professional / Non-Faculty

1. Bob Boyles, Program Director, Adult & Continuing Education, FCC, effective September 1, 2007.

Personnel Report Addendum

400.12. Employment of Personnel

A. Faculty

1. Cindy Lord, Nursing Instructor, effective August 15, 2007.

400.13. Change in Status

A. Administrative

1. Nancy Buttry, Nursing Instructor, OCC/FCC, to Associate Dean of Nursing and Allied Health, OCC, effective July 30, 2007.

400.14. Special Assignment

A. Olney Central College – Academic – Nursing

1. Kathy Nelson, Interim Associate Dean of Nursing, July 1, 2007 through July 29, 2007, \$1,200.

#14-A. Board Action to Amend Personnel Report: Trustee Marilyn Wolfe made a motion to amend the Personnel Report, to add an addendum containing Sections 400.12, 400.13 and 400.14 as recommended. Student Trustee Randi Scott seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

#14-B. Board Action to Approve Amended Personnel Report: Trustee Marilyn Wolfe made a motion to approve the foregoing amended Personnel Report as recommended. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Brooks, Fischer, Hudson, Koertge, Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Culver, Rost. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

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

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Walter Koertge made a motion to adjourn. Student Trustee Randi Scott seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The

viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:55 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

A. Visitors and Guests

B. IECEA Representatives

Agenda Item #4

Public Comment

Agenda Item #5

Reports

A. Trustees

B. Presidents

C. Cabinet

Coal Mining Technology/Telecom

Agenda Item #6

Policy First Reading (and Possible Approval)

None

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Accountability & Program Review

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Accountability & Program Review

The Illinois Community College Board (ICCB) asks colleges to evaluate instructional programs and to make decisions about improvements needed and the continuation of the programs. The results of that study are contained in our annual program review prepared by Associate Dean Kathy Pampe.

The report is also utilized to support planning and decision making relating to improving the quality and cost effectiveness of instructional programs; assessing, improving, and updating programs on a regular basis; and discontinuing programs that are no longer requested by students or that are no longer cost effective.

The ICCB provides a five year schedule for Career and Technical Education Programs (CTE) review. Pursuant to this schedule, IECC completes an analysis of our programs and includes that analysis in this report.

For the past several years, the District has been implementing an assessment plan for student learning outcomes and has identified five faculty members to coordinate the planning and activities for the District and its four colleges.

The assessment planning group has held assessment workshops for all faculty, had individual meetings within disciplines and program clusters, has developed a web based Assessment Tool Kit, listed measurable program outcomes and developed student portfolios.

The report also examines program costs and cost effectiveness. IECC's unit cost for technical and occupational programs is \$112.70 compared to the state average of \$252.03. IECC's unit cost for baccalaureate instruction is \$109.01 compared to the state average of \$200.72. The report concludes that IECC's programs are cost effective.

The report also deals with the program review process which is a systematic, on-going, college-wide and District-wide process that evaluates instructional, student and academic support services, public service, administrative functions, and overall academic productivity relative to program objectives, quality need and cost.

I ask the Board's approval of this annual program review and ask that it be submitted to the Illinois Community College Board for its approval.

TLB/rs

Attachment

Illinois Eastern Community Colleges
Annual Program Review
Overview and Summary
FY2007

Purpose

The Illinois Community College Board (ICCB) Program Review System recognizes that individual colleges have the primary responsibility to evaluate instructional programs, to make decisions about improvement and continuation, assure that program review results are considered in campus planning and budget development, and to report results to the ICCB. In addition, the purposes of Statewide Program Review are:

1. To support campus-level planning and decision-making related to:
 - Assuring the continuing need and improving the quality and cost-effectiveness of instructional programs;
 - Assessing, improving, and updating programs on a regular basis;
 - Discontinuing programs when there is no longer sufficient demand, quality cannot be maintained at an acceptable level, or they are no longer cost-effective.
2. To demonstrate the accountability of the community college system in maintaining high quality, cost-effective programs that are responsive to the needs of students, businesses and industries in Illinois.
3. To identify best practices, exemplary innovations, and program issues that need to be addressed at the state-level by the ICCB.

The ICCB annually provides a 5-Year Review Schedule for Career and Technical Education (CTE) Programs listed by CIP (classification of instructional programs) code. Subsequently, IECC reviews and includes in this report an Overall 5-Year Plan that lists not only the specified state program reviews, but also a review of services, structures, and processes. All programs and services reviewed for each college, as well as District programs and services are included in the Report.

Accountability and Program Review is a process that helps Illinois Eastern Community Colleges focus on their mission and priorities encompassing instruction, public service, all academic areas including student services, and administrative functions.

Illinois Eastern Community Colleges' process for the review of career and technical education programs addresses the following:

- Objectives;
- Need;
- Quality; and
- Cost

Program Objectives: IECC utilizes advisory councils, labor market information and demand, business and industry training, and student and employer surveys to determine if a CTE program provides appropriate skill training, utilizes appropriate equipment, technology, instructional materials, etc. The objectives and measureable student learning outcomes for CTE programs are posted and monitored and are included in the District's assessment planning process. Student learning outcomes and continuous quality improvement are major program objectives.

Program Need utilizes a variety of indicators and includes enrollment and graduation trends, national, state, and local occupational demand, and program relationship to the District's mission. For example, business and industry services/workforce education is a priority to IECC and its mission to serve the education and training needs of area businesses and industries.

Relative to program enrollment, the computer support/tech programs reviewed for the four colleges enrolled an average of 10 students from FY05 to FY07, with the lowest enrollments in the Cisco-related programs and the highest enrollments in the more generalist computer programs, such as Microcomputer Support Specialist. Similarly, completions for these same programs indicated an average of four completers over the period FY05-FY06 (Completer information for FY07 is not yet available.), with the highest completion rates in the Microcomputer Support Specialist Program. Therefore, the Cisco-related programs are either placed on inactive status for more in-depth review or discontinued. The Microcomputer Support Specialist Program will be continued with improvements.

Program Quality analyzes indicators that examine student success factors, such as program completions, job placements, transfer rates, licensure examination passage rates, and students' and employers' levels of satisfaction with their education and/or employment. In addition, program quality reflects faculty and staff qualifications and condition and use of facilities and equipment. The IECC Students First! Assessment Project, will serve to direct the District's assessment processes for overall institutional effectiveness and continuous quality improvement of programs and services to students.

The District's Students First! Project, which is under the Higher Learning Commission's Assessment Academy and for which an institution must apply and be accepted prior to admittance and participation is summarized in the following statement:

"The goal of the Students First! Project is to engage all facets of the institution to ensure shared responsibility for student success. The project plans include holding events, improving communication patterns, and making this an institution-wide effort to ensure student success.

Each employee of Illinois Eastern Community Colleges plays a distinct role in the success of every student in our district. We feel, through the implementation of this project, that we can help everyone recognize exactly how they impact student learning, and think of ways to improve departments to ensure student success."

For the past several years, the District has been implementing an assessment plan for student learning outcomes. Toward that effort the District identified five faculty members (3 CTE and 2 Transfer) to coordinate the assessment planning and activities for the District and 4 colleges. Examples of the activities include:

- Assessment Workshops for all faculty, CTE and Transfer;
- Individual meetings within disciplines, program clusters, etc;
- Development and maintenance of a Web-based Assessment Tool Kit;
- Listings of measurable program outcomes; and
- Student Portfolios, etc.

The IECC's assessment planning and tools are located on our website at <http://www.iecc.edu/assessment/>. The Tool Kit is designed to assist faculty and other program representatives in constructing or remodeling existing assessment plans/tools. An Assessment Tool example is as follows:

General Education Learning Outcomes

- Students will be able to read and comprehend college level work.
- Students will be able to explain and defend ideas orally and in writing.
- Students will be able to examine ideas using critical thinking and reasoning.
- Students will be able to solve problems using logic, mathematics, technology, and creative thinking.
- Students will be able to demonstrate information and technology literacy.
- Students will be prepared to engage in lifelong learning and to participate as responsible members of a culturally diversified global society.

Program Costs are examined for appropriateness of cost relative to student demand, student/faculty ratios, or the need for frequent technological/equipment changes. Cost-effectiveness of programs is determined through the utilization of unit cost analysis, cost revenue analysis, or cost per program enrollee and

completer. College programs are compared to statewide program costs or averages; these programs should not vary significantly from the statewide average expenditures.

For example, IECC's unrestricted Unit Cost for Technical Occupational program areas is \$112.70 compared to the state average of \$252.03. IECC's unrestricted Unit Cost for Baccalaureate instruction is \$109.01 compared to the state average of \$200.72. Illinois Eastern Community Colleges' Instructional Programs and areas are cost effective.

Program Review Process

The Program Review process at Illinois Eastern Community Colleges is a systematic, ongoing, college-wide and district-wide process that evaluates instructional, student and academic support services, public service, administrative functions, and overall academic productivity relative to program objectives, quality, need, and cost on a 5-year basis. A continuous semester-to-semester and year-to-year accountability and review process for IECC uses various evaluation methods and processes, documents, and materials to determine IECC's overall institutional effectiveness; these include meetings and workshops with administration, staff, and faculty, and development and review of instructional materials, services, evaluation instruments, and college/district annual reports, surveys, and data.

Annually, courses are reviewed and revised (descriptions, credit/contact hours, outcomes), particularly career and technical education courses to ensure these courses continue to meet program and workplace requirements. Similarly, transfer courses are reviewed and revised relative to on-going IAI policies and articulation requirements for high school requirements as well as for baccalaureate transfer requirements.

Enrollments in courses/programs are closely monitored to determine if courses are offered and scheduled to meet student need and whether these offerings are cost-effective, relative to the scheduling (days, times, sections). Program completions, job placements, and continuing education of graduates are also monitored and reviewed relative to program quality and need.

IECC continues to conduct Student Satisfaction Surveys every fall and spring semester of all students. This survey provides information about the colleges and programs from a student perspective.

IECC emphasizes student retention and completion of programs. The District has developed and implemented a degree audit system that provides a data base to track students' progress to program completion. With improved student data, the District can improve students' program retention and completion.

Degree and certificate programs are evaluated using trend data analyses for enrollments, completions, and/or job placements/transferability, as well as other information for quality and need of programs such as exploration and review of industry skill standards, licensure, and certification; labor market information from the Illinois Department of Employment Security - Illinois Job Outlook in Brief and One Source – Workforce and Career Information, America's Job Bank, ICCB Data and Characteristics, ICCB Occupational Follow-up Study, etc. Enrollments, completion data, labor market trends, and business and industry advisory councils are all utilized and analyzed to maintain program viability within the IECC District. Additionally, IECC analyzes national and state labor market information and trends as well as local business and industry trends and needs for the development and implementation of new degrees, certificates, and courses, as well as the identification of new services, business and industry training, and to identify the newest technologies and equipment.

The identification of new and emerging career and technical programs begins with the IECC Annual Occupational Summit. The Summit is a day-long meeting of presidents and deans from the four colleges and District administrators including the CEO, fiscal officer, workforce dean, academic dean, and occupational dean. The Summit serves as an in-depth review of current programs and the exploration and identification of new programs.

In addition, the IECC administrative staff held its Annual Cabinet Retreat with this year's focus on strategic planning that included program planning and review and assessment of student learning outcomes. Relative to assessment, the District conducted its initial Students First! Retreat with 30 IECC employees representing faculty and staff from every department, division, college, district office, etc. The two-day retreat was to inform and involve IECC in making assessment and student success the primary focus of what IECC is and does.

Reports, Surveys, Data, and Committees utilized for IECC's Program Review Process

Mission Statement
Institutional Effectiveness Plan
Fact Book
Environmental Scan
Information Technology Plan
Career and Technical Education Plan
Long Range Plan
Students First! Project - IECC Assessment of Student Learning
Graduate Follow-Up Study
Campus Climate Survey
High School Enrollment/Dual Credit Report
IECC Catalog (hard copy and on-line)
Satisfaction Surveys
Perkins Data and Reports
IAI Articulation Reports
ICCB Program Manual
ICCB Program Review manual FY 2007-2011
Unit Cost Study Manual and Report
Performance Report
Data and Characteristics of the Illinois Public Community College System
Follow-up Study of Fiscal Year Occupational Program Graduates
Enrollment Report
Student Enrollment and Completions in the Illinois Community College System
Occupational Outlook Handbook
Illinois Department of Employment Securities Illinois Job Outlook
Student Learning Outcomes Committee
General Education Assessment Committee
Faculty Discipline Committee
Fall and Spring Faculty Orientation and Assessment Workshops
Occupational Program Committees
Occupational Program Advisory Councils
Monthly Deans' Meetings
Monthly Cabinet Meetings
Monthly Board of Trustees Meetings
Annual District-Wide Workshop
Annual Occupational Summit
Annual Cabinet Retreat
Students First!

CTE Program Review

In summary, a total of 43 career and technical education programs (degrees and certificates) were reviewed for fiscal year 2007. Twenty-eight of these programs will be continued; three will be discontinued; eight have been placed on inactive status; and four were withdrawn previously. This year's review also included Written & Oral Communications and Financial Aid.

The following Table illustrates the individual programs reviewed by each college:

**Illinois Eastern Community Colleges
Accountability and Program Review
FY2007**

CAMPUS	PROGRAM		TITLE	CIP	NCES/CIP	REVIEW OUTCOME		
FCC	CORYS	D391	Corrections/Youth Supervisor	430102	430110	Continued		
	CORPO	D392	Corrections Parole Officer	430102		Continued		
	POLIC	C395	Emergency Prep-Aux Police	430107		Continued		
	EDS	C266	Electrical Distribution Sys	460301		Continued		
	CNS	C222	Computer Networking Spec	470104		Discontinued		
	CNS	C221	Advanced Network Specialist	470104		Discontinued		
	ISM	D177	Information Systems Mgt	521203		110501	Continued	
	INFO	C238	Web Design	521204		110801	Discontinued	
LTC	TEL	D485	Telecommunications Tech	150310	150305	Continued		
	CORYS	D391	Corrections/Youth Supervisor	430102	430110	Continued		
	CORPO	D392	Corrections/Parole Officer	430102		Continued		
	* BTRLT	C137	Building Trades	460201		Continued		
	TELCS	C445	Telecom Outside Plant/Inter.	470103		Continued		
	MSS	C234	Hardware (A+)	470104		Inactive		
	CNS	C221	Advanced Network Spec	470104		Withdrawn'06		
	CNS	C222	Computer Networking Spec	470104		Withdrawn'06		
	INFO	C237	Desktop Publishing	480212		100303	Inactive	
	MSS	C233	Programming	521202		110202	Inactive	
	MSS	D223	Microcomputer Support Spec	521203		110501	Continued	
	MSS	C236	MCSE	521204		110901	Inactive	
	INFO	C238	Web Design	521204		110801	Inactive	
	OCC	CORYS	D391	Corrections/Youth Supervisor		430102	430110	Continued
CORPO		D392	Corrections Parole Officer	430102		Continued		
JUS		D390	Administration of Justice	430107	Continued			
CSI		D393	Crime Scene Technician	430107	Continued			
CNS		C221	Advanced Network Specialist	470104	Inactive			
CNS		C222	Computer Networking Spec	470104	Inactive			
NSS		D243	Network Support Specialist	470104	Inactive			
MEDTR		C195	Medical Transcription	510708	Continued			
SMED		D190	Medical Office Assistant	510710	Continued			
** PHB		C339	Phlebotomy	512602	Continued			
THM		C338	Massage Therapy	513501	Continued			
INFO		C238	Web Design	521204	110801	Continued		
WVC		RADIO	D255	Radio/TV Broadcasting	100104	100202		Continued
	ELECT	C264	Electronics Technology	150303	Continued			
	ELECT	D265	Electronics Technology	150303	Continued			
	CORYS	D391	Corrections/Youth Supervisor	430102	430110		Continued	
	CORPO	D392	Corrections Parole Officer	430102			Continued	
	CNS	C221	Advanced Network Specialist	470104			Withdrawn'06	
	CNS	C222	Computer Networking Spec	470104			Withdrawn'06	
	SLEGL	C172	Legal Secretary/Court Report	520405			220303	Continued
	SLEGL	D170	Legal Secretary/Court Report	520405			220303	Continued

*Based on last year's review, Building Trades was reviewed again this year.

**This program was developed as a contractual program with Stover; the contract has been terminated, and while this represents a program change, the curriculum was not changed.

**OVERALL PROGRAM REVIEW
5-YEAR PLAN FOR
INSTRUCTIONAL PROGRAMS AND STUDENT AND ACADEMIC SUPPORT SERVICES**

TITLE	PCS	FY2007	FY2008	FY2009	FY2010	FY2011
INSTRUCTION						
CTE Programs (Listed Separately)	12	FLOW	FLOW	FLOW	FLOW	FLOW
Community Education	13				FLOW	
Remedial	14		FLOW			
General Studies	15		NA			
Vocational Skills	16				FLOW	
Adult Basic Education	17		FLOW			
Adult Secondary Education	18		FLOW			
English As A Second Language	19		FLOW			
RESEARCH						
Institutes & Research	21		NA			
Individual or Project Research	22		NA			
PUBLIC SERVICE						
Patient Services	31				NA	
Community Services	32				FLOW	
Cooperative Extension Services	33				NA	
Public Broadcasting Services	34				NA	
ACADEMIC SUPPORT						
Libraries	41			FLOW		
Museum & Galleries	42			FLOW		
Audiovisual Services	43			FLOW		
Computing Support	44			FLOW		
Ancillary Support	45			FLOW		
Academic Administration	46			FLOW		
Course & Curriculum Development	47			FLOW		
Academic Personnel Development	48			FLOW		
STUDENT SERVICE						
Student Service Administration	51			FLOW		
Social & Cultural Development	52			FLOW		
Counseling & Career Guidance	53			FLOW		
Financial Aid Administration	54	FLOW				
Student Auxiliary Services	55			FLOW		
Intercollegiate Athletics	56			FLOW		
Student Recruitment Admissions Records	57			FLOW		
INSTITUTIONAL SUPPORT						
Executive Management	61					FLOW
Fiscal Operations	62					FLOW
General Administration Services	63					FLOW
Logistical Services	64					NA
Physical Plant Operations	65					FLOW
Faculty & Staff Auxiliary Services	66					NA
Public Relations & Development	67					FLOW
INDEPENDENT OPERATIONS						
Institutional Operations	71		NA			
Outside Agencies	72		FLOW			
SCHOLARSHIPS & FELLOWSHIPS						
Scholarships (FAID)	81		FLOW			
Fellowships	82		NA			
TRANSFER DISCIPLINES						
Written & Oral Communications		FLOW				
Mathematics			FLOW			
Physical & Life Science				FLOW		
Humanities & Fine Arts					FLOW	
Social Sciences						FLOW

PLANNING MATRIX

Illinois Eastern Community Colleges

MONTH	ACCOUNTABILITY & PROGRAM REVIEW PERFORMANCE REPORT PLANNING CYCLE	INSTITUTIONAL EFFECTIVENESS PLAN CYCLE (formerly Assessment Plan)	RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)	STRATEGIC PLANNING CYCLE	BUDGET PLANNING CYCLE	MARKETING AND INFORMATION PLAN	TECHNOLOGY PLAN
Jul	<p>Accountability & Program Review submitted to Board of Trustees for review and approval at July Board Meeting</p> <p>Performance Report submitted to Board for review and approval at July Board Meeting</p>	<p>Institutional Effectiveness Plan is distributed to college employees and students</p>	<p>RAMP submitted to Board of Trustees</p> <p>RAMP submitted to ICCB by July 31st</p>		<p>Finalization of budget dollars presented to Cabinet</p>	<p>IECC Marketing Plan submitted to Board for review and approval (Plan on two year cycle)</p>	<p>Technology equipment bids received and orders placed</p>
Aug	<p>Accountability & Program Review, approved by Board of Trustees due to ICCB by August 1st</p> <p>Performance Report, approved by the Board of Trustees due to ICCB by August 1st</p>				<p>Tentative budget to the Board of Trustees and made available for public inspection</p> <p>Budget resolution and anticipated revenues mailed to county clerks and ICCB</p> <p>Final budget adjustment</p>		<p>Technology equipment is installed prior to start of fall semester</p>

PLANNING MATRIX

Illinois Eastern Community Colleges

MONTH	ACCOUNTABILITY & PROGRAM REVIEW PERFORMANCE REPORT PLANNING CYCLE	INSTITUTIONAL EFFECTIVENESS PLAN CYCLE (formerly Assessment Plan)	RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)	STRATEGIC PLANNING CYCLE	BUDGET PLANNING CYCLE	MARKETING AND INFORMATION PLAN	TECHNOLOGY PLAN
Sep	Deans meet with lead instructors of occupational & technical programs, baccalaureate-level instructors, Student Support Services and Perkins staff responsible for programs to be evaluated in the current year and to discuss the program review process, the issues that need to be addressed, and the required Accountability & Program Review forms as appropriate	Institutional Effectiveness Committee, College and District Office staff begin reviewing Institutional Effectiveness Plan		Review the Annual Report on Institutional Effectiveness, Accountability & Program Review data and begin revising the Strategic Plan	Annual audit report from prior fiscal year presented to Board for approval Public budget hearing Estimated tax levy resolution and hearing Final budget adjustment		
Oct	Deans and faculty serve on the Institutional Effectiveness Committee which consists of indicators that assess the effectiveness of the district's instruction, programs, and services. The data and results from the Annual Report on Institutional Effectiveness are used within the Accountability & Program Review Process	Institutional Effectiveness Plan is revised and updated for the next fiscal year			Publish Truth and Taxation notice when tax levy exceeds 105% of previous year's tax extensions Public tax hearing Certificate of tax levy		Technology Committee meets to review current plan update 5-year goals

PLANNING MATRIX

Illinois Eastern Community Colleges

MONTH	ACCOUNTABILITY & PROGRAM REVIEW PERFORMANCE REPORT PLANNING CYCLE	INSTITUTIONAL EFFECTIVENESS PLAN CYCLE (formerly Assessment Plan)	RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)	STRATEGIC PLANNING CYCLE	BUDGET PLANNING CYCLE	MARKETING AND INFORMATION PLAN	TECHNOLOGY PLAN
Nov	Occupational & Technical Advisory Council meetings are held to allow lead instructors and the Deans feedback from industry personnel on curriculum, industry trends, and the quality of graduates in order to adequately respond to the program strengths, weaknesses, and quality recommendations.	Updated Institutional Effectiveness Plan submitted to the Cabinet for the review and approval Institutional Effectiveness Plan submitted to Board of Trustees for review and approval at November Board Meeting		Current Strategic Plan is review by colleges and District Staff Draft of the revised Strategic Plan is distributed district-wide for faculty, staff, and students to review and update	Publish annual financial report		Draft of new Technology Plan is reviewed by committee and other IECC staff
Dec		Institutional Effectiveness Plan distributed to college employees and students via internet (Nov. & Dec.)			Cabinet discusses mid-year budgets		
Jan	Annual District Occupational Summit to review and discuss occupational programs Accountability & Program Review tentative personnel decisions for new FY Inter-Campus Accountability & Program Review Meeting for deans and District Office staff to review and discuss occupational programs slated for review	District Office staff begins compiling college data for Annual Report on Institutional Effectiveness		Draft of newly revised Strategic Plan distributed to the Cabinet for review	District-wide budget requests, funded outside of the Budget Formula, due to the Chief Finance Officer	Marketing Directors review individual college marketing plan. Office of Institutional Development reviews District plan	Updated Technology Plan is submitted to Cabinet and Board for approval

PLANNING MATRIX

Illinois Eastern Community Colleges

MONTH	ACCOUNTABILITY & PROGRAM REVIEW PERFORMANCE REPORT PLANNING CYCLE	INSTITUTIONAL EFFECTIVENESS PLAN CYCLE (formerly Assessment Plan)	RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)	STRATEGIC PLANNING CYCLE	BUDGET PLANNING CYCLE	MARKETING AND INFORMATION PLAN	TECHNOLOGY PLAN
Feb	Accountability & Program Review-based tentative budget decisions for new fiscal year	Institutional Effectiveness Committee collects and analyzes data and results for the Annual Report on Institutional Effectiveness			Analysis of tuition and fees Analysis of state funding levels Personnel evaluations completed	Information and Marketing Committee discuss college marketing plans and establish District wide plan and goals for next 2 years	
Mar	Accountability & Program Review-based tentative equipment purchase proposals for new fiscal year Deans submit draft program information/responses to District Office.	Institutional Effectiveness Committee finalizes the Annual Report on Institutional Effectiveness	RAMP documents sent to colleges for completion	Strategic Plan submitted to Cabinet for approval Strategic Plan submitted to Board of Trustees for review and approval	Review and update of equipment list Tentative budget dollars reviewed with the College Presidents		
Apr	Deans review and submit final versions of Accountability & Program Review to District Office for compilation for Cabinet review and approval Performance Report	Annual Report on Institutional Effectiveness is submitted to the Cabinet and presented to the Board of Trustees (April & May) Annual Report on Institutional Effectiveness is distributed to college employees, students, and news media		Approved Strategic Plan disseminated to college employees, students, and news media	Revised tentative budget presented to the college Presidents College goals reviewed with budget allocations	Marketing Directors submit college marketing plan to Office of Institutional Development for incorporation into IECC District Marketing Plan	

PLANNING MATRIX

Illinois Eastern Community Colleges

MONTH	ACCOUNTABILITY & PROGRAM REVIEW PERFORMANCE REPORT PLANNING CYCLE	INSTITUTIONAL EFFECTIVENESS PLAN CYCLE (formerly Assessment Plan)	RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)	STRATEGIC PLANNING CYCLE	BUDGET PLANNING CYCLE	MARKETING AND INFORMATION PLAN	TECHNOLOGY PLAN
May	Completed Accountability & Program Review due to District Office Performance Report	Annual Report on Institutional Effectiveness disseminated to college curriculum and instruction committees and the Strategic Planning Committee	RAMP documents due to District Office by May 31st		Tentative annual budget prepared by Comptroller	Information and Marketing Committee review and approve final IECC Marketing Plan document	
Jun	Accountability & Program Review submitted to Cabinet in June for review and approval at July Cabinet meeting Performance Report submitted to Cabinet for review and approval at the July meeting		RAMP submitted to Cabinet and Board of Trustees for approval		Final budget allocations presented to Cabinet College tentative budgets finalized Analysis of state funding completed	IECC Marketing Plan submitted to Cabinet for review and approval at July Cabinet meeting	

Agenda Item #8B

Performance Report Fiscal Year 2007

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Performance Report Fiscal Year 2007

The Illinois Board of Higher Education (IBHE) requires the District to submit an annual report on its performance in meeting the six policy areas that the IBHE has identified as priorities for Illinois institutions of higher education. Associate Dean Kathy Pampe prepared the District's report.

The IECC 2007 Performance Report is based upon the *The Illinois Commitment and Promise for Illinois* and provides a policy framework to guide Illinois higher education in meeting the needs of the state and its residents. *The Illinois Commitment and Promise for Illinois* emphasizes the diversity of Illinois higher education with the understanding that IECC will address the six policy areas, consistent with the District's mission, resources, and constituencies.

The six Policy Areas are:

1. Higher education will help Illinois sustain strong economic growth through its teaching, service, and research activities;
2. Higher education will join elementary and secondary education to improve teaching and learning at all levels;
3. No Illinois citizen will be denied an opportunity for a college education because of financial need;
4. Illinois will increase the number and diversity of citizens completing training and education programs;
5. Illinois colleges and universities will be accountable for providing high quality academic programs and the systematic assessment of student learning outcomes while holding students to ever higher expectations for learning and growth; and
6. Illinois colleges and universities will continually improve productivity, cost-effectiveness, and accountability.

Included in the Performance Report is a review of the environment in which the District operates and includes: population, number of high school graduates, equalized assessed valuation, per capita income for the District, per capita income for the United States, farm employment, non-farm employment, construction, manufacturing, wholesale and retail trade employment, average wages, unemployment rates, financial aid recipients, student age ranges, and on-line enrollment.

The IECC Performance Report focuses on Policy Area One - Economic Growth and Policy Area Two - P-20 Partnerships. For each of these Policy Areas, each college sets forth its Fiscal Year 2007 Accomplishments and Fiscal Year 2008 Plans and Challenges

For all Policy Areas, IECC provided information for "Common Institutional Indicators, such as the cost of attendance and completions by race/ethnicity and gender; and information on "Mission-Specific Indicators", such as the number and percent of first generation college students and number and percent of population served by Illinois Community Colleges.

The document has been sent to you separately because of its length. Please bring your copy to the Board meeting.

I ask the Board's approval of the 2007 Performance Report.

TLB/rs

Agenda Item #8C

2007-2008 IECC Catalog

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: 2007-2008 IECC Catalog

Historically, the Board has been asked to approve a two year catalog. The catalog is prepared and maintained by Associate Dean Pam Schwartz.

During that two year period, there are many policy changes. When changes are approved, there is an electronic alteration to the catalog. The electronic catalog on the IECC webpage supersedes the printed catalog as changes are made and approved by the Board of Trustees.

Because of these electronic changes, the Cabinet has approved the printing of a one year catalog as opposed to a two year catalog.

The proposed one year catalog was mailed to you for your review. All changes to the catalog were approved by prior action of the Board of Trustees. For the Board's review, a listing of deletions, additions, and revised programs is provided to the Board. These Board approved changes are already inserted into the electronic catalog on the IECC website. If approved by the Board, they would be included in the new printed one year catalog.

I ask the Board's approval of the 2007-2008 IECC catalog.

TLB/rs

Attachment

**DELETIONS, ADDITIONS, AND REVISED PROGRAMS
2007-2008 CATALOG**

ADDED PROGRAMS FROM 2005-2007 CATALOG

FCC

Information Systems Management Degree

LTC

Building Trades Certificate
Horticulture Degree Program
Horticulture Certificate Program
Industrial Management Degree
Workplace Skills Certificate
Manufacturing Skills Certificate
Supervisory Skills Certificate

OCC

Automotive Service Technology II Certificate
Phlebotomy Certificate

WVC

Industrial Technician Certificate
Inter Industrial Technician Certificate
Adv Industrial Technician Certificate
Construction: Trade Technology Degree
Construction: Laborer Certificate
Electronics Certificate
Industrial Studies Degree
Manufacturing Certificate

REVISED PROGRAMS FROM 2005-2007 CATALOG

FCC

Automotive Service Technology II Certificate

LTC

Microcomputer Support Specialist Degree
Medical Assistant Certificate
Telecommunications Technology
Programming Certificate
Office Management Degree
Medical Assistant Certificate
Horticulture

OCC

Industrial Maintenance Technology Certificate
Cosmetology Certificate
Radiography Degree
Nursing Degree
Collision Repair Technology Degree
Administration of Justice

Massage Therapy
Automotive Service Technology

WVC

Machine Shop Technology
Electronics Technology Degree
Machine Shop Technology Degree
Manufacturing Technologies Degree
Radio/TV Broadcasting Degree

DELETED PROGRAMS FROM 2005-2007 CATALOG

FCC

Advanced Networking Specialist Certificate
Computer Networking Specialist Certificate
Welding Certificate

LTC

System Networking Certificate
Computer Security Certificate
Travel & Tourism Certificate
Food & Restaurant Management Certificate
Hospitality Management Degree
Quality Improvement Specialist Degree

INACTIVATED PROGRAMS FROM 2005-2007 CATALOG

FCC

Web Design Certificate

OCC

Network Support Specialist Degree
Advanced Network Specialist Certificate
Computer Networking Specialist Certificate

Agenda Item #8D

2 + 2 Nursing Articulation Agreement with Lakeview College of Nursing

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: July 17, 2007

RE: 2 + 2 Nursing Articulation Agreement with
Lakeview College of Nursing

Associate Dean of Allied Health Donna Henry and Kathy Pampe, Associate Dean of Career Education and Economic Development have worked together to develop an articulation agreement with Lakeview College (LCON) in Danville, Illinois.

LCON is a BSN Degree granting institution and under this agreement, IECC students who successfully complete the District's two year Associate of Applied Science Degree in Nursing will be able to attend LCON for an additional two years and thereby achieve a Bachelor of Science Degree in Nursing.

The agreement sets forth that LCON and IECC are to operate in the spirit of cooperation, that representatives of both institutions will meet regularly, that either institution can change its curriculum, but that prior notice will be given to the other institution and that each institution can provide promotional materials concerning this agreement.

The attachment sets forth the degree requirements for acceptance into the LCON program.

I ask the Board's approval of this 2 + 2 articulation agreement.

TLB/rs

Attachment

ARTICULATION AGREEMENT
Between
LAKEVIEW COLLEGE OF NURSING
And

ILLINOIS EASTERN COMMUNITY COLLEGES: OLNEY CENTRAL COLLEGE

Lakeview College of Nursing (LCON) and IECC: Olney Central College (OCC) will form a cooperative relationship through this articulation agreement to better serve constituents, to support the seamless transfer of students, to minimize the duplication of instruction, and to build on community college and college learning experiences.

LCON and IECC: OCC agree to the following:

1. Any IECC student who has:
 - A. Completed an Associate of Applied Science (A.A.S.) Degree in Nursing with a minimum grade point average of 2.5 or higher on a 4.0 scale, and
 - B. Completed with a grade of “C” or higher designated IECC courses (or equivalent courses in transfer) as required prerequisite courses to the LCON curriculum, and
 - C. Successfully completed the LCON Application Process,
will be admitted to the Lakeview College of Nursing Baccalaureate Degree Program on a first come first serve basis.

Attachment A: 2 + 2 Articulation Agreement- A.A.S. Degree designed to transfer to LCON includes: 1) courses which will fulfill the I.A.I. General Education Core and 2) courses designated as required pre-requisite courses for admission to LCON.

2. Relationships between IECC: OCC and LCON faculty and administration have the spirit of cooperation and provide the basis for this agreement.
3. Representatives of both institutions agree to meet on a regular basis to assess curricular changes and other conditions that may affect the nature of this agreement.
4. This agreement does not preclude either institution from making curriculum changes as it may solely deem appropriate. In this case prior notice will be given to the operative academic personnel at the cooperating institution.
5. Appropriate publications and promotional materials regarding this agreement will be made available to IECC and LCON students.
6. Either LCON or IECC: OCC may dissolve this agreement by giving one year’s advance notice to the cooperating institution’s President/CEO, Chief Academic Officer, or Dean of Nursing.
7. This agreement is effective with the 2007-2008 academic year.

Signatures:

Lakeview College of Nursing

Illinois Eastern Community Colleges
Olney Central College

Dick Shockey, Date
CEO

Board Chairman, Date
IECC

Dr. Sara R. Wheeler, Date
Dean of Nursing

Chief Executive Officer, Date
IECC

President Date
OCC

Associate Dean, Nursing Date
and Allied Health

ATTACHMENT A

IECC: Olney Central College AAS Degree in Nursing Requirements	Additional Courses that can be taken at IECC to meet the general education requirements for LCN	Additional LCN RN/BSN Completion Degree Requirements
<p>General Education Requirements ENG 1111 Composition I (3cr) ENGL 1121 Composition & Analysis (3cr) PSYC 101 Psychology (3cr) LSC 2111 Human Anatomy and Physiology I (4cr) LSC 2112 Anatomy & Physiology II (4cr) BIOL 140 Microbiology (4cr) PSY 1101 General Psychology I (3cr) PSY 2109 Human Growth and Development (3cr) LSC 2110 General Microbiology (4cr) SOCI 2101 Principles of Sociology (3cr) SPE 1101 Fundamentals of Effective Speaking (3cr)</p>	<p>General Education/Pre-requisite Courses Chem I (4cr) Chem II (4cr) Statistics (3cr) Humanities Elective (3cr) Fine Arts Elective (3cr) Humanities/Fine Arts (3cr) Elective (Behavior/Social or Science preferred) (3cr) Elective (Behavior/Social or Science preferred) (3cr) Nutrition (3cr)</p>	<p>Pre-requisite Courses Offered at LCN-Danville Chem I (4cr) Chem II (4cr) Statistics (3cr)</p>
<p align="center">Semester 1</p> <p>NUR 2107 Fundamental Nursing Skills (2cr) NUR 1201 Nursing I (10cr) Psych 1101 General Psychology (3cr) LSC 2111 Human Anatomy and Physiology I (4cr)</p>		<p align="center">First Semester</p> <p>N200 Theories and Issues in Nursing (3cr) N201 Health Assessment of Individuals in States of Well-Being (3cr) N206 Interactional Dynamics (2cr) N309 Nursing Care of the Gerontological Client (3cr) N406 Nursing Elective (2cr)</p>
<p align="center">Semester 2</p> <p>NUR 1202 Nursing II (10cr) LSC 2112 Human Anatomy and Physiology II (4cr) PSY 2109 Human Growth and Development (3cr) ENG 1111 Composition I (3cr)</p>		<p align="center">Second Semester</p> <p>N402 Nursing Research (3cr) N403 Nursing of the Client with Complex Health Situations (4cr) N404 Community Health Nursing (5cr)</p>

<p>Semester 3 NUR 2201 Nursing III (10cr) LSC 2110 General Microbiology (4cr) SOC 2110 Principles of Sociology (3cr)</p>		<p>Third Semester N405 Nursing Leadership and Management (5cr) N408 Professional Seminar (3cr)</p>
<p>Semester 4 NUR 2202 Nursing IV (10cr) SPE 1101 Fundamentals of Effective Speaking ENG 1121 Composition & Analysis (3cr)</p>		

Agenda Item #8E

Affiliation Agreement with Richland Memorial Hospital

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Richland Memorial Hospital Phlebotomy
Affiliation Agreement

IECC wishes to enter into a new affiliation agreement with Richland Memorial Hospital located in Olney, Illinois.

This affiliation agreement is for the Phlebotomy Program and is our standard affiliation agreement utilized by the District.

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

TLB/rs

Attachment

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
OLNEY CENTRAL COLLEGE PHLEBOTOMY PROGRAM**

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, Olney Central College, for its Phlebotomy Program (hereinafter referred to as DISTRICT #529) and **Richland Memorial Hospital** (hereinafter referred to as AGENCY):

WITNESSETH THAT:

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

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

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

1. The AGENCY agrees to make its facilities available in all areas related to the medical laboratory for observation and participation by the students and faculty of the DISTRICT #529, Phlebotomy Program subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Associate Dean and/or Faculty of the Program on behalf of DISTRICT #529 and the Administrator, and the Director of Laboratory Service on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.
3. DISTRICT #529 faculty will:
 - be responsible for the teaching the didactic portion of the Phlebotomy Program;
 - work with the staff of the Agency in coordination of the clinical laboratory objectives to be completed at the Agency;
 - coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
 - review and evaluate, in cooperation with the Agency, the student's progress within the clinical setting.
4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the Phlebotomy Program on behalf of DISTRICT #529 will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY appointed Clinical Supervisor will retain full and final decisions for procedures assigned to phlebotomy students.

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

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

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

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

6. The faculty and students of DISTRICT #529 participating in the laboratory clinical experiences will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Phlebotomy Faculty participating in the program may be included in demonstrations of new equipment and techniques.

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

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

9. The assigned experiences will be selected for the educational benefit of the student. District #529 will provide the Agency a written set of clinical objectives and evaluation forms to be completed by the Agency appointed Clinical Supervisor;

10. Students are responsible for seeking health care if the need arises. Students are encouraged to carry their own health insurance and are required to pay their own health care fees.

11. Students will not be assigned experiences in a manner that would permit them to replace a regular employee.

12. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Phlebotomy Faculty and phlebotomy students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY.

13. An annual review of the agreement will be made each spring. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529's Phlebotomy Program, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their phlebotomy laboratory experience needed for graduation at the AGENCY.

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

AGENCY

ILLINOIS EASTERN COMMUNITY
#529,
OLNEY CENTRAL COLLEGE

COLLEGE DISTRICT

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing &
Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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

Adopted 6-2005

Agenda Item #8F

Affiliation Agreement with Lawrence County Memorial Hospital

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Lawrence County Memorial Hospital Phlebotomy
Affiliation Agreement

IECC wishes to enter into a new affiliation agreement with Lawrence County Memorial Hospital located in Lawrenceville, Illinois.

This affiliation agreement is for the Phlebotomy Program and is our standard affiliation agreement utilized by the District.

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

TLB/rs

Attachment

**ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
OLNEY CENTRAL COLLEGE PHLEBOTOMY PROGRAM**

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____,
by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529,
Olney Central College, for its Phlebotomy Program (hereinafter referred to as DISTRICT #529)
and **Lawrence County Memorial Hospital** (hereinafter referred to as AGENCY):

WITNESSETH THAT:

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

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

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

1. The AGENCY agrees to make its facilities available in all areas related to the medical laboratory for observation and participation by the students and faculty of the DISTRICT #529, Phlebotomy Program subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Associate Dean and/or Faculty of the Program on behalf of DISTRICT #529 and the Administrator, and the Director of Laboratory Service on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.
3. DISTRICT #529 faculty will:
 - be responsible for the teaching the didactic portion of the Phlebotomy Program;
 - work with the staff of the Agency in coordination of the clinical laboratory objectives to be completed at the Agency;
 - coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
 - review and evaluate, in cooperation with the Agency, the student's progress within the clinical setting.
4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the Phlebotomy Program on behalf of DISTRICT #529 will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY appointed Clinical Supervisor will retain full and final decisions for procedures assigned to phlebotomy students.

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

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

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

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

6. The faculty and students of DISTRICT #529 participating in the laboratory clinical experiences will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Phlebotomy Faculty participating in the program may be included in demonstrations of new equipment and techniques.

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

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

9. The assigned experiences will be selected for the educational benefit of the student. District #529 will provide the Agency a written set of clinical objectives and evaluation forms to be completed by the Agency appointed Clinical Supervisor;

10. Students are responsible for seeking health care if the need arises. Students are encouraged to carry their own health insurance and are required to pay their own health care fees.

11. Students will not be assigned experiences in a manner that would permit them to replace a regular employee.

12. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Phlebotomy Faculty and phlebotomy students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY.

13. An annual review of the agreement will be made each spring. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529's Phlebotomy Program, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their phlebotomy laboratory experience needed for graduation at the AGENCY.

14. In the event of blood borne pathogen or hazardous products exposure, or any injury sustained in the Clinical AGENCY, the DISTRICT #529 faculty will:

-review the student handbook protocol with the student (see reference under Health Insurance in Student Handbook). The student is responsible for physician, diagnostic and treatment costs for services rendered by the clinical facility and for any continuing costs related to the incident.

If the student refuses to follow the guidelines of the Clinical Agency for exposure or injury, the student will be required to sign a release that says he/she has been notified of the risks and has chosen not to follow the guidelines. Failure to comply with the stated Handbook policy and Agency Guidelines will result in dismissal from the program.

The DISTRICT #529 faculty will provide the Clinical Agency with the documentation of this follow up or notification that the student has been dismissed from the program.

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

AGENCY

ILLINOIS EASTERN COMMUNITY COLLEGE
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing &
Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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

Adopted 6-2005

Agenda Item #8G

Affiliation Agreement with Good Samaritan Hospital

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Good Samaritan Hospital Phlebotomy
Affiliation Agreement

IECC wishes to enter into a new affiliation agreement with Good Samaritan Hospital located in Vincennes, Indiana.

This affiliation agreement is for the Phlebotomy Program and is our standard affiliation agreement utilized by the District.

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

TLB/rs

Attachment

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District #529
Olney Central College Phlebotomy Program

AND

GOOD SAMARITAN HOSPITAL
520 SOUTH 7TH STREET
VINCENNES, IN 47591

This AGREEMENT, made and entered into this _____ day of _____, 2007, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, District #529, Olney Central College, hereinafter referred to as the "College", and Good Samaritan Hospital, hereinafter called the "Clinical Agency",

WITNESSETH:

WHEREAS, the College operates a Phlebotomy Technician Program and in which its students learn to become proficient in the skills and techniques of phlebotomy, with such students hereinafter for convenience being referred to as Phlebotomy Technician students or individually as Phlebotomy Technician student; and

WHEREAS, the Clinical Agency maintains and operates a healthcare facility and laboratory and is suited for clinical education of Phlebotomy Technician students; and

WHEREAS, the purpose of this AGREEMENT is to guide and direct a working relationship between the College and the Clinical Agency in providing clinical education experiences for the Phlebotomy Technician students; and

WHEREAS, it is the desire of the College and the Clinical Agency to cooperate in developing, promoting and operating an Phlebotomy Technician Program which programs shall hereinafter be referred to as the "Programs", with the College providing instruction and leadership in the training of Phlebotomy Technician students entering into this field and with the Clinical Agency providing clinical education experiences; and

WHEREAS, the Clinical Agency will derive benefit from services rendered by the students during the course of the time spent in their respective clinical education experiences.

NOW, THEREFORE, for and in consideration of the premises and the mutual AGREEMENTs of the parties do hereby agree as follows:

1. TERM OF AGREEMENT

The term of this AGREEMENT shall be two (2) years commencing, notwithstanding the date hereof, on the _____ day of _____, 2007 and terminating on the _____ day of _____, 2009. The parties agree that this AGREEMENT is to be effective immediately and to

remain in effect for two years, (subject to annual review), until such time as either party to this AGREEMENT shall terminate same by delivery to the other of a written notice of not less than twelve (12) months prior to the _____ day of _____ of the second year. However, said termination shall not be effective as to any students then enrolled and participating in the educational programs and they shall be allowed to continue their clinical use of the Clinical Agency facilities until their educational studies are completed. It is understood that the parties hereto may revise or modify this AGREEMENT by written amendments whenever the same shall be mutually agreed upon.

2. COLLEGE'S RESPONSIBILITIES

A. The College assumes full responsibility for the planning, execution, and functioning of the Programs, including, but not limited to, the programming, administration, development of curriculum content, appointment classroom instructor, establishment of requirements and criteria for certificate completion, and criteria for graduation of Phlebotomy Technician students enrolled in the Program.

B. To provide written objectives for the Phlebotomy Technician clinical education experience to the Clinical Agency.

C. To provide the Clinical Agency in advance with information regarding the levels of competency, previous experience and necessary phlebotomy clinical education experience requirements of each Phlebotomy Technician student assigned to the Clinical Agency for a clinical education experience.

D. To keep all records and reports of Phlebotomy Technician students' clinical education experiences.

E. To be responsible for all information of a confidential nature to which the Phlebotomy Technician students may be exposed, and the College agrees to thoroughly instruct all Phlebotomy Technician students on the necessity for respecting the confidential nature of all information which may come to their knowledge in regards to patients of the Clinical Agency and patient's records which may come into their hands.

F. To schedule and coordinate, through its instructor and the Clinical Agency, the rotation of Phlebotomy Technician students in the clinical setting.

G. To send only instructors and/or students who are, to the College's knowledge, in good health at the time of reporting to the Clinical Agency for participation in the clinical education experience. The College further agrees to ensure that any students assigned to the Clinical Agency will have: **(1)** documentation of no significant "negative tuberculin skin test" within one (1) year of the affiliation with the Clinical Agency and annually thereafter from date of first skin test. This shall also apply to any instructor, or **(2)** for all past skin test reactors, medical documentation of completion of an adequate course of therapy or a medical statement dated within one (1) year of affiliation with the Clinical Agency, indicating that the faulty member or Phlebotomy Technician student is free of signs and symptoms of tuberculosis; **(3)** proof of

immunity to rubella, either by serologic testing (titer) or by documented history of vaccination at one year or older and (4) documentation of hepatitis B vaccination or signed disclaimer.

The College will also retain the above data on each faculty member and Phlebotomy Technician student assigned to the Clinical Agency, which verifies that all assigned students assigned to the Clinical Agency have met the above criteria.

H. To give sufficient notice to the Clinical Agency of the student assignments prior to attending clinical.

I. To withdraw Phlebotomy Technician students from the assigned clinical education experience when, in the College's judgment, the nursing clinical education experiences are not meeting the needs of the students.

J. To assign Phlebotomy Technician students on a non-discriminatory basis without regard to race, sex, creed, national origin, or physical handicap.

3. CLINICAL AGENCY'S RESPONSIBILITIES

A. To provide the Phlebotomy Technician students with the experience necessary for completion of the Phlebotomy Technician clinical education requirements of the Programs and to meet the philosophies and objectives of the College and the Clinical Agency.

B. To provide necessary first aid and/or emergency medical and nursing care to a Phlebotomy Technician student while said student is undergoing the Phlebotomy Technician clinical education experience on the premises of the Clinical Agency, provided, however, that the Phlebotomy Technician student will be responsible for paying the Clinical Agency its usual and customary charges for such care.

C. To maintain the standards required for accreditation by the Joint Commission on Accreditation of Health Care Organizations, if applicable.

4. GENERAL PROVISIONS

A. The liaison between the College and the Clinical Agency for the Programs shall be the College's Phlebotomy Technician Program Director.

B. The College and the Clinical Agency shall cooperate to provide assessments of the effectiveness of Phlebotomy Technician student use of clinical facilities toward the end of providing maximum benefit for the Phlebotomy Technician students.

C. Neither the College nor the Clinical Agency consider any Phlebotomy Technician student as an employee of the Clinical Agency, but rather, for all purposes, each Phlebotomy Technician student is considered to be a student of the College who is an individual in the clinical phase of his/her professional education. Accordingly, it is understood that the Clinical Agency will not provide any financial compensation to the Phlebotomy Technician students during their respective clinical education experiences, notwithstanding the fact that the Clinical Agency

may derive some benefit from services performed by the Phlebotomy Technician students during the course of the phlebotomy clinical education experiences.

D. Phlebotomy Technician students assigned for clinical education experiences under the terms of this AGREEMENT shall not provide services to patients in the Clinical Agency apart from those rendered under supervision of the Clinical Agency for their educational value in accordance with the objectives of the Phlebotomy Technician clinical education experience as set forth in this AGREEMENT.

F. The rules and regulations of the Clinical Agency shall be applicable to each assigned Phlebotomy Technician student during the clinical education experience.

G. The College maintains the privilege of visiting the Clinical Agency before, after, and/or during any phlebotomy clinical education experience.

H. The Clinical Agency retains the ultimate responsibility for patient care and related duties.

I. The College and the Clinical Agency agree that in every aspect of the Program and the Phlebotomy Technician clinical education experiences provided for under this AGREEMENT, they and each of them will adhere to a policy of non-discrimination on the basis of race, sex, creed, national origin, physical handicap, age, or political affiliation.

5. STUDENTS' OBLIGATIONS

A. To follow the schedule established by the College.

B. To provide health insurance, and be accountable for payment of all medical treatment required by the Phlebotomy Technician student from the Clinical Agency during the course of the Phlebotomy Technician students' clinical education experiences at the agency.

C. To complete health forms which may be requested by the Clinical Agency; to follow administrative policies of the Clinical Agency; to provide the necessary and appropriate uniform required but not provided by the Clinical Agency; to notify the Clinical Agency upon arriving and to report to the designated individual of the Clinical Agency.

D. To work toward meeting the goals and objectives set forth by the College and the Clinical Agency.

6. LIABILITY AND INSURANCE PROTECTION

The College, at its sole cost and expense shall procure and maintain a policy of Professional Liability Insurance with limits of at least \$1,000,000 per claim, \$1,000,000 annual aggregate, and shall provide Clinical Agency with insurance certificate copy. The coverage of such Professional Liability Insurance shall extend to and cover all liability incurred by employees, Phlebotomy Technician students and faculty and students and faculty of the College to the extent that such liability arises out of and during the course of their respective activities under the terms of this AGREEMENT. If such coverage does not extend to and cover liability incurred by the Phlebotomy Technician students, then, the College shall cause each Phlebotomy Technician student assigned for phlebotomy clinical education experiences at the Clinical Agency to obtain and

maintain in force during the term of his/her assignment at the Clinical Agency, personal professional liability insurance in an insurer satisfactory to the Clinical Agency for limits not less than \$1,000,000 per claim, \$3,000,000 in the aggregate annually. Such insurance, whether included in the coverage of the College's professional liability insurance or provided personally by a Phlebotomy Technician student shall cover incidents, claims and suits arising from activities performed pursuant to this AGREEMENT during the AGREEMENT period, as well as those claims and suits arising pursuant to this AGREEMENT but reported after this AGREEMENT has been terminated. To the extent that such insurance is personally provided by a Phlebotomy Technician student, the College agrees that a certificate in evidence of that insurance protection will be on file with the College prior to the time that the Phlebotomy Technician student commences activities pursuant to this AGREEMENT. Further, the College, at its sole cost and expense shall procure and maintain policies of Comprehensive General Liability Insurance, including Products' Liability, Completed Operation and Blanket Contractual Liability, Worker's Compensation Insurance, and Automobile Liability Insurance, or, satisfy the Clinical Agency that it is self-insured for liability that would be covered by any such insurance. The Comprehensive General Liability coverage shall be with limits of at least \$1,000,000 each occurrence for bodily injury and with limits of at least \$250,000 each occurrence for property damage. The Workers' Compensation coverage shall provide for all employees of the College providing services under the terms of this AGREEMENT, covering any liability under the Indiana Workers' Compensation Act and the Indiana Occupational Disease Act and including not less than \$100,000 Employers' Liability coverage. The Automobile Liability coverage shall be with limits of at least \$1,000,000 Combined Single Liability per occurrence. All such policies of insurance (including but not limited to the Professional Liability Insurance) shall be with companies acceptable to the Clinical Agency. All of such policies of insurance shall provide that the insurance carrier under each policy is required to give the Clinical Agency not less than thirty (30) days written notice prior to cancellation of any policy. Prior to the expiration and/or cancellation of any such policy, the College shall secure replacement of such insurance coverage, upon the same terms and provisions, and furnish the Clinical Agency with a memorandum certificate as heretofore described.

7. INDEMNITY

The College agrees to indemnify the Clinical Agency, its affiliates and their respective officers, directors, employees, and agents against, and hold the same harmless from all liability, losses, damages, obligations, judgments, claims, causes of action and expenses associated therewith (including judgments, settlements, court costs and attorney's fees) resulting from or arising out of, directly or indirectly, any negligent or intentional act or omission by College, its faculty or students. This covenant shall survive any termination of this AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

AGENCY

Good Samaritan Hospital

President/CEO

COLLEGE

Illinois Eastern Community College
District #529
Olney Central College

Phlebotomy Instructor

Associate Dean of Nursing &
Allied Health

President, Olney Central College

Chairman, Board of Trustees

Agenda Item #8H

Lawrence County Enterprise Zone Extension and Tax Abatement

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: July 17, 2007
RE: Lawrence County Enterprise Zone Extension and Tax Abatement

The Lawrence County Industrial Development Council has submitted a resolution to expand the boundaries of their existing enterprise zone which covers parts of Lawrence County, the cities of Lawrenceville, Bridgeport, and Sumner. In addition, the resolution abates taxes on new construction of industrial and commercial projects for six years.

This resolution deals with an expansion of the enterprise zone to include property upon which would be constructed a McDonald's and an expansion of the existing BP gasoline station. The new facility will employ from 10-15 people. This property would have a graduated abatement with the first two years being abated at 100%; the second two years abated at 50% and the third 2 year period abated at 25%. The seventh year all taxes are paid.

In addition to expanding the boundaries and including an additional tax abatement, the resolution also extends the time for termination of the enterprise zone to December 31, 2020.

I ask the Board's consideration of this attached resolution.

TLB/rs

Attachment

A RESOLUTION APPROVING THE ALTERATION OF THE BOUNDARIES OF AN ENTERPRISE ZONE AND EXTENDING THE TERMINATION DATE OF SAID ENTERPRISE ZONE

WHEREAS, the County of Lawrence, City of Lawrenceville, Illinois, City of Bridgeport, Illinois, and City of Sumner, Illinois have made it known to the Illinois Eastern Community College District their intention of applying for a modification of the Enterprise Zone by adding territory to the existing Enterprise Zone and extending the termination date of the Enterprise Zone; and

WHEREAS, both the initial designation of an Enterprise Zone pursuant to the Illinois Enterprise Zone Act, 20 ILCS 655/1 et. seq., as amended in the eventual success of an Enterprise Zone depend upon community support and the nature of incentives to be offered; and

WHEREAS, this public taxing authority finds that the Enterprise Zone designation will serve the economic interest of all local taxing authorities and the entire community by stimulating economic revitalization;

NOW, THEREFORE, BE IT RESOLVED BY THE Illinois Eastern Community College District:

Section 1: The Illinois Eastern Community College District, hereby approves the alteration of the boundaries of the Enterprise Zone by adding the territory more fully described in Exhibit J and outlined on the map marked Exhibit K, and further authorizes and directs the County Clerk to abate the portion of its taxes on real property located within the Enterprise Zone, as altered, resulting from an increase in equalized assessed valuation which is attributable to the construction of improvements or to the renovation or rehabilitation of existing improvements, subject to the following limitations:

- (a) The abatement shall apply to the taxes corresponding to an increase in equalized assessed valuation after improvements (either new construction or renovation or rehabilitation for industrial and commercial projects) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.
- (b) The abatement shall pertain only to that parcel within the Enterprise Zone which has been improved after the designation of the Enterprise Zone provided, however, that no such abatement shall be applicable to any such improvement project located within the boundaries of the Tax Increment Redevelopment Project District as set forth in Ordinance No. 89-1165, or any other Tax Increment Redevelopment Project District which may be hereafter located within the Enterprise Zone.
- (c) The abatement shall apply only to Industrial Projects and Commercial Projects, as set forth in the designating ordinances, as amended.
- (d) The abatement is allowed only for improvements (either new construction or renovation or rehabilitation for industrial and commercial projects), the nature and scope of which a certificate of eligibility has been obtained and approval has been given.

Section 2: The Illinois Eastern Community College District hereby approves the alteration and extension of the termination date of the Enterprise Zone to midnight of December 31, 2020, being the 30th calendar year from that year at which the Enterprise Zone was certified for its original term.

PASSED this _____ day of _____, 2007.

ILLINOIS EASTERN COMMUNITY COLLEGE
DISTRICT

BY: _____
Board President

Attest:

Board Secretary

Agenda Item #9

Bid Committee Report

IECC

- 1. Janitorial Equipment, Supplies & Office Copy Paper**
- 2. Catalog**
- 3. Computers, Monitors & Projectors**
- 4. Software**

LTC

- 1. Greenhouse - Foundation, Mechanical & Electrical Work**

OCC

- 1. Computerized Wheel Alignment System**

Workforce Ed

- 1. Shuttle Car Training Panel & Scoop/Battery Hauler System
Training Panel**

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Janitorial Equipment, Supplies and Office Copy Paper
DATE: July 17, 2007

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

The Bid Committee recommends acceptance of the low bids received to meet specifications listed on the attached bid tabulation sheet. The grand total of all janitorial bids is \$38,405.05.

The Bid Committee recommends rejecting the bids received for copy paper. The bid received from Flexpac\Schnaible for \$29.90 per case did not include a sample and the bid received from HP Products for \$29.18 per case is not for recycled paper as specified. After checking, another option would be to purchase our copy paper off of the State contract for \$30.10 per case.

Respectfully submitted,

Terry Bruce
Galen Dunn
Harry Hillis, Jr.
Dan Leggitt
Ron Martin
Carl Sager

Source of Funds: Operations & Maintenance and Educational Fund

Department: Maintenance

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

JANITORIAL EQUIPMENT, SUPPLIES AND OFFICE COPY PAPER

July 17, 2007

The low bids received to meet specifications are highlighted

Item #	EQUIPMENT	Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville,IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
1	18" UPRIGHT VACUUM	3	1,467.00	1,674.78	No-Bid	No-bid	No-bid	1,080.06	1,796.64	1,746.84	1,818.57	No-bid	No-bid	No-bid	No-bid
2	14" UPRIGHT VACUUM	3	837.00	1,291.98	No-Bid	No-bid	No-bid	1,093.56	1,228.80	1,357.86	1,424.61	No-bid	1,077.00	No-bid	No-bid
3	15 GALLON WET/DRY VACCUUM	1	549.00	490.05	No-Bid	No-bid	No-bid	408.27	780.21	1,574.84	880.00	No-bid	589.00	880.20	No-bid
Item #	SUPPLIES	Qty													
1	5" x 24" DUST MOP HEAD	24	143.52	No-bid	No-Bid	No-bid	430.08	128.64	144.72	178.56	128.88	195.60	No-bid	No-bid	129.12
2	Bowl Mop	22	15.18	15.84	10.78	No-bid	607.86	12.98	11.22	10.56	8.58	14.30	12.10	No-bid	No-bid
3	28oz. damp mop head	24	143.52	174.00	No-Bid	No-bid	No-bid	240.00	No-bid	126.72	110.88	No-bid	No-bid	127.92	131.28
4	13" green light scrubbing pads	1	7.77	14.75	10.39	No-bid	No-bid	17.24	12.89	9.94	8.00	9.47	No-bid	8.65	No-bid
5	19" BLACK STRIPPING PAD, 3M #7300	6	142.14	317.70	143.52	No-bid	No-bid	297.42	222.06	216.96	71.40	1,236.40	No-bid	118.80	No-bid
6	21" 3M TOPLINE AUTOSCRUBBER PAD, #5000	8	No-bid	297.92	No-Bid	No-bid	No-bid	253.76	220.88	150.32	140.00	166.80	No-bid	No-bid	No-bid
7	13" BLACK STRIPPING PADS, 3M #7200	3	26.64	44.25	31.17	No-bid	No-bid	43.11	33.54	18.06	24.00	29.28	26.85	25.95	No-bid
8	20" 3M WHITE SUPER POLISHING PAD, #4100	6	97.32	151.50	86.70	No-bid	No-bid	189.06	126.66	69.84	68.40	111.30	104.10	97.08	No-bid
9	REUSABLE RUBBER GLOVES x large	8	4.88	No-bid	No-bid	No-bid	254.80	791.12	No-bid	7.92	15.04	No-bid	No-bid	No-bid	No-bid
10	BROWN JERSEY KNIT GLOVES, 9OZ	60	53.40	No-bid	16.80	No-bid	No-bid	5,166.60	28.20	16.20	17.40	No-bid	No-bid	No-bid	No-bid
11	LARGE DISPOSABLE POWDER FREE GLOVES	7	81.62	No-bid	369.60	No-bid	138.60	35.42	No-bid	311.50	No-bid	No-bid	329.00	377.16	No-bid
12	LAMBS WOOL DUSTER	20	No-bid	141.20	No-bid	No-bid	417.00	106.00	No-bid	70.08	69.40	No-bid	No-bid	No-bid	No-bid
13	HOSPITAL FILTER FOR WINDSOR VERSAMATIC VSP PART #1875	4	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	63.20	63.12	No-bid	No-bid	No-bid	No-bid
14	BAG FILTERS FOR WINDSOR VERSAMATIC #5300	15	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	231.75	160.50	No-bid	No-bid	No-bid	No-bid
15	O CEDAR MAXI-ANGLER BROOM	12	No-bid	91.08	92.04	78.60	No-bid	46.68	45.52	51.72	40.80	No-bid	No-bid	No-bid	No-bid
16	LEV-R-MATIC DISPENSER #09706	4	No-bid	563.04	472.20	No-bid	No-bid	94.88	No-bid	402.76	176.00	No-bid	No-bid	400.00	No-bid

Item #	SUPPLIES	Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville, IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
17	TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS	6	262.50	238.92	217.20	No-bid	No-bid	224.64	231.00	147.60	168.00	No-bid	No-bid	228.18	No-bid
18	32OZ MEASURING CUPS	18	No-bid	No-bid	117.72	No-bid	230.58	122.94	116.46	148.86	100.80	154.80	No-bid	117.00	No-bid
19	COTTON WASHCLOTHS	390	No-bid	No-bid	No-bid	84.18	No-bid	No-bid	No-bid	32.33/bx	117.00	No-bid	No-bid	No-bid	No-bid
20	COTTON CLOTH HEAVYWEIGHT TERRI TOWEL	46	No-bid	No-bid	No-bid	101.30	No-bid	No-bid	No-bid	95.22	125.58	No-bid	No-bid	No-bid	No-bid
21	TIME MIST OZIUM 3000 AIR SANITIZER #TMS031	12	695.88	831.00	728.04	No-bid	No-bid	1,022.40	770.88	295.20	585.60	No-bid	No-bid	669.48	No-bid
22	EXHAUST FILTER FOR WINDSOR VSE 1-3 #1534	12	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	81.48	84.00	No-bid	No-bid	No-bid	No-bid
23	REUSABLE RUBBER GLOVES, EXTRA LARGE	24	52.56	No-bid	No-bid	No-bid	No-bid	197.78	12.24	23.76	No-bid	No-bid	No-bid	No-bid	No-bid
24	WASTEBASKET, RECTANGULAR, RUBBERMAID	6	177.66	193.14	172.62	181.50	No-bid	147.12	165.00	147.18	70.20	19.68	165.00	168.00	No-bid
25	POWER CABLE FOR WINDSOR VERSAMATIC	11	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	186.45	231.00	No-bid	No-bid	No-bid	No-bid
26	TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS, 7OZ	4	No-bid	231.76	198.00	No-bid	No-bid	148.80	143.88	98.40	112.00	No-bid	No-bid	176.96	
27	14 QUART PLASTIC BUCKET WITH MOLDED IN GRADUATIONS FOR ACCURATE MEASURING	12	121.92	115.20	108.36	120.00	151.16	110.88	103.56	89.28	64.20	99.48	104.88	111.00	No-bid
28	HEAVY DUTY PLASTIC DUST PAN	12	41.28	36.00	34.32	36.00	66.48	40.20	32.40	21.96	13.44	No-bid	33.48	37.44	No-bid
29	JUMBO JR. TWIN TISSUE DISPENSOR	38	No-bid	984.20	1,149.12	570.00	No-bid	669.94	No-bid	413.06	1,058.30	No-bid	No-bid	1,213.34	No-bid
30	PROTECTIVE LINERS FOR STURDY STATION 2	1	76.00	72.50	70.52	69.60	93.55	70.51	68.23	66.36	61.00	No-bid	66.66	74.99	No-bid
31	8" CHEMICAL RESISTANT TRIGGER SPRAYER, (FIT 24OZ BOTTLE)	42	65.94	64.68	49.56	No-bid	No-bid	17.64	21.42	42.84	20.16	No-bid	46.62	44.94	No-bid

Item #	SUPPLIES	Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville,IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
32	5 GALLON PLASTIC BUCKET WITH BALE	10	111.20	93.00	No-bid	No-bid	64.10	130.00	30.00	53.70	48.00	No-bid	No-bid	No-bid	No-bid
33	BRUSH FOR WINDSOR VERSAMATIC VSE 1-3	24	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	112.08	136.80	No-bid	No-bid	No-bid	No-bid
34A	CORD WRAP FOR WINDSOR VERSAMATIC VSE 1-3	2	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	8.04	4.40	No-bid	No-bid	No-bid	No-bid
34B	SPROCKET FOR WINDSOR VERSAMATIC VSE 1-3	1	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	4.25	8.00	No-bid	No-bid	No-bid	No-bid
35	CIRCUIT BOARD FOR WINDSOR VERSAMATIC VSE 1-3	1	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	49.79	No-bid	No-bid	No-bid	No-bid	No-bid
36	FILTER FOR WINDSOR VERSAMATIC PLUS	6	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	38.40	36.00	No-bid	No-bid	No-bid	No-bid
37	4' X 6' CARPETED INDOOR MAT	2	No-bid	No-bid	169.90	No-bid	No-bid	170.52	79.60	146.96 75.48	52.00	No-bid	No-bid	131.04	No-bid
38	4' X 6' CARPETED INDOOR MAT	2	No-bid	No-bid	No-bid	No-bid	No-bid	170.52	79.60	146.96 75.48	52.00	No-bid	No-bid	131.04	No-bid
39	3' X 10' CARPETED INDOOR MAT	1	No-bid	No-bid	106.16	No-bid	No-bid	No-bid	56.00	89.15 44.46	39.90	No-bid	No-bid	89.46	No-bid
40	3' X 10' CARPETED INDOOR MAT	2	No-bid	No-bid	212.32	No-bid	No-bid	No-bid	112.00	178.30 88.92	79.80	No-bid	No-bid	178.92	No-bid
41	MOTOR FOR WINDSOR VERSAMATIC VSE 1-3	1	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	108.39	99.00	No-bid	No-bid	No-bid	No-bid
42	ROLLER FOR WINDSOR VERSAMATIC VSE 1-3	2	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	104.74	96.00	No-bid	No-bid	No-bid	No-bid
43	MOTOR FILTER FOR WINDSOR VERSAMATIC VSE 1-3	24	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	108.72	139.20	No-bid	No-bid	No-bid	No-bid
44	44 GALLON ROUND CONTAINER, YELLOW	2	79.40	72.26	68.72	79.90	111.74	68.88	65.70	56.56	44.00	64.50	66.44	73.98	No-bid
45	CADDY BAG	4	108.60	111.52	106.04	111.80	158.20	99.04	101.36	87.28	93.60	No-bid	102.52	114.48	No-bid
46	WASTEBASKET, RECTANGULAR 28 1/8 QT	12	81.24	52.56	50.04	75.00	74.16	67.08	47.76	33.96	29.28	39.36	48.24	56.52	No-bid

Item #	SUPPLIES	Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville,IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
47	WASTEBASKET, RECTANGULAR 41 ¼ QT	6	71.28	48.78	46.38	71.34	62.64	56.46	44.34	31.98	26.40	39.48	44.34	52.20	No-bid
48	44 GALLON ROUND CONTAINER	2	79.80	55.10	68.72	80.00	111.74	64.22	64.22	56.56	44.00	64.50	66.44	71.24	No-bid
49	QUIET DOLLY FOR 44 GALLON ROUND CONTAINER	4	190.44	200.00	190.24	215.80	210.80	129.24	181.80	173.92	81.76	134.80	183.92	204.48	No-bid
50	WASTEBASKET, ROUND, 22 GALLON	4	96.40	No-bid	140.76	No-bid	187.48	171.28	134.52	109.44	139.52	65.08	No-bid	154.96	No-bid
51	24 OUNCE PLASTIC SPRAY BOTTLE	12	5.88	No-bid	4.80	No-bid	No-bid	4.20	5.88	3.24	5.88	No-bid	No-bid	5.28	No-bid
52	19" BURNISHING PAD	2	No-bid	57.04	36.76	No-bid	No-bid	51.84	38.76	29.88	24.98	No-bid	No-bid	29.50	No-bid
53	TIME MIST- ULTRA CONCENTRATED AIR FRESHENER REFILLS, baby powder fragrance	5	217.00	365.25	179.55	No-bid	No-bid	164.55	192.65	123.00	140.00	No-bid	No-bid	No-bid	No-bid
54	TIME MIST- ULTRA CONCENTRATED AIR FRESHENER REFILLS, fresh scent fragrance	5	219.50	365.25	181.00	No-bid	No-bid	179.00	194.20	123.00	140.00	No-bid	No-bid	No-bid	No-bid
55	36" X 60" HEAVY DUTY RUSTPROOF STEEL MAT	1	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid
56	13" X 17" DUSTING CLOTHS	8	69.52	No-bid	57.28	No-bid	No-bid	406.96	593.90	38.64	31.20	No-bid	No-bid	No-bid	No-bid
57	TRIPLE VENDOR FEMININE CARE DISPENSER	1	242.77	No-bid	No-bid	No-bid	No-bid	197.79	No-bid	228.54	No-bid	No-bid	No-bid	No-bid	No-bid
58	5" X 24" DUST MOP HEADS	2	11.98	No-bid	No-bid	No-bid	No-bid	128.64	No-bid	178.56	No-bid	16.30	No-bid	No-bid	129.12
59	BLADE KIT TO FIT CONVERTAMAX 26" AUTOSCRUBBER	1	22.90	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	22.47	No-bid	No-bid	23.25	No-bid	No-bid
60	AUTO SCRUBBER	1	24.90	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	26.09	No-bid	No-bid	27.00	No-bid	No-bid
61	ERGO DUST PAN/BROOM	5	140.15	No-bid	147.90	No-bid	240.15	111.10	No-bid	145.80	No-bid	No-bid	No-bid	142.20	No-bid
62	FELT CHALKBOARD, 2" X 5" X 1"	36	No-bid	No-bid	No-bid	No-bid	No-bid	51.12	No-bid	47.88	No-bid	No-bid	No-bid	No-bid	No-bid
63	SQUEEGEE BLADES	2	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	56.80	No-bid	No-bid	No-bid	49.66	No-bid

Item #	SUPPLIES	Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville, IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaithle Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
64	SWIFTER DUSTER REFILLS	6	262.20	612.84	262.50	No-bid	No-bid	60.42	No-bid	242.94	239.40	No-bid	No-bid	281.52	No-bid
65	UNGER ORIGINAL STRAP WASHER	2	23.40	24.98	19.56	No-bid	No-bid	17.38	No-bid	No-bid	No-bid	No-bid	No-bid	17.38	No-bid
66	24" FLOOR SWEEP BROOM	4	No-bid	42.60	No-bid	No-bid	79.20	27.92	42.50	33.56	36.00	No-bid	No-bid	No-bid	No-bid
67	MEDIUM DISPOSABLE POWDER FREE GLOVES	2	23.32	No-bid	105.60	No-bid	39.60	101.20	No-bid	89.00	No-bid	No-bid	94.00	132.00	No-bid
68	SWITCH FOR WINDSOR VSE 1-3 #0517	3	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	40.29	51.00	No-bid	No-bid	No-bid	No-bid
69	Hose for WINDSOR VERSAMATIC VSE 1-3 #1516	3	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	61.20	78.00	No-bid	No-bid	No-bid	No-bid
70	Lower chasis for windsor vse 1-3 #2543	3	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	135.09	144.00	No-bid	No-bid	No-bid	No-bid
	CONSUMABLES														
1	JUMBO JUNIOR TOILET PAPER	390	10,042.50	12,612.60	8,478.60	6,626.10	No-bid	8,677.50	No-bid	8,010.60	7,488.00	8,868.60	7,507.50	7,944.30	No-bid
2	ROLL PAPER TOWELS	285	7,387.20	7,062.30	7,743.45	5,677.20	No-bid	4,864.95	No-bid	6,988.20	7,258.95	8,094.00	8,370.45	7,224.75	No-bid
3	9 X 13" WYPALL TOWELS	25	1,247.50	1,160.00	No-bid	1,119.00	No-bid	1,978.50	No-bid	998.75	713.75	No-bid	1,505.50	1,291.00	No-bid
4	MULTI-FOLD TOWELS	35	591.50	748.30	581.70	530.25	No-bid	596.05	No-bid	690.55	563.50	609.95	651.00	No-bid	No-bid
5	43 X 48" TRASH BAGS	14	358.54	No-bid	421.40	234.50	846.09	293.86	No-bid	272.72	222.46	419.72	No-bid	310.80	No-bid
6	33 X 40" TRASH BAGS	39	802.62	775.71	No-bid	765.18	1,783.47	681.72	No-bid	786.63	710.97	No-bid	No-bid	995.67	No-bid
7	38 X 60" TRASH BAGS	165	4,826.25	4,331.25	5,169.45	4,019.40	No-bid	4,093.65	No-bid	3,450.15	3,861.00	No-bid	3,651.45	3,700.95	No-bid
8	24 X 33" TRASH BAGS	140	3,568.60	3,588.20	No-bid	3,297.00	3,449.25	3,014.20	No-bid	2,003.40	3,141.60	No-bid	No-bid	2,816.80	No-bid
9	PETITE BATH TISSUE, 2 PLY	10	285.00	391.50	301.00	319.20	No-bid	302.30	No-bid	143.10	299.00	321.50	325.60	286.70	No-bid
10	DOUBLE WAXED PAPER BAGS	1	19.16	No-bid	No-bid	No-bid	No-bid	15.53	No-bid	10.87	9.00	No-bid	No-bid	18.20	No-bid
11	HAND CLEANER /SCRUBBERS	6	No-bid	476.10	501.12	No-bid	No-bid	59.94	No-bid	452.46	396.00	No-bid	390.00	476.94	No-bid
12	CONCENTRATED LAUNDRY DETERGENT	6	No-bid	No-bid	No-bid	No-bid	No-bid	289.92	132.50	105.84	100.50	109.20	136.20	121.92	No-bid
13	"D" ALKALINE BATTERY	24	19.20	No-bid	18.00	No-bid	No-bid	241.68	23.52	16.08	14.88	No-bid	No-bid	No-bid	No-bid
14	DOUBLE "A" ALKALINE BATTERY	156	78.00	No-bid	39.00	No-bid	No-bid	1,246.44	No-bid	54.60	43.68	No-bid	No-bid	No-bid	No-bid
15	TRIPLE "A" ALKALINE BATTERY	96	48.00	No-bid	24.00	No-bid	No-bid	763.20	No-bid	34.56	26.88	No-bid	No-bid	No-bid	No-bid
16	9-VOLT ALKALINE BATTERY	60	90.00	No-bid	62.40	No-bid	No-bid	588.00	No-bid	71.40	66.00	No-bid	No-bid	No-bid	No-bid

		Qty	All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville,IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
	CONSUMABLES														
17	"C" ALKALINE BATTERY	160	126.40	No-bid	88.00	No-bid	No-bid	1,611.20	No-bid	104.00	88.00	No-bid	No-bid	No-bid	No-bid
18	URINAL SCREENS	4	5.00	47.52	36.60	No-bid	No-bid	30.36	30.08	27.84	24.80	46.72	42.00	28.84	No-bid
19	CHLORINE BLEACH	5	40.00	51.30	34.00	No-bid	No-bid	52.35	37.50	36.75	33.90	35.50	No-bid	44.05	No-bid
20	PINK LOTION ANTIBACTERIAL SOAP	2	40.02	No-bid	52.20	No-bid	No-bid	31.36	15.36	67.14	39.10	49.56	47.10	No-bid	No-bid
21	INSTANT HAND SANITIZER	4	151.12	No-bid	152.68	147.04	No-bid	129.64	131.84	129.32	102.00	No-bid	140.00	154.08	No-bid
22	OPTIMUM FOAMING PINK LOTION SKIN CLEANSER	170	No-bid	No-bid	5,445.10	No-bid	No-bid	4,790.60	No-bid	8,991.30	5,049.00	No-bid	5,771.50	No-bid	No-bid
23	36" X 58" HIGH STRENGTH TRASH BAGS ON ROLL	6	122.34	105.48	208.20	114.84	No-bid	148.86	No-bid	122.40	114.00	210.06	No-bid	137.28	No-bid
24	43" X 47" TRASH BAGS ON ROLL	2	53.18	31.88	54.40	46.00	No-bid	44.96	No-bid	42.24	36.00	No-bid	No-bid	50.30	No-bid
25	17" X 17" TRASH BAGS ON ROLL	2	30.12	No-bid	No-bid	27.22	No-bid	36.14	No-bid	28.62	28.00	No-bid	No-bid	No-bid	No-bid
26	46" X 50" TRASH BAGS, 2 MIL – 4 MIL THICKNESS ON ROLL	6	198.24	No-bid	No-bid	No-bid	No-bid	154.98	No-bid	135.00	No-bid	No-bid	No-bid	No-bid	No-bid
27	46" X 50" TRASH BAGS, 1.7 MIL THICKNESS ON ROLL	15	495.60	No-bid	No-bid	No-bid	No-bid	387.45	No-bid	337.50	No-bid	No-bid	No-bid	No-bid	No-bid
	PAPER	905 CASES	No-bid	No-bid	No-bid	No-bid	No-bid	No-bid	27,059.50	26,407.90	No-bid	No-bid	No-bid	No-bid	No-bid
									29.90/CS	29.18/CS					
			All-Type Vacuum & Janitorial Supply St. Louis, MO	American Sanitary Supply Evansville,IN	Black & Company Effingham, IL	Cannon Distributing Herrin, IL	Consolidated Plastics Twinsburg, Ohio	Corporate Express St. Louis, MO	Flexpac/Schnaible Zionsville, IN	HP Products Indianapolis, IN	Industrial Soap St. Louis, MO	Mars Sales Centralia, IL	Pro-Tex-All Evansville, IN	Royal Wholesale Mt. Vernon, IL	Universal Inc. Glen Ellyn, IN
	TOTALS		\$37.55		213.40	185.48	0	5,531.57	45.36	18,761.05	12,208.64	84.76	390.00	947.24	0

38405.05

#25 change quantity to 1 case since pack size was double the size we specified.

The following companies submitted lower bids but were rejected for the following reasons:

Equipment

#1	Corporate Express	No information supplied.
	All-Type Vacuum	Does not meet specs on vacuum motor wattage and water lift.
	American Sanitary Supply	No information supplied.
#2	All-Type Vacuum	Does not meet specs on vacuum motor wattage.
	Corporate Express	No information supplied.
	Flexpac/Schnaible	Does not meet specs on vacuum motor.
	American Sanitary Supply	No information supplied.
	Pro-Tex-All	Does not meet specs on vacuum motor.
I #3	Corporate Express	No information supplied.
	American Sanitary Supply	No information supplied.
	All-Type Vacuum	Does not meet specs on air flow, water lift, vacuum motor, and front mount squeegee size.
	Flexpac/Schnaible	No information supplied.
	Pro-Tex-All	Does not meet specs on air flow, water lift, vacuum motor, and front mount squeegee size.
	Industrial Soap	Does not meet specs on front mount squeegee size, and cord length.

Supplies

#11	Corporate Express	No response to bid questions.
	All-Type Vacuum	Pricing was \$11.66 per 100, instead of per 1000 as specified.
	Consolidated Plastics	Pricing was \$19.80 per 100, instead of per 1000 as specified.
#16	Corporate Express	No response to bid questions.
#19	HP Products	They bid the clothes per pound instead of "each" as specified.
#20	HP Products	They bid the towels per pound instead of "each" as specified.
#23	Flexpac/Schnaible	Does not meet specs, latex material not rubber as specified.

#49	Industrial Soap	They bid the wrong item that does not meet specs.
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Supplies

#58	All-Type Vacuum	Pricing was for each piece instead of 12 per case as specified.
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	Mars Sales	Pricing was for each piece instead of 12 per case as specified.
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#64	Corporate Express	No response to bid questions.
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#67	All-Type Vacuum	Pricing was per 100 instead of per 1000 as specified.
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	Consolidated Plastics specified.	Pricing was per 100 instead of per 1000 as specified.
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Consumables

#1	Cannon Distributing	Wrong pack size, they bid 8 rolls per case instead of 12 rolls per case as specified.
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#2	Corporate Express	No sample provided.
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	Cannon Distributing	Wrong pack size, they bid 6 rolls per case instead of 12 rolls per case as specified.
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#4	Cannon Distributing	No sample provided.
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#6	Corporate Express	No sample provided.
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#11	Corporate Express	No response to bid questions.
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#18	All-Type Vacuum	Pricing was for each piece instead of 12 per box as specified
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#23	American Sanitary Supply	No sample provided.
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#24	American Sanitary Supply	No sample provided.
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#25	Cannon Distributing	No sample provided.
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SECTION A
JANITORIAL EQUIPMENT

	<u>DISTRICTWIDE</u> <u>QUANTITY</u>	<u>PER</u> <u>UNIT</u> <u>BID</u>	<u>ITEM</u> <u>TOTAL</u> <u>BID</u>
1. 18" UPRIGHT VACUUM with pull out wand with handle and on board accessory tools (upholstery nozzle, crevice nozzle) 120v, 2 motor-vac-1,000 watt vacuum motor, 200 watt brush motor, weight to be no more than 21 lbs., cable length no less than 40 ft., bag full light; non-slip timing belt w/ electronic overload protection, brush width-16.25", 80" water lift minimum. (FCC 1, OCC 2) – EACH	<u>3</u>	_____	_____
2. 14" UPRIGHT VACUUM with pull out wand with handle and on board accessory tools (upholstery nozzle, crevice nozzle), 120 volt, 2 motor vac – 1,000 watt vacuum motor – 200 watt brush motor, triple layer filter bag, non slip drive belt with electronic overload protection, replaceable brush strip, 40' power cable, weight 20 lbs., bag full light. (WVC 3) – EACH	<u>3</u>	_____	_____
3. 15 GALLON WET/DRY VACUUM Airflow 05 orifice 100 CFM, water lift at sealed orifice 120 inches, 1.6 hp vacuum motor, vacuum motor 10.7 amps, vacuum motor diameter 5.7 inches, 3 stage vacuum motor, vacuum motor 120 volts, vacuum motor 1242 watts, 15 gallon recovery tank capacity, vacuum bag capacity 1/3 bushel, power cord length 50 ft., 10' x 1 1/2" vacuum hose, standard hose drain, one cloth and one paper filter bag, contractor tool kit: dual blend aluminum wand, length 29", width 15 1/2", height 37 1/2", net weight 44 lbs. with the 26" front mount squeegee attachment kit. (OCC 1) – EACH	<u>1</u>	_____	_____

SECTION A GRAND TOTAL

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SECTION B
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
1. 5" x 24" DUST MOP HEADS, high-grade four ply cotton, cut ends, launderable, keyhole square end with snap fasteners, polyester backing for fast drying (OCC 24) – EACH	<u>24</u>	<u> </u>	<u> </u>
2. BOWL MOP, w/ 12" plastic handle 4 1/2", acid resistant polypropylene mop head (FCC 12, WVC 10) – EACH	<u>22</u>	<u> </u>	<u> </u>
3. 28 OZ. DAMP MOP HEAD, large, 5" headband, blend cotton/synthetic, looped ends, double-sewn tail bands, green in color, Zephyr Blend Up #28333 or equivalent, (LTC 24) – EACH	<u>24</u>	<u> </u>	<u> </u>
4. 13" GREEN LIGHT SCRUBBING PADS, 3M #5000 or equivalent, 5 per box (FCC 1) – BOX	<u>1</u>	<u> </u>	<u> </u>
5. 19" BLACK STRIPPING PAD, 3M HI PRO STRIP PAD, #7300, 0.5" thickness, or equivalent, 5 per box, (LTC 2, WVC 4) – BOX	<u>6</u>	<u> </u>	<u> </u>
6. 21" 3M TOPLINE AUTOSCRUBBER PAD, #5000 or equivalent, 1" thickness, green, 5 per box, (OCC 8) – CASES	<u>8</u>	<u> </u>	<u> </u>
7. 13" BLACK STRIPPING PADS, 3M #7200 or equivalent, 5 per box, (FCC 3) - BOX	<u>3</u>	<u> </u>	<u> </u>
8. 20" 3M WHITE SUPER POLISHING PAD, #4100 or equivalent, 1" thickness, 5 per box, (OCC 3, LTC 2, WVC 1) – CASES	<u>6</u>	<u> </u>	<u> </u>
9. REUSABLE RUBBER GLOVES, nitrile flock lined, chemical & abrasion resistant, 18 mm thickness, x-large (FCC 2, LTC 6) – PAIR	<u>8</u>	<u> </u>	<u> </u>
10. BROWN JERSEY KNIT GLOVES, 9 oz., w/ wrist cuff, one size fits all (FCC 36, LTC 24, WVC 24) – PAIR	<u>60</u>	<u> </u>	<u> </u>

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
11. LARGE DISPOSABLE POWDER FREE NITRILE GENERAL PURPOSE GLOVES, 4 mil thickness, length 9 1/2", Impact brand #8644 or equivalent, 100 per box/1,000 per case (OCC 4, WVC 3) –CASE	<u>7</u>	<u> </u>	<u> </u>
12. LAMBS WOOL DUSTER, Duster Cats, part #DUSL360 or equivalent, washable, w/ metal extendable handle to 48" (FCC 6, LTC 6, WVC 8) – EACH	<u>20</u>	<u> </u>	<u> </u>
13. HOSPITAL FILTER FOR WINDSOR VERSAMATIC VSP, part #1875, must fit & work properly (OCC 4) – EACH	<u>4</u>	<u> </u>	<u> </u>
14. BAG FILTERS FOR WINDSOR VERSAMATIC VSP, (PAPER BAG "SENSOR" FILTERS), part #5300, must fit & work properly, 10 per pack (FCC 3, LTC 5, OCC 10) – PACK	<u>15</u>	<u> </u>	<u> </u>
15. O CEDAR MAXI-ANGLER BROOM, 13" wide, 51" long handle (OCC 6, WVC 6) – EACH	<u>12</u>	<u> </u>	<u> </u>
16. LEV-R-MATIC DISPENSER #09706, KIMBERLY CLARK OR EQUIVALENT, steel housing with grey baked enamel finish and smoked transparent front cover of high impact plastic. Dispenses one 8" and one 3.5" diameter roll with 1.5" diameter cores. Features key-activated spring lock or push-button operation, lever-operated dispensing mechanism with adjustable sheet length, and automatic transfer system. (OCC 4) – EACH	<u>4</u>	<u> </u>	<u> </u>
17. TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS, 7 oz., 12 refills per case, TMCA #332960 Mango, must fit Time Mist-Plus Metered Aerosol Dispenser (FCC 2, LTC 4) – CASE	<u>6</u>	<u> </u>	<u> </u>
18. 32 OZ. MEASURING CUPS, polycarbonate in construction, with ounce markings (FCC6, OCC 12) – EACH	<u>18</u>	<u> </u>	<u> </u>
19. COTTON WASHCLOTHS, 11.5" X 11.5" (FCC 50, OCC 100, LTC 200, WVC 40) – EACH	<u>390</u>	<u> </u>	<u> </u>

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
20. COTTON CLOTH HEAVYWEIGHT TERRI TOWEL (FCC 24, OCC 12, WVC 10) – EACH	<u>46</u>	_____	_____
21. TIME MIST OZIUM 3000 AIR SANITIZER, #TMS031 REGULAR fragrance, 12 refills per case - (LTC 4, OCC 8) – CASE	<u>12</u>	_____	_____
22. EXHAUST FILTER for WINDSOR VSE 1-3, part #1534, must fit and work properly, (LTC 6, WVC 6) - EACH	<u>12</u>	_____	_____
23. REUSABLE RUBBER GLOVES, nitrile flock-lined, chemical and abrasion resistant, 28mm thickness, Extra Large (OCC 24) – PAIR	<u>24</u>	_____	_____
24. WASTEBASKET, RECTANGULAR, RUBBERMAID # 2543 or equivalent, 28 1/8 quart, 11 3/8” x 10 1/4” x 15”, brown in color (OCC 6) - EACH	<u>6</u>	_____	_____
25. POWER CABLE FOR WINDSOR VERSAMTIC VSP, part #23011 (LTC 1, WVC 10) – EACH	<u>11</u>	_____	_____
26. TIME MIST-ULTRA CONCENTRATED METERED AIR FRESHENER REFILLS, 7 oz., 12 refills per case, cinnamon, must fit Time Mist-plus Metered Aerosol Dispenser, (LTC 2, FCC 2) – CASE	<u>4</u>	_____	_____
27. 14 QUART PLASTIC BUCKET WITH MOLDED IN GRADUATIONS FOR ACCURATE MEASURING, wide pour spout, Rubbermaid #RCP2614GRA or equivalent. (FCC 3, LTC 3, WVC 6)- EACH	<u>12</u>	_____	_____
28. HEAVY DUTY PLASTIC DUST PAN, Rubbermaid #RCP2005CHA or equivalent (OCC 6, WVC 6) – EACH	<u>12</u>	_____	_____
29. JUMBO JR. TWIN TISSUE DISPENSOR, SEE THROUGH COVER, SLIDING GATE MECHANISM, Georgia Pacific #GPC582-50 or equivalent. (OCC 6, WVC 32) –EACH	<u>38</u>	_____	_____

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
30. PROTECTIVE LINERS FOR STURDY STATION 2, Rubbermaid part #7817 or equivalent, 320 liners per case. (LTC 1) – CASE	<u>1</u>	<u> </u>	<u> </u>
31. 8” CHEMICAL RESISTANT TRIGGER SPRAYER, must fit 24 oz. bottle. (OCC 24, LTC 6, WVC 12) – EACH	<u>42</u>	<u> </u>	<u> </u>
32. 5 GALLON PLASTIC BUCKET WITH BALE (FCC 4, LTC 6,) - EACH	<u>10</u>	<u> </u>	<u> </u>
33. BRUSH FOR WINDSOR VERSAMATIC VSE 1-3, part #2046, (WVC 24) – EACH	<u>24</u>	<u> </u>	<u> </u>
34. CORD WRAP FOR WINDSOR VERSAMATIC VSE 1-3, part #146BL, (WVC 2) - EACH	<u>2</u>	<u> </u>	<u> </u>
34. SPROCKET FOR WINDSOR VERSAMATIC VSE 1-3, part #2025, (WVC 1) - EACH	<u>1</u>	<u> </u>	<u> </u>
35. CIRCUIT BOARD FOR WINDSOR VERSAMATIC VSE 1-3, part #2572 ER, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
36. FILTER FOR WINDSOR VERSAMATIC PLUS, part #1825, (LTC 6) – EACH	<u>6</u>	<u> </u>	<u> </u>
37. 4’ x 6’ CARPETED INDOOR MAT with rubber edges, gray in color, with condensation resistant backing, (WVC 2) - EACH	<u>2</u>	<u> </u>	<u> </u>
38. 4’ X 6’ CARPETED INDOOR MAT with rubber edges, gray in color, with condensation resistant backing, (WVC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>
39. 3’ x 10’ CARPETED INDOOR MAT with rubber edges, red in color, with condensation resistant backing, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
40. 3’ x 10’ CARPETED INDOOR MAT with rubber edges. burgundy in color, with condensation resistant backing, (WVC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
41. MOTOR FOR WINDSOR VERSAMATIC VSE 1-3, part #2241 VE, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
42. ROLLER FOR WINDSOR VERSAMATIC VSE 1-3, part #2030 ER, (WVC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>
43. MOTOR FILTER FOR WINDSOR VERSAMATIC VSE 1-3, part #1044, (WVC 24) – EACH	<u>24</u>	<u> </u>	<u> </u>
44. 44 GALLON ROUND CONTAINER, yellow, Rubbermaid #2643 or equivalent, 24” diameter x 31 ½” high, (LTC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>
45. CADDY BAG, Rubbermaid #2642 or equivalent, yellow, (LTC 4) – EACH	<u>4</u>	<u> </u>	<u> </u>
46. WASTEBASKET, rectangular, Rubbermaid #2956 or equivalent, 28 1/8 quart, 14 3/8 x 10 ¼ x 15, gray in color, (LTC 12) – EACH	<u>12</u>	<u> </u>	<u> </u>
47. WASTEBASKET, rectangular, Rubbermaid #2957 or equivalent, 41 ¼ quart, 15 ¼ x 11 x 19 7/8, gray in color, (LTC 6) – EACH	<u>6</u>	<u> </u>	<u> </u>
48. 44 GALLON ROUND CONTAINER, gray, Rubbermaid #2643 or equivalent, 24” diameter x 31 ½ high, (WVC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>
49. QUIET DOLLY FOR 44 GALLON ROUND CONTAINER, Rubbermaid #2640-43 or equivalent, (FCC 3, WVC 1) – EACH	<u>4</u>	<u> </u>	<u> </u>
50. WASTEBASKET, ROUND, 22 GALLON, 15 ¾ x 30 1/8”, gray, (WVC 4) – EACH	<u>4</u>	<u> </u>	<u> </u>
51. 24 OUNCE PLASTIC SPRAY BOTTLE with quantity graduations, (WVC 12) – EACH	<u>12</u>	<u> </u>	<u> </u>
52. 19” BURNISHING PAD, 3M #3500 or equivalent, 5 per case, (WVC 2) – CASES	<u>2</u>	<u> </u>	<u> </u>

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
53. TIME MIST – ULTRA CONCENTRATED AIR FRESHENER REFILLS, 7 oz, 12 refills per case, baby powder fragrance, must fit Time Mist Metered Aerosol Dispenser, (WVC 5) - CASE	<u>5</u>	<u> </u>	<u> </u>
54. TIME MIST – ULTRA CONCENTRATED AIR FRESHENER REFILLS, 7 oz, 12 refills per case, fresh scent fragrance, must fit Time Mist Metered Aerosol Dispenser, (WVC 5) - CASE	<u>5</u>	<u> </u>	<u> </u>
55. 36” x 60” HEAVY DUTY RUSTPROOF STEEL MAT With 1” x 1” mesh, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
56. 13” x 17” DUSTING CLOTHES, for general dusting, 40 per Bag, Chicapee #0413 or equivalent, (FCC 3, WVC 5) – BAG	<u>8</u>	<u> </u>	<u> </u>
57. TRIPLE VENDOR FEMININE CARE DISPENSER, 25 cents Mechanism, Rochester Midland model J10 or equivalent, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
58. 5” x 24” DUST MOP HEADS, 4 ply cotton/synthetic blend, With snap closures, washable, 12 per case, (WVC 2) – CASE	<u>2</u>	<u> </u>	<u> </u>
59. BLADE KIT to fit Convertamax 26” auto scrubber, p.n. 391342 or equivalent, oil resistant, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
60. BLADE KIT to fit Advance 20” auto scrubber, p.n. 393396 or equivalent, oil resistant, (WVC 1) – EACH	<u>1</u>	<u> </u>	<u> </u>
61. ERGO DUST PAN/Broom, Unger model # EDPBR, or Equivalent, (WVC 5) – EACH	<u>5</u>	<u> </u>	<u> </u>
62. FELT CHALKBOARD, 2” X 5” X 1”, (OCC 36) – EACH	<u>36</u>	<u> </u>	<u> </u>
63. SQUEEGEE BLADES for front mount squeegee kit on 27” Nobles wet/dry vacuum, part #603659 or equivalent, (OCC 2) – EACH	<u>2</u>	<u> </u>	<u> </u>

B (CONTINUED)
 JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
64. SWIFTER DUSTER REFILLS – must fit Swifter Duster Handle #PGC44750, ten dusters per box, 6 boxes per case, (OCC 6) – CASE	<u>6</u>	_____	_____
65. UNGER ORIGINAL STRAP WASHER with handle, part #UNG WC25U, one handle and one washable fabric sleeve, (OCC 2) – EACH	<u>2</u>	_____	_____
66. 24” FLOOR SWEEP BROOM, Weller #1A841, or equivalent, (OCC 4) – EACH	<u>4</u>	_____	_____
67. MEDIUM DISPOSABLE POWDER FREE NITRILE GENERAL PURPOSE GLOVES, 4 mil thickness, length 9 1/2”, Impact brand #8644 or equivalent, 100 per box/1,000 per case (WVC 2) –CASE	<u>2</u>	_____	_____
68. SWITCH for Windsor VSE 1-3, part #0517, (WVC 3) – EACH	<u>3</u>	_____	_____
69. HOSE for WINDSOR VSE 1-3, part #1516, (WVC 3) – EACH	<u>3</u>	_____	_____
70. LOWER CHASIS FOR WINDSOR VERSAMATIC VSE 1-3, part #2543 bl, (WVC 3) – EACH	<u>3</u>	_____	_____

SECTION B GRAND TOTAL

\$ _____

SECTION C
CONSUMABLES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
*1. JUMBO JUNIOR TOILET PAPER, must fit & dispense properly w/ Scott dispenser #B9566, 9675, 9666, 9665, 4" x 1,000 ft., 2 ply, must contain at least 30% recycled content, 12 rolls per case (FCC 50, LTC 160, OCC 110, WVC 70) – CASE	<u>390</u>	<u> </u>	<u> </u>
*2. ROLL PAPER TOWELS, must fit and dispense properly w/ Scott dispenser #9721, 7 7/8" x 600 ft., must contain at least 30% recycled content, 12 rolls per case (FCC 25, LTC 100, OCC 100, WVC 60) – CASE	<u>285</u>	<u> </u>	<u> </u>
*3. 9" x 13" WYPALL TOWELS, must contain at least 30% recycled content, 1,008 per package (LTC 10, FCC 3, OCC 2, WVC 10) – PACKAGE	<u>25</u>	<u> </u>	<u> </u>
*4. MULTI-FOLD TOWELS, 10 1/4" x 11", bleached white, 184 towels per package, 12 packages per case, must contain at least 50% recycled content (FCC 35) – CASE	<u>35</u>	<u> </u>	<u> </u>
*5. 43" x 48" TRASH BAGS, high density, coreless rolls, 200 per case, natural or clear in color, (OCC 14) - CASE	<u>14</u>	<u> </u>	<u> </u>
*6. 33" x 40" TRASH BAGS, 20 micron (min), must be on rolls – not loose, 250 per case (LTC 30, OCC 9) – CASE	<u>39</u>	<u> </u>	<u> </u>
*7. 38" x 60" TRASH BAGS, 22 micron (min), must be on rolls – not loose, 150 per case (FCC 10, LTC 45, OCC 60, WVC 50) – CASE	<u>165</u>	<u> </u>	<u> </u>
*8. 24" x 33" TRASH BAGS, 16 micron (min), must be on rolls – not loose, 500 per case (FCC 25, LTC 30, OCC 50, WVC 35) – CASE	<u>140</u>	<u> </u>	<u> </u>
*9. PETITE BATH TISSUE, 2-PLY, 500 sheets per roll, 3 3/4" x 4.15", 96 rolls per case, (FCC 10) – CASE	<u>10</u>	<u> </u>	<u> </u>

SECTION C (CONTINUED)
CONSUMABLES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
*10. DOUBLE WAXED PAPER BAGS, 9 3/4" x 2 3/4" x 9 7/8", 250 per case (OCC 1) - CASE	<u>1</u>	<u> </u>	<u> </u>
11. HAND CLEANER W/ SCRUBBERS, 8-liter size, must fit Sani-Tuff Industrial Hand Care System dispenser, 2 boxes per case (OCC 4, WVC 2) – CASE	<u>6</u>	<u> </u>	<u> </u>
12. CONCENTRATED LAUNDRY DETERGENT, low suds, 40 lb. bucket with bale, powder (FCC 1, OCC 3, WVC 2) – EACH	<u>6</u>	<u> </u>	<u> </u>
13. "D" ALKALINE BATTERY (LTC 12, OCC 12) – EACH	<u>24</u>	<u> </u>	<u> </u>
14. DOUBLE "A" ALKALINE BATTERY (FCC 24, LTC 36, OCC 24, WVC 72) – EACH	<u>156</u>	<u> </u>	<u> </u>
15. TRIPLE "A" ALKALINE BATTERY (LTC 24, FCC 24, OCC 12, WVC 36) – EACH	<u>96</u>	<u> </u>	<u> </u>
16. 9-VOLT ALKALINE BATTERY (FCC 24, LTC 24, OCC 12) – EACH	<u>60</u>	<u> </u>	<u> </u>
17. "C" ALKALINE BATTERY (LTC 48, OCC 112) – EACH	<u>160</u>	<u> </u>	<u> </u>
18. URINAL SCREENS, flat, cherry scented, protects & deodorizes, molds to the shape of any urinal, 12 per box (WVC 4) – BOX	<u>4</u>	<u> </u>	<u> </u>
19. CHLORINE BLEACH, gallon jugs, 6 per case (FCC 4, OCC 1) – CASE	<u>5</u>	<u> </u>	<u> </u>
20. PINK LOTION ANTI-BACTERIAL SOAP, liquid, gallon bottles, 4 per case (FCC 2) – CASE	<u>2</u>	<u> </u>	<u> </u>
21. INSTANT HAND SANITIZER, 4 ounce bottle with flip cap. (24 per case) (FCC 1, LTC 1, OCC 1, WVC 1) – CASE	<u>4</u>	<u> </u>	<u> </u>

SECTION C (CONTINUED)
CONSUMABLES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
22. OPTIMUM FOAMING PINK LOTION SKIN CLEANSER, 1250 ml size, must fit and work properly win Optimum 1250ml dispenser, 3 units per case (FCC 10, LTC 80, OCC 60, WVC 20) – CASE	<u>170</u>	_____	_____
*23. 36” x 58” HIGH STRENGTH TRASH BAG, must be on a roll, 100 per case. (WVC 6) – CASE	<u>6</u>	_____	_____
*24. 43” x 47” TRASH BAGS, 24 micron (min), must be on rolls – not loose, 100 per case, (WVC 2) – CASE	<u>2</u>	_____	_____
*25. 17” x 17” TRASH BAGS, 8 micron (min), must be on rolls- not loose, 1000 per case, (WVC 2)-CASE	<u>2</u>	_____	_____
*26. 46” x 50” TRASH BAGS, 2 mil – 4 mil thickness on bag, black, must be on rolls not loose, 100 per case, (LTC 6)-CASE	<u>6</u>	_____	_____
*27. 46” x 50” TRASH BAGS, 1.7 mil thickness on bag, black, must be on roll not loose, 100 per case, (LTC-15)-CASE	<u>15</u>	_____	_____
SECTION C GRAND TOTAL			\$ _____

SECTION D
OFFICE COPY PAPER

1. 8.5 X 11" White Copy Paper, 30% recycled content, 20 lb. weight, 500 sheets per ream, 10 reams per case, Brightness of 92. Successful bidder will deliver shipments to each location. There will be deliveries in the following months: July 2007 and November 2007.

Listed below are the locations with quantities indicated for each shipment. Send a one (1) ream Sample to each location**.

****Locations**

Frontier Community College Attn: Galen Dunn 2 Frontier Drive Fairfield, IL 62837	
<u>Deliveries to FCC</u>	
July 2007	75 cases
November 2007	75 cases

Lincoln Trail College Attn: Dan Leggitt 11220 State Highway 1 Robinson, IL 62454	
<u>Deliveries to LTC</u>	
July 2007	95 cases
November 2007	90 cases

Olney Central College Attn: Carl Sager 305 North West Olney, IL 62450	
<u>Deliveries to OCC</u>	
July 2007	120 cases
November 2007	120 cases

Wabash Valley College Attn: Ron Martin 2200 College Drive Mt. Carmel, IL 62863	
<u>Deliveries to WVC</u>	
July 2007	120 cases
November 2007	120 cases

Olney Central College For IECC District Office/Chris Raley 1040 W. St. John's St. Olney, IL 62450	
<u>Deliveries to OCC</u>	
July 2007	45 cases
November 2007	45 cases

PER	ITEM	TOTAL
DISTRICTWIDE	UNIT	BID
<u>QUANTITY</u>	<u>BID</u>	<u>BID</u>
905 CASES	_____	_____

SECTION D GRAND TOTAL \$ _____

NOTE:

- We reserve the right to award bids to vendor(s) by section, by each item or for total package.
- The college district reserves the right to negotiate any or all janitorial bids. The negotiations will include all costs and will proceed until the Board of Trustees has determined that it has found suitable equipment and supplies. Therefore, the bids received will not be the sole determinate in identifying our janitorial equipment and supplies for the district.
- We require on-site delivery of specified quantity to each campus. Quantities by campus are noted in specifications and must be delivered to the following addresses:

(FCC) Frontier Community College
Attn: Galen Dunn
2 Frontier Drive
Fairfield, IL 62837

(LTC) Lincoln Trail College
Attn: Dan Leggitt
11220 State Highway 1
Robinson, IL 62454

(OCC) Olney Central College
Attn: Carl Sager
305 North West
Olney, IL 62450

(WVC) Wabash Valley College
Attn: Ron Martin
2200 College Drive
Mt. Carmel, IL 62863

IMPORTANT: Vendors must ship COMPLETE quantities as specified for each item at the same time- do not ship partial orders.

- Bids submitted must meet specifications; substitutions will not be accepted.
- Vendors must submit manufacturer's spec sheet on each item bid.
- Please submit descriptive brochures, etc. on items bid
- Vendor(s) are required to submit with their bid the manufacturer of each item.
- All products bid must be manufactured within the past 3 years.

***We must receive samples at each location on items #1 – 10 and #23-27 CONSUMABLES at least 14 days prior to bid opening. Samples should be labeled to match bid item number.**

ALL FREIGHT, DELIVERY AND FUEL SURCHARGES ARE INCLUDED IN BID. OUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN FIRM FOR A PERIOD OF AT LEAST SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____ DATE _____

FAX NUMBER _____

NOTE: Please submit bid in duplicate.

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Catalog
DATE: July 17, 2007

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

The Bid Committee recommends acceptance of the low bid received that meets all specifications from **United Graphics, Inc.** located in Mattoon, IL for **5,000 copies** for a total bid of **\$10,859.39**.

Respectfully submitted,

Terry Bruce
Harry Hillis, Jr.
Pam Schwartz

Source of Funds: Educational and Auxiliary Funds

Department: IECC District wide

Rationale for Purchase: Our current college catalog expires in 2007.

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

IECC Catalog
Bid Tabulation Sheet

Vendors	Creasey Printing Services Springfield, IL		Phillips Brothers Printers Springfield, IL		Sheridan Books Ann Arbor, Michigan		The Moore Store Amherst, NY		United Graphics Mattoon, IL	
Copies	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000	5,000	10,000
	\$12,215.00	\$19,807.00	\$12,228.00	\$18,022.00	\$11,789.00	\$18,573.00	\$21,150.00	\$30,400.00	\$10,859.39	\$17,995.95
Additional Pages:	+8 = \$300.00	+8 = \$350.00	+375.00	+562.00					+4 = \$136.20	+4 = \$272.40
Fewer Pages:	-8 = \$300.00	- 8 = \$350.00	-99.00	-150.00					-4 = \$350.71	-4 = \$401.42
Alteration Charges:	AA Charge. \$20 per text page at digital blue-line proofs. Typesetting, if needed, will be \$75.00 per hour		\$17.50/pg	\$17.50 pg					Varies	Varies
Each Halftone:	N/C if on disk		\$15.00	\$15.00					The 27 halftones mentioned in the "Prepress Info" are included in the base price. Otherwise \$8.50 each	
Alteration Charges:	\$15.00 each, to rescan halftones.		\$75.00/hr	\$75.00/hr					Varies	Varies
Cover Stock:	80# productolith gloss for both		Matrix Gloss Cover						\$360.00 (amount included in bid)	\$720.00 (amount included in Bid)
Text Stock:	50# Williamsburg offset for both		Whitehall Offset						\$5,142.00 (amount included in bid)	\$10,284.00 (amount included in bid)
Misc.			Bid Allows 8.375 x 10.875 with bleeds		Shipping costs not included in bid total					

ILLINOIS EASTERN COMMUNITY COLLEGES

BID SPECIFICATIONS

Catalog

Quantity	5,000 total copies printed (total equals 219 plasticoil and 4,781 perfect bound copies): 1,225 perfect bound copies plus 17 plasticoil copies for Frontier Community College; 1,212 perfect bound copies plus 30 plasticoil copies for Lincoln Trail College; 1,162 perfect bound copies plus 80 plasticoil copies for Olney Central College; 1,182 perfect bound copies plus 60 plasticoil copies for Wabash Valley College; and 32 plasticoil copies for District Office (see "Binding Info" below).
--OR--	
Quantity	10,000 total copies printed (total equals 219 plasticoil and 9,781 perfect bound copies): 2,475 perfect bound copies plus 17 plasticoil copies for Frontier Community College; 2,462 perfect bound copies plus 30 plasticoil copies for Lincoln Trail College; 2,412 perfect bound copies plus 80 plasticoil copies for Olney Central College; 2,432 perfect bound copies plus 60 plasticoil copies for Wabash Valley College; and 32 plasticoil copies for District Office (see "Binding Info" below).
Page Count	292 pages plus inside and outside cover information
Page size	8 ½" x 11"
Prepress info	Outside front and back (1 & 4) covers are in Photoshop format with color photos and graphics, white text on navy (Pantone 654C) and olive green (Pantone 5767C) background with full bleed. Perfect bound spine is in Photoshop format (white text on olive green (Pantone 5767C)). The divider pages are in Illustrator format and will have full-bleed (gray) with graphic (gray, black, and white) and text (black). Inside front and back covers (2 & 3) are in Word format. Title page is in Illustrator format. Printing company will produce halftones for approximately 27 photos. Upon request from printer, photos can be inserted into camera-ready copy. All files, including photos, will be submitted to printer on CD (PC format).
Text Stock	50# Offset Standard (Husky or Springhill or Williamsburg)
Cover Stock	80# Enamel; #2 Brightness
Text Ink	Black
Cover Ink	Outside cover (1 & 4) text in white; front cover (1) will have full bleed in Pantone 654C = navy, Pantone 5767C = olive green, and white with some additional transparency in full bleed. Front cover (1) will have 4-color process photos. Back cover (4) will have full bleed in Pantone 5767C (olive green) with white text; perfect bound spine will be in Pantone 5767C (olive green). Inside cover (2 & 3) text in black.
Divider Pages	20 pages; full-bleed (gray with horizontal black line); text (black); graphic (gray, black, and white); text stock
Photos	All photos (27) must be at least 133 line screen. Approximately 22 black and white photos on text pages; 5 color photos on front (1) cover.
Proofs	Dylux proof of text (made up into folded catalog form) with pictures and matchprint color proof of cover. Bid should include charges for alterations requested by colleges on dylux proof. If revisions are necessary, a second dylux proof of text and/or matchprint color proof (to verify changes) of cover must be submitted to the district coordinator, at no charge, for approval prior to platemaking. The district coordinator must be provided a minimum of three (3) full business days from receipt of proofs to review each dylux proof and/or matchprint color proof. Faxed proofs will not be accepted.
Binding Info	Trim and perfect bind 4,781 copies (perfect bound spine will be in Pantone 5767C = olive green to match front (1) and back (4) covers - white text); Trim and plasticoil (white) bind 219 copies (see "Quantity" above).
Packing Info	Cartons are not to exceed 40 pounds. Plasticoil-bound copies will be packaged separately with boxes clearly labeled "Plasticoil Copies."

Delivery Info	Freight paid by printing company, boxed, and quantity specified (see “Quantity” above) delivered to the Student Services Office at each college and thirty-two (32) plasticoil copies will be delivered to the Institutional Development Office at the District Office. Plasticoil-bound copies will be packaged separately with boxes clearly labeled as such (see “Packing Info” above). Contact each college and District Office at least 24 hours prior to delivery date and time. Printed catalog should be delivered no later than September 14, 2007. Delivery addresses and phone numbers are listed below.
Copy Date	Camera-ready copy will be delivered to printer by July 26, 2007.
Billing Info	Send invoice to IECC District Accounts Payable Office, 233 E. Chestnut St., Olney, IL 62450-2601. There will be no allowance or payment for overruns.

Bids must also include samples of the cover and text paper stocks to be used in the printing, and a sample of catalogs produced for other colleges (not IECC information) or organizations.

Price, dependability, and quality of work will be considered. No work shall be subcontracted without IECC first authorizing the same.

Paper stocks used on final printing will be tested for brightness.

For questions regarding this project, call Pam Schwartz, District Coordinator, at 618/393-2982 or toll-free 866/529-4322, ext. 5540.

Ship To:

Frontier Community College
Student Services Office
2 Frontier Drive
Fairfield, IL 62837-2601
618/842-3711
Toll free: 877/464-3687

Olney Central College
Student Services Office
305 North West Street
Olney, IL 62450-1099
618/395-7777
Toll free: 866/622-4322

Lincoln Trail College
Student Services Office
11220 State Highway 1
Robinson, IL 62454-5707
618/544-8657
Toll free: 866/582-4322

Wabash Valley College
Student Services Office
2200 College Drive
Mt. Carmel, IL 62863-2699
618/262-8641
Toll free: 866/982-4322

District Office
Institutional Development Office
233 East Chestnut Street
Olney, IL 62450-2601
618/393-2982
Toll free: 866/529-4322

ILLINOIS EASTERN COMMUNITY COLLEGES
 BID SHEET
 Catalog

	Base Price 5,000 Copies	Base Price 10,000 Copies
Additional Pages:		
Fewer Pages:		
Alteration Charges:		
Each Halftone:		
Alteration Charges:		
Cover Stock:		
Text Stock:		

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

Company Name: _____

Address: _____

Telephone: _____ Fax No. _____

Email: _____

Sample Included: _____

Date: _____

Signature: _____

Print Signature Name: _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

TO: Board of Trustees
 FROM: Bid Committee
 SUBJECT: Bid Recommendation – Computers, Monitors & Projectors
 DATE: July 17, 2007

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

The Bid Committee recommends acceptance of the bids listed below that were the low bids to meet all specifications:

VENDORS	DESCRIPTION	QTY	UNIT	BID
Grace Computers Round Rock, TX	#1 Pentium D Desktop Computers	16	\$641.05	\$10,256.80
Tiger Direct Naperville, IL	17" Flat Panel Monitors	9	148.99	1,340.91
	19" Flat Panel Wide Screen Monitors	18	169.99	3,059.82
	19" Flat Panel Wide Screen Monitors with height adjustable stand	3	199.99	599.97
Dell Computers Round Rock, TX	17" Flat Panel Monitors with height adjustable stand	29	169.00	4,901.00
	Intel core 2 Duo T7200 Notebooks	8	1,393.00	11,144.00
	Intel core 2 Duo ULV U7600 Notebooks	1	1,692.30	1,692.30
	Portable Projectors w/carrying case	3	912.00	2,736.00
	Projector Replacement Lamps	3	199.00	597.00
Audio CIM Visual Evansville, IN	Sharp Projectors with ceiling mount kit	7	1,604.00	11,228.00
	Sharp Projectors with carrying case	3	1,538.00	4,614.00
	Replacement Lamps for Sharp Projectors	9	325.00	2,925.00
TOTAL				\$55,094.80

A bid tabulation sheet is attached.

The lower bids received from Dell Computers for the projectors (bids of \$1126 and \$912) did not meet specifications as they bid only a 1 computer input , we specified 2 and only a 260 watt lamp, we specified a 350 watt lamp.

Respectfully submitted,

Terry Bruce
 Alex Cline
 Harry Hillis, Jr.

Source of Funds: Various

Department: Various

Rationale for Purchase: Replacements/Upgrades

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

**COMPUTERS, MONITORS & PROJECTORS
 BID TABULATION SHEET
 JULY 2007**

DESCRIPTION	QTY	Audio CIM Visual Columbus, IN	CDW Vernon Hills, IL	Charley Robinson, IL	Dell Computers Round Rock, TX	Gateway Companies N. Sioux City, SD	Grace Computers Salt Lake City, UT	Quill Corp., Lincolnshire, IL	Tiger Direct Naperville, IL
DESKTOPS: Pentium D 3.40 #1	Single Unit 2-25 26-50 51+		\$1315.79 1315.79 1299.00 1299.00	\$685.00 685.00 685.00 685.00	\$704.35 704.35 704.35 704.35		\$656.69 641.05 633.40 629.15		\$774.46 766.16 758.05 750.12
Intel Core 2 Duo 2.40 GHz #2	Single Unit 2-25 26-50 51+		1543.53 1543.53 1529.00 1529.00	741.00 741.00 741.00 741.00	795.02 795.02 795.02 795.02		719.29 703.35 695.39 690.65		914.38 904.55 894.93 885.53
Intel Core 2 Duo 2.66 GHz #3	Single Unit 2-25 26-50 51+		1860.80 1860.80 1839.00 1839.00	854.00 854.00 854.00 854.00	897.43 897.43 897.43 897.43		859.61 842.98 834.33 828.94		1026.89 1015.82 1005.00 994.41
MONITORS: 17" FLAT PANEL	Per Unit 2-25 26-50 51+		155.00 155.00 154.00 150.00		169.00 169.00 169.00 169.00			\$189.00 189.00 184.00 180.00	149.99 148.99 148.49 147.50
17" FLAT PANEL WIDE SCREEN	Per Unit 2-25 26-50 51+				170.00 170.00 170.00 170.00			199.00 192.00 186.00 182.00	149.99 148.99 148.49 147.50
17" FLAT PANEL w/height adjustable stand	Per Unit 2-25 26-50 51+		248.83 248.83 247.00 244.50		169.00 169.00 169.00 169.00				199.99 197.99 197.49 196.99
17" FLAT PANEL WIDE SCREEN w/height adjustable stand	Per Unit 2-25 26-50 51+								
19" FLAT PANEL	Per Unit 2-25 26-50 51+		180.83 180.83 179.00 177.00		209.00 209.00 209.00 209.00			269.00 255.00 246.00 238.00	159.99 159.99 159.49 158.99
19" FLAT PANEL WIDE SCREEN	Per Unit 2-25 26-50 51+				180.00 180.00 180.00 180.00			269.00 248.00 242.00 234.00	169.99 169.99 169.49 168.99

DESCRIPTION	QTY	Audio CIM Visual Columbus, IN	CDW Vernon Hills, IL	Charley Robinson, IL	Dell Computers Round Rock, TX	Gateway Companies N. Sioux City, SD	Grace Computers Salt Lake City, UT	Quill Corp., Lincolnshire, IL	Tiger Direct Naperville, IL
MONITORS: 19" FLAT PANEL w/ Adjustable stand	Per Unit 2-25 26-50 51+		\$307.91 307.91 306.00 301.90		\$209.00 209.00 209.00 209.00				\$239.99 239.99 238.99 238.49
19" FLAT PANEL WIDE SCREEN w/ Adjustable stand	Per Unit 2-25 26-50 51+				204.00 204.00 204.00 204.00				199.99 199.99 198.99 189.99
NOTEBOOKS: Intel core 2 Duo T7200	Per Unit 2-25 26-50 51+		2262.00 2262.00 2250.00 2250.00		1393.00 1393.00 1393.00 1393.00	1464.00 1464.00 1464.00 1464.00			1949.88 1907.49 1886.98 1866.90
Intel core 2 Duo ULV Processor U7600	Per Unit 2-25 26-50 51+		2169.00 2169.00 2140.00 2140.00		1692.30 1692.30 1692.30 1692.30	\$1749.00 1749.00 1749.00 1749.00			2145.05 2121.74 2098.92 2076.60
PROJECTORS: Sharp with Ceiling Mount Kit	Per Unit 2-4 5-9 10+	1604.00 1604.00 1604.00 1604.00			1126.00 1126.00 1126.00 1126.00				
Sharp with Carrying Case	Per Unit 2-4 5-9 10+	1538.00 1538.00 1538.00 1538.00			912.00 912.00 912.00 912.00				
Replacement Lamp for Sharp Projectors	Per Unit 2-4 5-9 10+	325.00 325.00 325.00 325.00							
Dell Portable Projector w/Carrying Case	Per Unit 2-4 5-9 10+	1287.00 1287.00 1287.00 1287.00			912.00 912.00 912.00 912.00				
Replacement Lamp for Dell Projector	Per Unit 2-4 5-9 10+	404.00 404.00 404.00 404.00			199.00 199.00 199.00 199.00				

DESKTOP COMPUTER SPECIFICATIONS #1

<i>COMPUTER SYSTEM COMPONENT</i>	<i>REQUIRED SPECIFICATION</i>			<i>BIDDER PROPOSED</i>	
Processor and Motherboard	Intel Pentium D 3.40GHz 800MHz FSB. Genuine Intel Motherboard (HP, Gateway, and Dell are acceptable) with at least 1 PCIe slot				
Hard Drive	Minimum 80GB 7200 RPM SATA				
Memory	2 GB RAM with available expansion slot(s)				
Video Card	Integrated Graphics with up to 128 MB Dynamic Video Memory or 128 MB PCIe video card				
Optical Drive	48X32 CDRW/DVD Combo, DVD software, and CD creation software				
Sound Card	Integrated Sound Blaster compatible audio				
Speakers	No speakers				
Keyboard	USB 104 Key Enhanced				
Mouse	Microsoft USB Optical with scroll wheel				
Network Card	Integrated 10/100/1000 Twisted Pair Ethernet				
External Ports	6 High Speed (480Mbs) USB 2.0 Ports (2 front – upper ½ of case, 4 rear) 1 Parallel 1 Headphone jack, 1 Microphone jack (front - upper ½ of case)				
Case	Black Mini-Tower Chassis with an open design for easy serviceability				
Operating System	Microsoft Windows XP Professional with most recent Service Packs installed (NTFS format)				
	Single Unit	2-25	26-50	51+	
Base Unit Pricing* (monitor not included)	\$	\$	\$	\$	

DESKTOP COMPUTER SPECIFICATIONS #2

<i>COMPUTER SYSTEM COMPONENT</i>	<i>REQUIRED SPECIFICATION</i>	<i>BIDDER PROPOSED</i>
Processor and	Intel Core 2 Duo 2.40 GHz processor	

Motherboard	minimum 1066 MHz FSB Genuine Intel Motherboard (HP, Gateway, and Dell are acceptable) with at least 1 PCIe slot			
Hard Drive	Minimum 80GB 7200 RPM SATA			
Memory	2 GB RAM with available expansion slot(s)			
Video Card	Integrated Graphics with up to 128 MB Dynamic Video Memory or 128 MB PCIe video card			
Optical Drive	48X32 CDRW/DVD Combo, DVD software, and CD creation software			
Sound Card	Integrated Sound Blaster compatible audio			
Speakers	No speakers			
Keyboard	USB 104 Key Enhanced			
Mouse	Microsoft USB Optical with scroll wheel			
Network Card	Integrated 10/100/1000 Twisted Pair Ethernet			
External Ports	6 High Speed (480Mbs) USB 2.0 Ports (2 front – upper ½ of case, 4 rear) 1 Parallel 1 Headphone jack, 1 Microphone jack (front - upper ½ of case)			
Case	Black Mini-Tower Chassis with an open design for easy serviceability			
Operating System	Microsoft Windows XP Professional with most recent Service Packs installed (NTFS format)			
	Single Unit	2-25	26-50	51+
Base Unit Pricing* (monitor not included)	\$	\$	\$	\$

DESKTOP COMPUTER SPECIFICATIONS #3

<i>COMPUTER SYSTEM COMPONENT</i>	<i>REQUIRED SPECIFICATION</i>			<i>BIDDER PROPOSED</i>	
	Single Unit	2-25	26-50	51+	
Processor and Motherboard	Intel Core 2 Duo 2.66 GHz processor minimum 1066 MHz FSB Genuine Intel Motherboard (HP, Gateway, and Dell are acceptable) with at least 1 PCIe slot				
Hard Drive	Minimum 120GB 7200 RPM SATA				
Memory	2 GB RAM with available expansion slot(s)				
Video Card	128 MB PCIe video card				
Optical Drive	48X32 CDRW/DVD Combo, DVD software, and CD creation software				
Sound Card	Integrated Sound Blaster compatible audio				
Speakers	No speakers				
Keyboard	USB 104 Key Enhanced				
Mouse	Microsoft USB Optical with scroll wheel				
Network Card	Integrated Gigabit (10/100/1000)				
External Ports	6 High Speed (480Mbs) USB 2.0 Ports (2 front – upper ½ of case, 4 rear) 1 Parallel 1 Headphone jack, 1 Microphone jack (front - upper ½ of case)				
Case	Black Mini-Tower Chassis with an open design for easy serviceability				
Operating System	Microsoft Windows XP Professional with most recent Service Packs installed (NTFS format)				
Base Unit Pricing* (monitor not included)	\$	\$	\$	\$	

* Vendor agrees to honor quantity pricing based on the total number of desktops ordered regardless of specification.

COMPUTER MONITOR SPECIFICATIONS

Monitors: Black, LCD monitors should be supported by the standard or optional video card. (Monitors will be purchased independent of computers.) **	Per Unit	2-25	26-50	51+
17" Flat Panel LCD Monitor .264 mm pixel pitch minimum	\$	\$	\$	\$
17" Flat Panel LCD Wide-Screen Monitor .264 mm pixel pitch minimum	\$	\$	\$	\$
17" Flat Panel LCD Monitor .264 mm pixel pitch minimum <u>with height adjustable stand</u>	\$	\$	\$	\$
17" Flat Panel LCD Wide-Screen Monitor .264 mm pixel pitch minimum <u>with height adjustable stand</u>	\$	\$	\$	\$
19" Flat Panel LCD Monitor .294 pixel pitch minimum	\$	\$	\$	\$
19" Flat Panel LCD Wide-Screen Monitor .294 pixel pitch minimum	\$	\$	\$	\$
19" Flat Panel LCD Monitor .294 pixel pitch minimum <u>with height adjustable stand</u>	\$	\$	\$	\$
19" Flat Panel LCD Wide-Screen Monitor .294 pixel pitch minimum <u>with height adjustable stand</u>	\$	\$	\$	\$

** Vendor agrees to honor quantity pricing based on total number of monitors ordered regardless of specifications.

NOTEBOOK COMPUTER SPECIFICATIONS #1

<i>COMPUTER SYSTEM COMPONENT</i>	<i>REQUIRED MINIMUM SPECIFICATION</i>	<i>BIDDER PROPOSED</i>		
Screen	15.4" WSXGA+ TFT Active Matrix			
Processor	Intel® Core™ 2 Duo T7200 (2.00GHz, 4MB L2 Cache, 667MHz FSB)			
Memory	2GB DDR2 SDRAM at 667MHZ,			
Video	128MB ATI or NVIDIA video Card			
Hard Drive	80 GB 7200 RPM SATA			
Optical	CD-RW/DVD Drive (Integrated) with CD creation software and DVD viewing software			
Multimedia Package	Integrated sound and stereo speakers, internal microphone, headphone/speaker jack, line-in, and microphone jacks			
Keyboard	Full size			
Mouse	Touch pad or In-Keyboard Pointing Device and USB external optical mouse with scroll wheel			
Operating System	Microsoft Windows XP Professional with most recent Service Pack installed (NTFS format) Microsoft Windows Vista capable			
Expansion Slot	One Type II PC Card Slot			
Power	Lithium Ion Primary Battery (Minimum of 8-Cell) with AC pack			
External Ports	4 USB 2.0, VGA			
Modem	V.92 56K, integrated			
Network Adapter	Ethernet 10/100/1000, integrated			
Wireless Network Adapter	54g WLAN, IEEE 802.11b, 802.11g			
Carrying Case	Basic Carrying Case			
Certifications	FCC Class B, UL, and CSA Certified			
Weight	Maximum 7 lbs. total system weight			
Warranty	3 year on-site and accidental damage protection. See Warranty and Support section below			
	Single Unit	2-25	26-50	51+
Base Unit Pricing	\$	\$	\$	\$

NOTEBOOK COMPUTER SPECIFICATIONS #2

<i>COMPUTER SYSTEM COMPONENT</i>	<i>REQUIRED MINIMUM SPECIFICATION</i>	<i>BIDDER PROPOSED</i>		
Screen	12.1" WSXGA+ TFT Active Matrix			
Processor	Intel® Core™ 2 Duo ULV Processor U7600 (1.20GHz, 533MHz FSB, 2MB L2 Cache)			
Memory	2GB DDR2 SDRAM at 667MHZ,			
Video	Integrated Intel® Graphics Media Accelerator 950, 945GM Chipset			
Hard Drive	80 GB 7200 RPM SATA			
Optical	CD-RW/DVD Drive (Integrated) with CD creation software and DVD viewing software			
Multimedia Package	Integrated sound and stereo speakers, internal microphone, headphone/speaker jack, line-in, and microphone jacks			
Keyboard	Full size			
Mouse	Touch pad or In-Keyboard Pointing Device and USB external optical mouse with scroll wheel			
Operating System	Microsoft Windows XP Professional with most recent Service Pack installed (NTFS format) Microsoft Windows Vista capable			
Expansion Slot	One Type II PC Card Slot			
Power	Lithium Ion Primary Battery (Minimum of 9-Cell) with AC pack			
External Ports	2 USB 2.0, VGA			
Modem	V.92 56K, integrated			
Network Adapter	Ethernet 10/100/1000, integrated			
Wireless Network Adapter	54g WLAN, IEEE 802.11b, 802.11g			
Carrying Case	Basic Carrying Case			
Certifications	FCC Class B, UL, and CSA Certified			
Weight	Maximum 5 lbs. total system weight			
Warranty	3 year on-site and accidental damage protection. See Warranty and Support section below			
	Single Unit	2-25	26-50	51+
Base Unit Pricing	\$	\$	\$	\$

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 Notebooks must include “accidental damage protection” coverage.

All hardware shall be Windows Vista compatible. Current drivers and updates must be applied to the installed OS prior to delivery.

Failure to give detailed explanation/documentation, including pictures, 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 six weeks from the date quotation is received by Illinois Eastern Community Colleges.

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

LCD PROJECTOR MINIMUM SPECIFICATIONS:

Item 1: Projector with Ceiling Mount Kit

Model: Sharp XG-MB67X-L Multimedia Projector or equivalent
Resolution: true XGA (1024x 768), compressed SXGA+ (1400 x 1050)
Brightness: 3000 Lumens

Compatibilities: SXGA, XGA, SVGA, VGA; PAL/PAL-M/PAL-N/SECAM/NTSC/NTSC4.43
 Sound Output: 2 watt mono
 Remote Control: IR Remote
 Lamp Life: 2000 hours
 Inputs: 2 Computer, Composite Video (RCA), S-Video, Audio (RCA)
 Outputs: Computer, Audio,
 Other Connections: USB, RS 232 Serial, RJ-45
 Projection Lamp: 350W User Replaceable
 Warranty: 3 year parts and labor; 90 days lamp

Included Accessories

Appropriate Ceiling Mount Kit
 2'x2' Adjustable False Ceiling Plate
 Ceiling Extension Tubes
 Audio/Video/15-pin computer
 Cable extension, minimum 50'

Total - Item 1 Per Unit _____ 2-4 Units _____ 5-9 Units _____ 10+ _____

Item 2: Projector with Carrying Case

Model: Sharp XG-MB67X-L Multimedia Projector or equivalent
 Resolution: true XGA (1024x 768), compressed SXGA+ (1400 x 1050)
 Brightness: 3000 Lumens
 Compatibilities: SXGA, XGA, SVGA, VGA; PAL/PAL-M/PAL-N/SECAM/NTSC/NTSC4.43
 Sound Output: 2 watt mono
 Remote Control: IR Remote
 Lamp Life: 2000 hours
 Inputs: 2 Computer, Composite Video (RCA), S-Video, Audio (RCA)
 Outputs: Computer, Audio,
 Other Connections: USB, RS 232 Serial, RJ-45
 Projection Lamp: 350W User Replaceable
 Warranty: 3 year parts and labor; 90 days lamp

Included Accessories

Travel Case with Wheels

Total - Item 2 Per Unit _____ 2-4 Units _____ 5-9 Units _____ 10+ _____

Item 3: Replacement Lamp for Sharp XG-MB67X-L Multimedia Projector

Model: AN-XR20L2 or AN-XR20L2/1275 Watt DC type (end-user replaceable)

Total - Item 3 Per Unit _____ 2-4 Units _____ 5-9 Units _____
 10+ _____

Item 4: Portable Projector with Carrying Case

Model: Dell 2400MP Multimedia Projector or equivalent
Resolution: true XGA (1024x 768), compressed SXGA+ (1600x1200)
Brightness: 3000 Lumens
Compatibilities: NTSC, PAL-B/G, PAL-N, PAL-M, PAL-I, NTSC 4.43, PAL-D, SECAM L, PAL-H, SECAM K1, SECAM D/K, SECAM B/G
Sound Output: 2 watt mono
Remote Control: IR Remote
Lamp Life: 2000 hours
Inputs: RGB, S-Video, composite video, component video
Expansion: 1 x composite video input - RCA | 1 x S-video input - 4 pin mini-DIN | 1 x audio line-in - mini-phone stereo 3.5 mm | 1 x audio line-out - mini-phone stereo 3.5 mm | 1 x component video / RGB input - 15 pin HD D-Sub (HD-15) | 1 x VGA output - 15 pin HD D-Sub (HD-15) | 1 x USB - 4 pin USB Type B | 1 x serial RS-232 (management)
Outputs: RGB
Projection Lamp: 260 Watt
Warranty: 3 year parts and labor; 90 days lamp

Included Accessories

Hard Carry Case

Total - Item 4 Per Unit_____ 2-4 Units_____ 5-9 Units_____ 10+_____

Item 5: Replacement Lamp for Dell 2400MP Multimedia Projector

Part Number: Manufacturer Part# GF538, Dell Part# 310-7578

Total - Item 5 Per Unit_____ 2-4 Units_____ 5-9 Units_____ 10+_____

PROJECTORS

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 Years parts/labor, 90 day lamp warranty and emergency overnight exchange while under warranty.

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.

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Software
DATE: July 17, 2007

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

The Bid Committee recommends acceptance of the low bids received that meet all specifications listed below:

Dell Marketing, Round Rock, TX

		<u>Qty.</u>	<u>Unit</u>	<u>Total</u>
Item #1	Microsoft Campus Agreement Desktop Bundle	483	45.70	\$22,073.10
Item #2	Standard Server License	50	34.85	1,742.50
Item #3	Enterprise Server License	4	113.50	<u>454.00</u>
			Total	\$24,269.60

Respectfully submitted,

Terry Bruce
Alex Cline
Harry Hillis, Jr.

Source of Funds:

Department: Information Technology/District wide

Rationale for Purchase:

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

SOFTWARE
 BID TABULATION
 JULY 2007

Vendors		Charley, Inc. Robinson, IL	CDW Vernon Hills, IL	Dell Round Rock, TX	Softchoice Chicago, IL	Softmart Gov. Services Downington, PA	Tiger Direct Raleigh, NC
Item #1 Bundle	Per Unit Total	\$48.75 23,546.25	\$49.46 23,889.18	\$45.70 22,073.10	\$48.20 23,280.60	\$48.20 23,280.60	\$51.02 24,643.39
Item #2 Standard Server License	1-10 11-20- 21-30 31+	39.00 39.00 39.00 39.00	37.00 37.00 37.00 37.00	34.85 34.85 34.85 34.85	36.77 36.77 36.77 36.77		47.78 47.25 46.74 46.24
Item #3 Enterprise Server License	1-10 11-20- 21-30 31+	127.00 127.00 127.00 127.00	126.00 126.00 126.00 126.00	113.50 113.50 113.50 113.50	120.75 120.75 120.75 120.75		153.33 151.65 150.00 148.39

SOFTWARE BID SPECIFICATIONS:

Item 1

Microsoft Campus Agreement Desktop Bundle - Annual Software Subscription

Bundle must include: Office and Windows O/S upgrades and the Core Client Access Licenses (CAL) (Windows Server CAL, Exchange Server CAL, SharePoint Server CAL and Systems management CAL.

IECC's FTE counts are listed below:

Per Unit

Total

117 full-time faculty, 265 part-time faculty, 213 full-time staff, 129 part-time staff

$117 + 265/3 + 213 + 129/2 = 483 \text{ FTE}$

483 FTE x

_____ = _____

Item 2

Unit Cost

Microsoft Campus Agreement - Annual Software Subscription Windows 2003 Standard Server License (Based on 483 FTE)	1-10	11-20	21-30	31+
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Item 3

Unit Cost

Microsoft Campus Agreement - Annual Software Subscription Windows 2003 Enterprise Server License (Based on 483 FTE)	1-10	11-20	21-30	31+
---	------	-------	-------	-----

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. Manufacturer's software warranty shall apply.

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 six weeks from the date quotation is received by Illinois Eastern Community Colleges.

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – Greenhouse Foundation, Mechanical & Electrical Work - Lincoln Trail College

DATE: July 17, 2007

Based upon the bid tabulation listed below and also the recommendation from Marion Poggas the Bid Committee recommends acceptance of the low bid received from **Kieffer Bros. Construction** in Mt. Carmel, Illinois for a total bid of **\$85,300.00**.

Foundation, Mechanical & Electrical Work Bid Tabulation						
Vendor	Bid Security	Addendum No. 1	Base Bid	Alt. Bid No. G-1 Cut opening in wall of existing bldg. & provide new door, frame & hardware ADD	Alt. Bid No. G-2 Concrete slab & perimeter grade beam for walk-in cooler ADD	TOTAL for Base Bid and G-1 and G-2 Alternates
Kieffer Bros. Construction Company Mt. Carmel, IL	5% Bid Bond	Yes	\$78,500.00	\$4,300.00	\$2,500.00	\$85,300.00
Illini Builder Company of Olney Olney, IL	Cashier's check \$3,824.05	Yes	\$76,481.00	\$6,301.00	\$5,875.00	\$88,657.00

Respectfully Submitted,

Roger Browning
Terry L. Bruce
Harry Hillis, Jr.

Source of Funds: CTE and Local Funds

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

image architects



1118 West Main Street P.O. Box 850 Carbondale, Illinois 62901
310 Broadway Suite 4 Cape Girardeau, Missouri 63701

618.457.2128 618.549.5725 fax
573.334.6666 573.335.8898 fax

July 12, 2007

Mr. Roger Browning
Illinois Eastern Community Colleges
233 East Chestnut
Olney, Illinois 62450

Re: New Greenhouse
Foundation, Mechanical & Electrical
Lincoln Trail College

Dear Mr. Browning:

We have reviewed the bids submitted for the work on the referenced project. We find no reason to prevent award of the Base Bid work and both alternates to the lowest responsible and responsive bidder as follows:

All Work	Kieffer Brothers Construction Company	\$85,300.00
----------	---------------------------------------	-------------

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

Sincerely,

IMAGE ARCHITECTS INC.

Marion J. Poggas, AIA
Chairman of the Board

TO: Board of Trustees
FROM: Bid Committee
SUBJECT: Bid Recommendation – Computerized Wheel Alignment System for Olney Central College
DATE: July 17, 2007

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality and serviceability.
Bid Committee recommends acceptance of the low bid received that meets all specifications from C & T Auto Parts, Inc. located in Olney, IL for a total of \$20,700.00.

Computerized Wheel Alignment System for Olney Central College Bid Tabulation	
Vendor	Bid
C & T Auto Parts, Inc. Olney, IL	\$20,700.00
D & D Equipment Sales, Inc. Murphysboro, IL	\$21,474.00

Respectfully submitted,

Lisa Benson
Terry Bruce
Harry Hillis, Jr.

Source of Funds: CTE Funds

Department: Automotive Services Technology

Rationale for Purchase: This computerized wheel alignment system will allow students to learn how to do wheel alignments as part of the collision repair process. Students will be using a computerized system comparable to systems used by area collision repair businesses. In addition, this system is compatible with the current alignment rack used in the program. If the system was not compatible with the current rack, an additional rack would have to be purchased at an approximate cost of \$8,000.

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

Specs for computerized wheel alignment system:

Processor and motherboard	Intel Pentium 4 3.0GHz
Operating System	Windows XP Pro
Ram	256 MB DDR2
Hard Disk Drive	80 GB
Universal Serial Bus	USB 2.0 Standard
DVD/CD Drives	DVD/CDRW
Video Card	64 MB integrated
Network Connection kit	Standard
Modem	Standard
17" LCD flat panel display	

WinAlign Software
WinAlign Tuner application
Photo presentation and Program operator's manual with digital video
Vehicle information database 2 Years Free
Web Specs 2 years Free
Under Car info 1 Year Free
Shop Results 1 Year Free
ALLDATA 1 Year Free
Color Printer
Digital Photo
Digital Video
Premium Cabinet with pull out printer tray/drawer and storage drawers for tools/accessories
Stainless steel turnplates

4 Wireless optical sensors with rear toe arms, ride height, and self-centering wheel adaptors.

2 Rear Slip Plates

Remote Indicator

Alignment Simulator

Must be compatible with Kansas Jack Magna rack

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

TOTAL BID _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____ DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – Shuttle Car Training Panel & Scoop/Battery Hauler System Training Panel for Workforce Ed/Coal Mining Technology

DATE: July 17, 2007

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

The Bid Committee recommends acceptance of the bids listed below that meet all specifications, contingent on the U.S. Department of Labor’s approval.

Joy Mining Machinery Joy Training Panel \$78,570.00
 Saminco, Inc. Saminco Training Panel \$28,000.00

The lower bid received from Saminco for the Joy Training Panel did not meet specifications.

Training Panels for Workforce Ed/Coal Mining Technology Program Bid Tabulation		
Vendor	Joy Training Panel	Saminco Scoop Electrical Training Panel
Joy Mining Machinery Franklin, PA	\$78,570.00	No-Bid
Saminco, Inc. Norris City, IL	\$60,000.00	\$28,000.00

Respectfully submitted,

Terry Bruce
 Harry Hillis, Jr.
 George Woods

Source of Funds: U.S. Department of Labor Community Based Job Training Grant

Department: Workforce Ed/Coal Mining Technology Program

Rationale for Purchase: The Saminco training panel will be used in mining electrical and troubleshooting as part of the Community Based Job Training Grant. The Saminco training panel can be used to troubleshoot electrical problems in a scoop, battery haulers and electrical problems in Ram Cars. These panels will be designed and built to match the most current configuration found in the mines in Illinois. This will make the training more relevant to trainees because it is a close simulation to what is in Illinois mines that they either work in or may work soon work in. It gives practical hands on experience on the most current electrical components utilized on scoops, battery haulers, Ram Cars and Joy shuttle cars. Illinois coal mines either use Joy shuttle cars or RAM cars.

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

ILLINOIS EASTERN COMMUNITY COLLEGE
Agreement #CB-15950-07-60-A-17
Coal Mining Advanced Training and Internship Orientation Grant

Equipment type: Joy 10SC32 Training Panel

The proposed 10SC32 Shuttle Car Training Panel will be utilized in mining electrical training and troubleshooting as part of the Community Based Job Training Grant entitled "Coal Mining Advanced Training and Internship/Orientation". The 10SC32 Panel will consist of OEM parts. The panel will be supplied with a VFD Traction Drive System with the current C2C control system, as on ET174182. All components will be the same as used on production machines, with the exception of fractional horsepower motors to represent the actual machine motors, and certain small items such as switches, e-stops, etc.

The panel will be set up to operate on a 440/480-3phase, VAC power supply that must be protected by adequate breakers or fuses. The panel will include a switch bank to induce simulated faults into the system. Also included will be an Instructional Materials packet with an Operations Guide for setup, safety requirements, and suggested activities, a Student Activities workbook, and a set of associated wiring diagrams to match the panel circuits.

These panels must be designed and built to match the most current configuration found in the mines close to the colleges' training programs. This will make the training more relevant to trainees because it is such a close simulation to what is in near-by mines they either work in or may soon work in. In effect, it gives them practical hands-on experience on the most current electrical components utilized on Joy shuttle cars and this may well be the machine they will actually be required to maintain. For this reason, similar components and controls will not produce the results of industry driven training.

Also included will be an Instructional Materials packet with an Operations Guide for setup, safety requirements, and suggested activities, a Student Activities workbook, and a set of associated wiring diagrams to match the panel circuits. The guide will give the instructor relevant information to safely and effectively use the panel from the first day it arrives. The training materials must give the trainees experience working on higher voltage applications where safety must always be a vital consideration.

The 10SC32 Miner Training Panel will be shipped to Harrisburg, IL. Payment will be made within 30 days from delivery and setup. Delivery must be made within 9 months of receipt of the purchase order.

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

TOTAL BID _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

ILLINOIS EASTERN COMMUNITY COLLEGE
Agreement #CB-15950-07-60-A-17
Coal Mining Advanced Training and Internship Orientation Grant

Equipment type: Saminco Scoop Electrical Training Panel

The proposed Saminco A777 Scoop/battery hauler system training panel will be utilized in mining electrical training and troubleshooting as part of the Community Based Job Training Grant entitled “Coal Mining Advanced Training and Internship/Orientation”. The Saminco A777 Panel will consist of OEM parts. The A777 System for scoop, battery hauler and ram car will include 1 – A800215 A777 tram module, 1 A800216 A701 pump starter, 1 – A800227 A777 Master Control Module, 1 – A800229 A777 Digital Graphics display, 1 – A800281 SR300 footswitch, 1 – A800220 Hand Held Programmer. All the necessary miscellaneous switches, terminal strips, wiring and any necessary power supplies to allow interfacing with 120 volt AC must also be included. All components will be assembled in a mock up controller enclosure to simulate actual installation in a machine. Mock up controller will be mounted on a substantially constructed roll around table for ease of use in the classroom situation. Also included will be “bugging” switches so that troubleshooting problems can be taught and enhanced easily. The training systems must include all schematics, drawings, training and technical support. All components will be the same as used on production machines.

This Electrical A777 system for scoop (80-160vdc) can be used to troubleshoot electrical problems in a scoop, Battery haulers and electrical problems in ram cars. These panels must be designed and built to match the most current configuration found in the mines close to the colleges’ training programs. This will make the training more relevant to trainees because it is such a close simulation to what is in near-by mines they either work in or may soon work in. In effect, it gives them practical hands-on experience on the most current electrical components utilized on scoops and ram cars and these could well be the Electrical traction module they will actually be required to maintain.

Also included will be an Instructional Materials packet with an Operations Guide for setup, safety requirements, and suggested activities. A set of associated wiring diagrams and schematic will be included to match the panel circuits. The guide will give the instructor relevant information to safely and effectively use the panel from the first day it arrives. The training materials must give the trainees experience working on higher voltage applications where safety must always be a vital consideration.

The A777 Miner Training Panel will be shipped to Harrisburg, IL. Payment will be made within 30 days from successful delivery and setup. Delivery must be made within 45 days of receipt of the purchase order.

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

TOTAL BID _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529

TREASURER'S REPORT June 30, 2007

(Prior to the accrual run and year-end
adjusting journal entries)

FUND	BALANCE
Educational	\$980,112.86
Operations & Maintenance	\$385,592.13
Operations & Maintenance (Restricted)	\$247,393.46
Bond & Interest	\$85,148.39
Auxiliary	\$497,206.07
Restricted Purposes	\$0.00
Working Cash	\$43,397.00
Trust & Agency	\$210,719.96
Audit	\$49,079.81
Liability, Protection & Settlement	\$371,680.06
TOTAL ALL FUNDS	\$2,870,329.74

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
June 30, 2007

(Prior to the accrual run and year-end adjusting journal entries)

	ALL FUNDS
	Fiscal Year 2007
ASSETS:	
CASH	2,870,330
IMPREST FUND	21,500
CHECK CLEARING	12,000
INVESTMENTS	12,390,000
RECEIVABLES	3,255,101
ACCRUED REVENUE	48,734
INTERFUND RECEIVABLES	45,431
INVENTORY	481,046
OTHER ASSETS	446,276
TOTAL ASSETS AND OTHER DEBITS:	19,570,418
 LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	69,567
ACCOUNTS PAYABLE	5,481
ACCRUED EXPENSES	-
INTERFUND PAYABLES	139,950
DEFERRED REVENUE	3,255,321
OTHER LIABILITIES	465,484
TOTAL LIABILITIES:	3,935,803
 EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	1,646,662
PR YR BDGTD CHANGE TO FUND BALANCE	167,138
 FUND BALANCES:	
FUND BALANCE	12,866,887
RESERVE FOR ENCUMBRANCES	953,928
TOTAL EQUITY AND OTHER CREDITS	15,634,615
 TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	 19,570,418

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF June 30, 2007

(Prior to the accrual run and year-end adjusting journal entries)

ALL FUNDS

	YEAR-TO-DATE
REVENUES:	
LOCAL GOVT SOURCES	4,886,660
STATE GOVT SOURCES	14,098,735
STUDENT TUITION & FEES	10,809,019
SALES & SERVICE FEES	2,894,494
FACILITIES REVENUE	49,893
INVESTMENT REVENUE	562,843
OTHER REVENUES	<u>143,029</u>
TOTAL REVENUES:	33,444,673
EXPENDITURES:	
INSTRUCTION	11,197,726
ACADEMIC SUPPORT	483,849
STUDENT SERVICES	1,283,817
PUBLIC SERV/CONT ED	56,762
OPER & MAINT PLANT	2,563,126
INSTITUTIONAL SUPPORT	7,700,003
SCH/STUDENT GRNT/WAIVERS	5,547,376
AUXILIARY SERVICES	<u>3,960,314</u>
TOTAL EXPENDITURES:	32,792,973
TRANSFERS AMONG FUNDS:	
INTERFUND TRANSFERS	<u>0</u>
TOTAL TRANSFERS AMONG FUNDS:	0
NET INCREASE/DECREASE IN NET ASSETS	<u>651,700</u>

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

College	Category	FISCAL YEAR 2005			FISCAL YEAR 2006			FISCAL YEAR 2007			
		Annual Budget	Spent Thru June	% of Bdgt	Annual Budget	Spent Thru June	% of Bdgt	Annual Budget	Spent Thru June	% of Bdgt	% of Year
Frontier	Bills		\$1,708,364			\$1,882,782			\$1,990,666		
	Payroll		1,977,988			2,021,274			2,020,488		
	Totals	\$3,739,618	3,686,352	99%	\$3,835,099	3,904,056	102%	\$3,997,563	4,011,154	100%	100%
Lincoln Trail	Bills		1,298,011			1,265,467			1,367,887		
	Payroll		2,265,341			2,246,547			2,321,257		
	Totals	3,663,473	3,563,352	97%	3,527,579	3,512,014	100%	3,706,404	3,689,144	100%	100%
Olney Central	Bills		1,833,791			1,889,501			1,927,586		
	Payroll		3,743,576			4,079,919			4,247,510		
	Totals	5,547,557	5,577,367	101%	5,863,445	5,969,420	102%	6,182,009	6,175,096	100%	100%
Wabash Valley	Bills		1,734,758			1,823,186			1,928,637		
	Payroll		2,910,188			2,918,486			2,917,514		
	Totals	4,454,896	4,644,946	104%	4,640,749	4,741,672	102%	4,848,688	4,846,151	100%	100%
Workforce Educ.	Bills		1,426,088			1,887,045			1,973,527		
	Payroll		1,431,394			1,527,276			1,558,549		
	Totals	2,843,784	2,857,482	100%	2,997,567	3,414,321	114%	3,374,520	3,532,076	105%	100%
District Office	Bills		247,467			227,614			245,777		
	Payroll		876,085			888,056			885,736		
	Totals	1,217,781	1,123,552	92%	1,233,158	1,115,670	90%	1,240,904	1,131,513	91%	100%
District Wide	Bills		1,621,233			1,865,103			1,678,826		
	Payroll		620,896			695,339			779,391		
	Totals	2,956,704	2,242,129	76%	3,120,535	2,560,442	82%	3,010,420	2,458,217	82%	100%
O & M	Bills										
	Payroll										
	Totals										
GRAND TOTALS		\$24,423,813	\$23,695,180	97%	\$25,218,132	\$25,217,595	100%	\$26,360,508	\$25,843,351	98%	100%

Excludes DOC

ILLINOIS EASTERN COMMUNITY COLLEGES
FY 2007
Operating Funds Expense Report
As of 6/30/07

	Amount	% of Total
Salaries	14,730,445	57.00%
Employee Benefits	1,583,869	6.13%
Contractual Services	574,358	2.22%
Materials	1,532,993	5.93%
Travel & Staff Development	208,822	0.81%
Fixed Charges	327,339	1.27%
Utilities	1,078,899	4.17%
Capital Outlay	197,452	0.76%
Other	5,609,174	21.70%
	<u>25,843,351</u>	<u>100.00%</u>

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive's Session Minutes

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

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: July 12, 2007

RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional Information for items 400.2., 400.4., 400.6. and 400.7 will be mailed under separate cover.

INDEX

- 400.1. Approval to Hire Faculty Prior to August Board Meeting**
- 400.2. Change In Status**
- 400.3. Special Assignment**
- 400.4. Request for Approval of Proposed Non-College Employment (External Report)**
- 400.5. Leave of Absence Approved by CEO since June 19, 2007**
- 400.6. Resignation**
- 400.7. Retirement**

PERSONNEL REPORT

400.1. Approval to Hire Faculty Prior to August Board Meeting

400.2. Change In Status

A. Administrative

1. Jervaise McGlone, Director of Special Projects & HLC Online Degree Approval, DO, to Interim Associate Dean of Adult & Continuing Education, DO, effective July 18, 2007

400.3. Special Assignment

A. Olney Central College

Recommended

Name

2007/2008

Russ Jausel	Hoffman Prairie Bldg Coordinator	\$1,000
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400.4. Request for Approval of Proposed Non-College Employment (External Report)

400.5. Leave of Absence Approved by CEO since June 19, 2007

A. None

400.6. Resignation

A. Classified

1. Lindsay (Willis) Ridgely, Upward Bound Student Advisor, DO, resignation effective August 6, 2007

400.7. Retirement

A. Professional / Non-Faculty

1. Janice Tucker, Director of Recruitment and Advisement, FCC, retirement effective September 1, 2007

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

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

	Estimated Budget										
Districtwide Upgrade of Plumbing	\$67,200	████████████████████									
Roof Replacement - LTC Gymnasium	\$267,900	██									
Replace Compressed Air System - WVC	\$99,329	████████████████████									
Ventilation Upgrades - OCC	\$60,500	████████████████████									
Paving Replacement & Protection - FCC, OCC, & WVC	\$176,641	████████████████████									
GRAND TOTAL	\$671,570		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

6/30/2007