

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

October 15, 2013



Location:

**Lincoln Trail College
11220 State Highway 1
Robinson, IL 62454**

**Dinner – 6:00 p.m. – Lincoln Room
Meeting – 7:00 p.m. - Cafeteria**

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

**October 15, 2013
7:00 p.m.
Lincoln Trail College
Cafeteria**

1. Call to Order & Roll Call Chairman Fischer
2. Disposition of Minutes CEO Bruce
3. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
6. Policy First Reading (and Possible Approval) Bruce
 - A. Tobacco Policy 100.15
7. Policy Second Reading Bruce
 - A. None
8. Staff Recommendations for Approval
 - A. GASB Designation of Tax Levy Year Browning
 - B. Certificate of Compliance with the Truth in Taxation Law Browning
 - C. Certification of Tax Levy for FY2015 Browning
 - D. Health Savings Accounts, Calendar Year 2014 Bruce
 - E. Employee Health and Dental Insurance Renewal Bruce
 - F. Eligibility for Special Tax Levy Bruce
 - G. Data Sharing Agreement with East Richland School District Bruce
 - H. Tuition Specials for Spring and Summer 2014 Bruce
 - I. Concealed Carry Student Release Bruce
 - J. Gun Club Indemnification Agreement Bruce
 - K. Affiliation Agreement with Good Samaritan Surgery Center - ADN Bruce
 - L. Affiliation Agreement with Salem Township Hospital – Phlebotomy Bruce

- 9. Bid Committee Report..... Bruce
 - Wabash Valley College
 - CNC Plasma Cutter – Grant
 - Boiler Replacement

 - Lincoln Trail College
 - Storage Building

- 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. Other Items

- 18. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in Foundation Hall, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, September 17, 2013.

AGENDA #1 – “Call to Order & Roll Call” – Chairman G. Andrew Fischer called the meeting to order at 7:00 p.m. and directed the Secretary 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, Gary Carter, G. Andrew Fischer, William C. Hudson “Jr.,” Marilyn J. Wolfe. Also present was Mike Guseynov, student trustee. Trustees absent: Michael K. Correll, Brenda K. Culver. 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.

Matt Fowler, President of Wabash Valley College.

Kathy Harris, Interim President of Lincoln Trail College.

Jeff Cutchin, Dean of Instruction of Olney Central College.

Timothy Taylor, President of Frontier Community College.

Roger Browning, Chief Finance Officer/Treasurer.

Tara Buerster, Director of Human Resources.

Chris Cantwell, Dean, Academic & Student Support Services/Chief Academic Officer.

LeAnn Hartleroad, Associate Dean, Institutional Development.

Alex Cline, Director of Information & Communications Technology.

Renee Smith, Executive Assistant to CEO.

Michael Thomas, Dean of Workforce Education.

Abbreviations Used in Minutes:

DO – District Office

DOC – Department of Corrections

FCC – Frontier Community College

HLC – Higher Learning Commission

HRSA – Health Resources & Services Administration

ICAHN – Illinois Critical Access Hospital Network

ICCB – Illinois Community College Board

ICCTA – Illinois Community College Trustees Association

IECC – Illinois Eastern Community Colleges

IECEA – Illinois Eastern Colleges Education Association

LTC – Lincoln Trail College

LWIB – Local Workforce Investment Board
OCC – Olney Central College
PHS – Protection, Health & Safety
SAN – Student Advantage Network
SBDC – Small Business Development Center
SURS – State Universities Retirement System
WED – Workforce Education
WVC – Wabash Valley College

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, August 20, 2013 were presented for disposition.

Revision to Minutes: Trustee William Hudson made a motion that the minutes of the August 20, 2013 Board of Trustees Meeting be revised to read: Under Personnel Report Section 400.4 FY2014 Administrative and Staff Salaries, item 1. The date of August 31, 2013 be changed to read August 20, 2013 and the date September 1, 2013 be changed to read August 21, 2013.

The revised Section 400.4 FY2014 Administrative and Staff Salaries Item 1. should read: “Full-time employees working before June 1, 2013, are eligible for a wage increase. Employees with hire dates of June 1, 2013, to August 20, 2013, will be eligible for an increase at the six-month anniversary date. Employees with a hire date August 21, 2013 or later are not eligible for the increase.”

Trustee Gary Carter 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.

Board Action to Approve Revised Minutes: Trustee Marilyn Wolfe made a motion to approve minutes of the August 20, 2013 meeting as revised. Trustee William Hudson seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Budget Hearing” – The Chairman announced that the next agenda item for the Board of Trustees is a public hearing to receive comments on the fiscal year 2014 budget. The Chair asked for a motion that the Board recess its regular meeting and reconvene immediately following the budget hearing. Trustee Gary Carter made a motion that the Board recess its regular meeting and reconvene immediately following the budget hearing. Trustee John Brooks 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.

The Board has now recessed its regular meeting and the Chair will entertain a motion to convene a budget hearing.

A. Motion to Convene Budget Hearing: Trustee John Brooks made the following motion: “I move that Illinois Eastern Community College District 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White now convene a budget hearing on this 17th day of September, 2013. The purpose of the budget hearing is to receive public comments on the FY2014 Budget of the District.” 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.

B. Hearing on FY2013 Budget: The Chairman declared that the Board is now in a hearing on the FY2014 budget and directed the Secretary to call the roll for Board attendance. 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, Gary Carter, G. Andrew Fischer, William C. Hudson “Jr.,” Marilyn J. Wolfe. Also present was Mike Guseynov, student trustee. Trustees absent: Michael K. Correll, Brenda K. Culver. The Chair declared that a quorum is present and the budget hearing is now open.

C. Public Oral Testimony: The Chairman asked if any member of the public wished to provide oral testimony on the FY2014 budget. There was no oral testimony presented.

D. Public Written Testimony: The Chairman asked if any member of the public wished to provide written testimony on the FY2014 budget. There was no written testimony presented.

E. Public Hearing Adjourned: The Chairman announced that all persons desiring to be heard have been given an opportunity to provide oral or written testimony with respect to the FY2014 community college district budget and asked for a motion to adjourn the hearing. Trustee Marilyn Wolfe made a motion that the public hearing be adjourned. Trustee Gary Carter seconded the motion and on a roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried and that the budget hearing was adjourned and the Board of Trustees was now in open, public session for the transaction of business, a quorum being present.

AGENDA #4 – “Recognition of Visitors & Guests” –

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

#4-B. IECEA Representative: None.

AGENDA #5 – “Public Comment” – None.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: None.

#6-B. Report from Presidents: Written reports were presented from each of the colleges.

#6-C. Report from Cabinet: None.

AGENDA #7 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #8– “Policy Second Readings” – None.

AGENDA #9 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#9-A. IECC 2013 Fact Book: Chris Cantwell reviewed the IECC 2013 Fact Book containing basic information about the community college district. The book gathers information from various sources into one central document regarding students, enrollment history, degrees and certificates granted, financial aid received and distributed, and the district’s annual budgets and operation. The time period covered, in most cases, is academic year 2012-2013.

Total annual enrollment of credit students was 31,188, generating a total of 136,303 credit hours. In-district student residency enrollment comprised 64% of the total, while out-of-district students totaled 33%, out-of-state students 2%, and foreign students 1%.

The IECC district employees a total of 302 full-time faculty and staff, and 633 part-time faculty and staff. A total of \$11,830,397 in federal and state grants was received by IECC in fiscal year 2013. FY2012 federal and state financial aid to students totaled \$9,803,026.

In FY 2013, the district awarded 377 Associate Degrees in Transfer programs, 230 Associate Degrees in Career and Technical Education programs, and 552 Certificates.

The CEO recommended approval of the IECC 2013 Fact Book.

Board Action: Trustee John Brooks made a motion to approve the IECC 2013 Fact Book as recommended. Student Trustee Mike Guseynov seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. Certification of Chargeback: Roger Browning reviewed the Illinois Community College Board Certification of Chargeback form for fiscal year 2014. The out-of-district Tuition rate per semester hour is \$261.97. Chargeback reimbursement per semester credit hour is \$130.61. Tuition rate per semester credit hour for out-of-state and international students is \$322.52. The CEO recommended approval of the Certification of Chargeback document as presented.

Board Action: Trustee Gary Carter made a motion to adopt the ICCB Certification of Chargeback document for FY2014 as presented and recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-C. 2013 Estimated Tax Levy Resolution: Roger Browning reviewed the Estimated Tax Levy Resolution. The CEO recommended adoption of the following resolution regarding estimated amounts necessary to be levied in 2013.

The estimated tax resolution establishes the levy for the education fund and the operations and maintenance fund. The actual tax levy resolution will be considered for adoption at the regular Board of Trustees meeting October 15, 2013. In addition, the District's certificate of tax levy will carry a statement that an additional levy must be made by each county clerk for each of the outstanding bond issues, tort liability, workers compensation, audit, and unemployment and other insurance.

The CEO recommended approval of the following Estimated Tax Levy Resolution.

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2013**

WHEREAS, the Truth in Taxation Law requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 2012 was:

Education Purposes	\$2,284,386
Operations and Maintenance Purposes	979,022
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	592,238
Audit	65,268
Other	0
Total	\$3,920,914

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2013 is as follows:

Education Purposes	\$2,353,750
Operations and Maintenance Purposes	1,008,750
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	670,000
Audit	80,000
Other	0
Total	\$4,112,500

WHEREAS, the Truth in Taxation Law, as amended, requires that all taxing districts in the State of Illinois provide a date in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the aggregate amount of property taxes extended for the bond and interest purposes for 2012 was \$2,075,300; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2013 is \$2,001,075.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, as follows:

Section 1: The aggregate amount of taxes estimated to be levied for the year 2013, exclusive of bond and interest costs, is \$4,112,500.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2013, exclusive of bond and interest costs, does not exceed 105% of the taxes extended by the district in the year 2012.

Section 3: The aggregate amount of taxes estimated to be levied for the year 2013 for debt service is a 4% decrease over the taxes extended for debt service for 2012.

Section 4: Public notice and a hearing are not necessary.

Section 5: This resolution establishing the estimated taxes shall be in full force and effect forthwith upon its passage.

Section 6: Adoption of the final tax levy will occur October 15, 2013.

Board Action: Trustee John Brooks made a motion to adopt the 2013 Estimated Tax Levy Resolution as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-D. Resolution – No Tax Levy Hearing: The Board of Trustees annually adopts a resolution establishing the District's estimated tax levy. If the adoption of that estimated tax levy resolution results in a greater than 5% increase in the proposed property tax levy over the previous year's extension (exclusive of bond and interest costs), a tax levy hearing must be held.

The 2013 estimated tax levy does not exceed 105% of the previous year's extension, exclusive of bond and interest costs. Therefore publication of a notice of a hearing and a hearing are not necessary.

The CEO recommended approval of the following resolution:

**RESOLUTION – NO TAX LEVY HEARING REQUIRED
ADOPTION OF TAX LEVY OCTOBER 15, 2013**

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the tax levy for said community college district for 2013 for taxes due and collectible in 2014:

1. Date of Fiscal Year: July 1, 2014 - June 30, 2015.
2. Publication of Notice of Public Hearing on Tax Levy: Publication not required.

3. Public Hearing on Tax Levy: Hearing not required.
4. Adoption of Tax Levy: October 15, 2013.

Board Action: Student Trustee Mike Guseynov made a motion to adopt the foregoing resolution regarding adoption of the tax levy as recommended. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-E. FY2014 Budget: A public hearing having been held, the CEO recommended adoption of the following resolution approving the FY2014 budget.

Budget of Illinois Eastern Community Colleges, Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

WHEREAS the Board of Trustees of Illinois Eastern Community Colleges, Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 17th day of September, 2013, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with:

NOW, THEREFORE, be it Resolved by the Board of Trustees of said district as follows:

Section 1. That the fiscal year of the Community College District be and the same hereby is fixed and declared to be beginning July 1, 2013 and ending June 30, 2014.

Section 2. That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of this Community College District for the said Fiscal Year.

SUMMARY STATEMENT OF OPERATING FUNDS – REVENUES AND EXPENDITURES

EDUCATION FUND: Revenue 29,587,441; Expense (28,912,054); Transfer-Out (1,229,387); Excess (Deficiency) (554,000); Transfer-In 65,000; Reserve for Contingencies 0; Cash Balance Beginning of Year 4,723,024; Cash Balance End of Year 4,234,024.

OPERATIONS & MAINTENANCE FUND: Revenue 3,204,263; Expense (3,204,263); Transfer-Out 0; Excess (Deficiency) 0; Transfer-In 0; Reserve for Contingencies 0; Cash Balance Beginning of Year 395,341; Cash Balance End of Year 395,341.

TOTAL OPERATING FUNDS: Revenue 32,791,704; Expense (32,116,317); Transfer-Out (1,229,387); Excess (Deficiency) (554,000); Transfer-In 65,000; Reserve for Contingencies 0; Cash Balance Beginning of Year 5,118,365; Cash Balance End of Year 4,629,365.

SUMMARY STATEMENT OF SPECIAL FUNDS

OPERATIONS & MAINTENANCE FUND RESTRICTED: Revenue 0; Expense (1,772,820); Excess (Deficiency) (1,772,820); Reserve for Contingencies 0; Cash Balance Beginning of Year 1,799,944; Cash Balance End of Year 27,124.

BOND & INTEREST FUND: Revenue 2,020,475; Expense (2,020,475); Excess (Deficiency) 0; Reserve for Contingencies 0; Cash Balance Beginning of Year 354,113; Cash Balance End of Year 354,113.

AUXILIARY FUND: Revenue 3,584,376; Expense (4,861,840); Transfer-Out (35,000); Excess (Deficiency) (1,312,464); Transfer-In 1,229,387; Reserve for Contingencies 0; Cash Balance Beginning of Year 351,888; Cash Balance End of Year 268,811.

WORKING CASH FUND: Revenue 20,000; Expense 0; Excess (Deficiency) 20,000; Reserve for Contingencies 0; Transfer Out (30,000); Cash Balance Beginning of Year 183,461; Cash Balance End of Year 173,461.

AUDIT FUND: Revenue 80,000; Expense (71,821); Excess (Deficiency) 8,179; Reserve for Contingencies 0; Cash Balance Beginning of Year 21; Cash Balance End of Year 8,200.

LIABILITY & PROTECTION FUND: Revenue 575,000; Expense (617,960); Excess (Deficiency) (42,960); Reserve for Contingencies 0; Cash Balance Beginning of Year 315,032; Cash Balance End of Year 272,072.

Board Action: Trustee Gary Carter made a motion to adopt the budget for Illinois Eastern Community Colleges District No. 529 for fiscal year 2014 as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-F. FY2013 Audit: The Illinois Community College Board (ICCB) requires the Board of Trustees to complete and approve an annual audit and that it be forwarded to the ICCB for filing by October 15th. The Audit Committee comprised of Trustee Marilyn Wolfe and Trustee John Brooks met with the Chief Executive Officer, the Chief Finance Officer, and the independent auditors on September 11, 2013. The audit was reviewed in detail. The audit contains an “unqualified” opinion on all required audit reports. The District complied with generally accepted accounting principles and there were no material weaknesses identified. The Audit Committee reported on its review of the audit and its meeting with the auditors. The auditors were complimentary concerning the staff, the audit, procedures that are in place, and the financial status of the District.

The CEO recommended adoption of the following resolution to accept the audit and to authorize the audit to be filed with the Illinois Community College Board.

RESOLUTION OF THE BOARD OF TRUSTEES - ANNUAL AUDIT

WHEREAS, 110 ILCS 805/3-22.1 of the Illinois Public Community College Act requires the conduct of an annual audit for Illinois Eastern Community College District 529,

WHEREAS, it is required that the Board of Trustees review and accept the annual audit.

WHEREAS, it is required that the audit be submitted to the Illinois Community College Board,

THEREFORE, SO BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community College District #529, has reviewed and accepts and approves the annual audit of the district as submitted by CliftonLarsonAllen LLP.

FURTHER, BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community Colleges District 529 authorizes the Chief Executive Officer to submit the audit to the Illinois Community College Board.

Board Action: Trustee William Hudson made a motion to accept the FY2013 audit and to adopt the foregoing resolution to authorize the CEO to submit the annual financial audit to the ICCB as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-G. Indemnification Agreement with Airtex Products: Frontier Community College wishes to establish a soccer program and has been working with the City of Fairfield to secure a soccer field. Mayor Chuck Griswold aided the college in these efforts and has secured an agreement with Airtex Products to provide the needed land. This area has been used in the past as a soccer field. Airtex wishes to establish that the District will be liable for any injuries which may occur upon the soccer field and has provided an agreement that states the District assumes liability. The District can easily add this property to the existing liability coverage.

The CEO recommended approval of the following Airtex liability agreement.

INDEMNIFICATION AGREEMENT

In consideration for the use by the Frontier Community College, one of the colleges within the Illinois Eastern Community College District 529, operated by the Board of Trustees (Board) of the property of Airtex Products, LP (“Airtex”) described on Exhibit A (the “Property”), Board agrees to indemnify and hold harmless Airtex and its parents, subsidiaries, affiliates, officers, directors, employees and shareholders (the “Airtex Indemnified Parties”) from and against all claims, liability, loss, cost and expense (including injury or damage to person or property, reasonable attorney fees and expert witness fees) (“Claims”) incurred by an Airtex Indemnified Party or a third party as a result of: (i) any injury sustained by any individual while on the Property; or (ii) any act or omission by Board or Board’s students or agents or any of their employees. Any indemnification obligation required shall be effective provided that the Airtex indemnified Party gives notice of the claim to Board in a time and manner that does not unfairly prejudice defense of the claim. Board shall immediately assume control of the defense and all related settlement negotiations, provided, however, that Board shall not agree to any settlement with a non-monetary obligation imposed on an Airtex Indemnified Party without the prior written consent of the Airtex Indemnified Party to such non-monetary obligation. The Airtex Indemnified Parties will provide Board with the assistance reasonably necessary to perform the above defense; Board will promptly reimburse all reasonable out-of-pocket expenses incurred by the Airtex Indemnified Parties in providing such assistance. Airtex may terminate Board’s access to the Property at any time and for any reason upon delivering 60 days’ written notice to Board.

Board Action: Trustee Gary Carter made a motion to approve the foregoing Indemnification Agreement with Airtex Products as recommended. Student Trustee Mike Guseynov seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-H. Intergovernmental Agreement – Ameren Settlement: The taxing bodies of Jasper County and Ameren Electric Generating (AEG) have agreed to an acceptable assessment of the Ameren Power Plant located at Newton. The taxing year of 2009 has been in dispute. Ameren has appealed the Jasper County Board of Review’s decision on assessment to the Illinois Property Tax Appeal Board (PTAB). The matter was set for hearing before PTAB on August 26, 2013 and that hearing has been suspended pending final adoption of an acceptable assessment.

Both the taxing bodies and AEG agreed to mediation of the assessment of 2009, 2010, 2011, and 2012 and that mediation hearing occurred on August 13 and 14, 2013 at the Ameren Office Building located in Collinsville.

At the mediation hearing, the taxing bodies of Jasper County were represented by Dan Cox of the Jasper County School District, Ed Mitchell of the Jasper County Board, Paul Woods Jasper County Assessor, and Terry Bruce, CEO of Illinois Eastern Community Colleges. The other taxing bodies including Wade Fire Protection District, Newton Public Library District, South Muddy and Wade Township agreed to allow these individuals to represent their interest in the matter.

The mediation lasted over two days with retired Judge Timothy J. Slavin acting as mediator and the mediation resulted in a written Memorandum of Understanding and was approved by all parties to the mediation.

The settlement agreed to by the parties includes the following:

- 1) AEG has agreed to dismiss and waive all pending property tax appeals of real estate for the tax assessment years of 2009, 2010, 2011, and 2012.
- 2) The taxing bodies agree to pay property tax refunds in the amount of \$4,000,000 (four million dollars).
- 3) The taxing bodies agree to make 8 (eight) equal installments of \$500,000 on or before the first day of December of each year beginning 12-01-2013.
- 4) AEG and the taxing bodies agree to set the equalized assessed value, after all multipliers, of the real estate at issue in the appeals for 2013, at \$90,000,000 (ninety million).
- 5) The parties agree to work in good faith on a public statement concerning this settlement, which is both truthful and emphasizes the mutual benefits received under this settlement.
- 6) The parties agree to the execution and filing of a Property Tax Code Section 9-45 Agreement with the appropriate court. The taxing bodies and AEG have agreed to execute AN INTERGOVERNMENTAL AGREEMENT REGARDING AMEREN SETTLEMENT, which each taxing body has been requested to adopt.

In addition to the assessment amounts for 2009, 2010, 2011 and 2012, the agreement sets forth the amounts each taxing body would pay over the 8 year period. These payments would occur before December 1st 2013, and before November 1st in 2014, 2015, 2016, 2017, 2018, 2019, and 2020.

Following the adoption of this Intergovernmental Agreement, a final agreement with the taxing bodies and AEG will be drafted and submitted for action by each of the taxing bodies. This agreement will be filed with the appropriate court, and upon its filing, AEG will ask for the dismissal of its pending hearing before PTAB.

IECC's proportionate liability is listed as \$295,640.00, with an annual payment (2013-2020) of \$36,955.00.

(Note: The Intergovernmental Agreement Regarding Ameren Settlement is attached to the minutes as an exhibit and made a part of the minutes by this reference.)

The CEO recommended approval of the Intergovernmental Agreement Regarding Ameren Settlement as presented.

Board Action: Trustee Gary Carter made a motion to approve the Intergovernmental Agreement Regarding Ameren Settlement as recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-I. Concealed Carry Course Fee: Under Illinois law, individuals will be allowed to carry a concealed weapon if they complete an approved concealed carry course and receive a certificate from an approved provider. The District has submitted and had a course approved by the Illinois Community College Board and it is anticipated that certified instructors will be retained to teach this course. Other providers have been charging \$200. The District believes that a fee of \$130 should be appropriate, in addition to the standard tuition rate.

The CEO recommended approval of a Concealed Carry Course Fee of \$130, effective immediately.

Board Action: Trustee John Brooks made a motion to approve a Concealed Carry Course Fee of \$130, effective immediately, as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-J. Observation Agreement with Building Blocks Day Care – ADN: IECC wishes to enter into a new observation experience agreement with Building Blocks Day Care, located in Princeton, Indiana. This observation agreement is for the Associate Degree in Nursing Program and is the standard agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Gary Carter made a motion to approve the observation experience agreement for the Associate Degree Nursing Program with Building Blocks Day Care, Princeton, Indiana, as recommended. Student Trustee Mike Guseynov seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-K. Affiliation Agreement with Crawford County Memorial Hospital – ADN:

IECC wishes to enter into a new affiliation agreement with Crawford County Memorial Hospital, located in Robinson, Illinois. This affiliation agreement is for the Associate Degree in Nursing Program and is the standard affiliation agreement utilized by the district. The CEO recommended approval.

Board Action: Trustee Gary Carter made a motion to approve the affiliation agreement for the Associate Degree Nursing Program with the Crawford County Memorial Hospital, Robinson, Illinois, as recommended. Student Trustee Mike Guseynov seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #10 – “Bid Committee Report” – The Bid Committee presented the following recommendations and the CEO recommended approval:

A. Workforce Education

1. Extrication Equipment

The Bid Committee recommended acceptance of the low bid that meets all specifications from Amkus Rescue Systems, Downers Grove, IL, for a total bid of \$16,947.75.

Department: Fire Science Program. Source of Funds: WED Emergency Preparedness Department.

The current equipment is approximately 10 years old and has seen extreme use.

Board Action: Trustee Marilyn Wolfe made a motion to accept the foregoing recommendation of the Bid Committee for purchase of extrication equipment for Workforce Education as recommended. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

B. Lincoln Trail College

1. CNC Machine

The Bid Committee recommended acceptance of the low bid that meets all specifications from Gano Welding Supply, Charleston, IL, for a total bid of \$15,595.45.

Source of Funds: Department of Labor – TAACCCT William Rainey Harper College Grant. Department: Welding Program.

Bid award is subject to grant approval by William Rainey Harper College.

Rationale for Purchase: This particular piece of equipment will enable the students within the Lincoln Trail College Welding program to experience the technical advantages of a cutting system, the daily application within the workforce to assist with employment opportunities and will also enable the instructors of the welding program to utilize a faster cutting system for the daily needs of cutting metal and project supplies. In addition, this new equipment will also enable the instructors to introduce new class offerings and technical

instruction to our local community members, businesses and industry members, thus strengthening the collaboration efforts of the program with our supporters and new student base.

Board Action: Student Trustee Mike Guseynov made a motion to accept the foregoing recommendation of the Bid Committee for purchase of a CNC Machine for LTC as recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “District Finance” – The following district financial matters were presented:

#11-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of August 31, 2013.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for September 2013, totaling \$1,592,323.21, 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 September 2013, in the amounts listed, and payments from the revolving fund for August 2013. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “Chief Executive Officer's Report” – CEO Terry Bruce presented reports on the following informational items:

1. State Program to Collect Bad Debts.
2. Decrease of In-State Freshmen at U of I.
3. Constitution Day.
4. Emergency Alert Notifications.
5. Enrollment: Comparing September 2012 to September 2013, IECC reimbursable headcount is down 11% while Reimbursable FTE is down 8%.

AGENDA #13 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #14 – “Approval of Executive Session Minutes” – The Board of Trustees did not hold an executive session at the regular meeting, Tuesday, August 20, 2013.

AGENDA #15 – “Approval of Personnel Report” – The CEO presented the following amended Personnel Report and recommended approval.

400.1. Employment of Personnel

A. Professional/Non-Faculty

1. Rodney Hanner, Manufacturing Project Coordinator, DO, effective September 23, 2013, contingent upon continued grant funding.

400.2. Change in Status

A. Professional/Non-Faculty

1. Veralee Atkins, TRiO Talent Search Advisor, DO, to TRiO Talent Search Director, DO, effective September 18, 2013, contingent upon continued grant funding.

B. Classified

1. Laurie Perry, Administrative Assistant, SBDC, DO, to Administrative Assistant, HR, DO, effective September 18, 2013.

2. Karen Souder, Administrative Assistant, HR, DO, to Administrative Assistant, SBDC, DO, effective September 18, 2013, contingent upon continued grant funding.

400.3. Request for Approval of Proposed Non-College Employment

Jeshua Franklin, Terre Haute Symphony Orchestra, Terre Haute, IN, approximate time per academic year 60 hours.

Judith Hudson, Deaconess Women's Hospital, Newburgh, IN, approximate time per academic year 120 hours.

400.4. Special Assignment

A. Frontier Community College – Extra-Curricular

Linda Monge, College Bowl Team Advisor, \$400 (2013-2014).

400.5. Administrative Guidelines Change

A. Addition to Full and Part-time Administrative Guidelines

Addition of Concealed Carry Course Instruction Pay Rate of \$120 per student, per credit hour.

400.6. Resignation Ratification

A. Professional/Non-Faculty

1. Courtney Yost, Coordinator, Outreach Services, FCC, effective September 16, 2013.

Board Action to Approve Personnel Report: Trustee Marilyn Wolfe made a motion to approve the foregoing Personnel Report as recommended. Trustee William Hudson seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, William Hudson, Marilyn Wolfe. Student advisory

vote: Yea. Trustees voting nay: None. Trustees absent: Michael K. Correll, Brenda K. Culver. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #16 – “Collective Bargaining” – None.

AGENDA #17 – “Litigation” – None.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Gary Carter made a motion to adjourn. Student Trustee Mike Guseynov 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 9:35 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

A. Visitors and Guests

B. IECEA Representatives

Agenda Item #4

Public Comment

Agenda Item #5

**Reports
Trustees
Presidents
Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

Tobacco Policy 100.15

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2015
RE: Tobacco Policy 100.15

District policy currently restricts the use of tobacco products in any District utilized buildings or in District vehicles.

Recent experiences indicate the need to include the use of e-cigarettes within the definition of tobacco products. The new policy defines tobacco products to include electronic cigarettes, electronic vaporizing products, personal vaporizers or electronic nicotine delivery systems.

Although the use of electronic cigarettes is not yet wide spread, the District needs to take action before usage becomes more prevalent. E-cigarette usage is both disturbing to others and may be harmful to both the user and those in the vicinity, although the current medical evidence is still being developed.

I ask the Board's approval of this addition of e-cigarettes to the District's current definition of tobacco products.

TLB/rs

Attachment

BOARD OF TRUSTEES – 100
Tobacco Policy (100.15)

Date Adopted: December 17, 1996
Revised:

The Board of Trustees of Illinois Eastern Community Colleges recognizes the importance of providing a healthy environment for students and staff in compliance with the Illinois Clean Indoor Air Act.

Use of tobacco products is prohibited in any District 529 facility that is open and available to the general public. Use of tobacco products is prohibited in any vehicle owned or leased by District 529.

The prohibition on use of tobacco products shall include the prohibition on the use of electronic cigarettes or e-cigarettes, electronic vaporizing devices, personal vaporizers, or electronic nicotine delivery systems, or any electronic inhaler that is meant to simulate and substitute for tobacco smoking.

Colleges shall make reasonable efforts to prevent use of tobacco products in public places outside established smoking areas by posting signs or by appropriate warnings in catalogs, and schedules.

Students, staff, contractors, and visitors to the college are subject to compliance with this policy. Persons who purposely violate this policy shall be subject to appropriate disciplinary action.

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

GASB Designation of Tax Levy Year

MEMORANDUM

TO: Board of Trustees
FROM: Roger Browning
DATE: October 15, 2013
RE: GASB Designation of Tax Levy Year

Under guidelines established by the Governmental Accounting Standards Board (GASB), IECC may designate the fiscal year that the District's tax levy is to be recognized as income. Currently, the District levies and extends taxes based upon a calendar year. The calendar year overlaps the district's school year and the District's fiscal year.

The following resolution clarifies that under GASB guidelines, taxes levied by the District for calendar year 2013 will be collected late in calendar year 2014 and that income from the collection of such funds will be allocated 100% to Fiscal Year 2015 (July 1, 2014 – June 30, 2015).

I ask the Board's adoption of this resolution.

RB/akb

Attachment

RESOLUTION SETTING FORTH TAX LEVIES FOR 2013

Be it resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

That the Board hereby incorporates, by reference, all prior resolutions adopted in calendar year 2013 concerning tax levies and extensions

Be it further resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

That the sum of Two Million Three Hundred Fifty Three Thousand Seven Hundred Fifty Dollars (\$2,353,750) be levied as a tax for Educational purposes; and the sum of One Million Eight Thousand Seven Hundred Fifty Dollars (\$1,008,750) be levied as a tax for Operations and Maintenance purposes; and the sum of Two Hundred Twenty Thousand Dollars (\$220,000) be levied as a special tax for Social Security and Medicare purposes; and the sum of Eighty Thousand Dollars (\$80,000) be levied as a special tax for Financial Audit purposes; and the sum of Two Hundred Fifty Thousand Dollars (\$250,000) be levied as a special tax for purposes of the Local Government and Governmental Employees Tort Immunities Act; and the sum of Two Hundred Thousand Dollars (\$200,000) be levied as a special tax for Worker’s Compensation and Unemployment purposes on the equalized assessed value of the taxable property of Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, State of Illinois, for the year 2013 to be collected in the year 2014; and that the income from the levy for the year 2014 be allocated 100% for Fiscal Year 2015.

Adopted this 15th day of October, A.D. 2013

AYES: _____

NAYS: _____

ABSENT: _____

Chairman, Board of Trustees Date
Community College District #529

ATTEST:

Secretary, Board of Trustees Date
Community College District #529

Agenda Item #8B

Certificate of Compliance with the Truth in Taxation Law

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
SUBJECT: Certificate of Compliance with the Truth in Taxation Law

At the September 17th Board meeting, the Board approved the District's estimated aggregate tax levy and confirmed that notice of the District's levy was not required to be placed in District newspapers and that a hearing on the levy was not necessary pursuant to the Truth in Taxation Law, which requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the District.

Since the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, did not exceed 105% of the aggregate amount of property taxes extended upon the District's EAV of the preceding year, public notice was not necessary and a public hearing was not required since the District's intent is to adopt a tax levy that does not exceed 105% of such extension for the preceding year.

The Board estimated the aggregate amount of taxes to be levied for the year 2013 is \$4,112,500, and that the aggregate amount of taxes estimated to be levied for the year 2013 does not exceed 105% of the taxes actually extended by the district for the year 2012.

I ask the Board's approval of the attached Truth in Taxation Certificate of Compliance.

TLB/akb

Attachment

TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE

I, the undersigned, hereby certify that I am the presiding officer of Illinois Eastern Community College District No. 529 and as such presiding officer, I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions Sections 18-60 through 18-85 of the "Truth in Taxation" Law.

CHECK ONE OF THE CHOICES BELOW:

The taxing district published a notice in the newspaper and conducted a hearing, meeting the requirements of the Truth in Taxation Law, and a copy of the ad is attached.

The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, notice and a hearing were not necessary. Resolution attached.

The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.

The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

This certificate applies to the 2013 levy.

Date: _____

Presiding Officer: _____
(Signature)

RESOLUTION
NO TAX LEVY HEARING REQUIRED
ADOPTION OF TAX LEVY OCTOBER 15, 2013

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the tax levy for said community college district for 2013 for taxes due and collectible in 2014:

1. Date of Fiscal Year: July 1, 2014 - June 30, 2015.
2. Publication of Notice of Public Hearing on Tax Levy: Publication not required.
3. Public Hearing on Tax Levy: Hearing not required.
4. Adoption of Tax Levy: October 15, 2013.

BY ORDER OF THE BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGE
DISTRICT NO. 529

G. Andrew Fischer
Chairman, Board of Trustees

9.17.13
Date

Harry Hillis, Jr.
Secretary, Board of Trustees

9.17.13
Date

Agenda Item #8C

Certification of Tax Levy for FY2015

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
SUBJECT: Certification of Tax Levy for FY2015

The Board must certify IECC's tax levies for FY2015, beginning July 1, 2014 and ending June 30, 2015. The Certificate of Tax Levy is attached for your review. Prior years' information is also presented for comparison purposes.

In addition to the education and building fund, this certificate of tax levy will carry the statement that an additional levy must be made by each County Clerk for the outstanding bond issue and tort liability, workmen's compensation, audit, unemployment, Medicare and other insurance.

The tax rate for FY2015 is estimated at 46.58 cents per \$100 in equalized assessed valuation.

I recommend that the Certificate of Tax Levy for FY2015 be approved as presented.

TLB/akb

Attachment

CERTIFICATE OF TAX LEVY

Richland, Clark, Clay, Crawford, Cumberland,
Community College District No. 529 County(ies) Edwards, Hamilton, Jasper, Lawrence, Wayne, Wabash & White
Community College District Name Illinois Eastern Community Colleges and State of Illinois

We hereby certify that we require:

- the sum of \$ 2,353,750 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and
- the sum of \$ 1,008,750 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 0 to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 250,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and
- the sum of \$ 220,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 80,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 0 to be levied as a special tax for protection, health and safety purposes (110 ILCS 805/3-20.3.01), and
- the sum of \$ 200,000 to be levied as a special tax for (specify) worker's compensation & unemployment purposes, on the taxable property of our community college district for the year 2013.

Signed this 15th day of October, 2013.

Chairman of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 2.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

.....
(Detach and return to Community College District)

This is to certify that the Certificate of Tax Levy for Community College District No. _____ County(ies) of _____ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 20 _____ was filed in the office of the County Clerk of this county on _____, 20 _____.

In addition to an extension of taxes authorized by levies made by the board of said community college district and additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 20 _____ is \$ _____.

Date County Clerk and County

**Illinois Eastern Community Colleges
Tax Levy History**

It is necessary to certify our tax levies for FY 2015, beginning July 1, 2014 and ending June 30, 2015. This information and that of prior years is presented below to assist in evaluating next year's levy.

FISCAL YEAR	ACTUAL EAV	EDUCATIONAL LEVY	BUILDING LEVY	OPERATING LEVY	OPERATING TAX EXTENSION	TOTAL TAX LEVY RATE	ACTUAL EXTENSION TAX RATE	
1995	743,421,002	1,330,000	570,000	1,900,000	1,858,553	43.02	42.08	
1996	789,479,991	1,400,000	600,000	2,000,000	1,973,700	42.99	42.42	
1997	840,096,133	1,555,000	667,000	2,222,000	2,100,240	42.66	40.32	
1998	904,660,676	1,610,000	690,000	2,300,000	2,261,652	46.24	45.47	
1999	945,037,299	1,800,000	765,000	2,565,000	2,362,593	48.07	44.28	
2000	983,802,073	1,820,000	780,000	2,600,000	2,459,505	46.27	43.77	
2001	980,620,689	1,837,500	787,500	2,625,000	2,451,552	44.71	41.76	
2002	1,010,227,912	1,837,500	787,500	2,625,000	2,525,570	46.91	45.13	
2003	1,019,727,226	1,925,000	825,000	2,750,000	2,549,318	47.91	44.41	
2004	1,034,733,922	1,925,000	825,000	2,750,000	2,586,835	47.24	44.44	
2005	1,023,487,154	1,925,000	825,000	2,750,000	2,558,718	46.99	43.72	
2006	1,077,939,382	1,925,000	825,000	2,750,000	2,694,848	45.91	44.99	
2007	1,101,476,437	2,100,000	900,000	3,000,000	2,753,691	46.36	42.55	
2008	1,109,341,717	2,135,000	915,000	3,050,000	2,773,354	46.97	42.71	
2009	1,373,502,477	2,135,000	915,000	3,050,000	3,019,810	45.78	39.36	
2010	1,203,320,686	2,450,000	1,050,000	3,500,000	3,008,302	48.99	42.11	
2011	1,268,645,929	2,450,000	1,050,000	3,500,000	3,171,615	45.94	41.63	
2012	1,266,328,720	2,450,000	1,050,000	3,500,000	3,165,822	48.47	43.84	
2013	1,289,013,277	2,450,000	1,050,000	3,500,000	3,202,552	48.59	44.46	
2014	1,313,132,171	2,353,750	1,008,750	3,362,500	3,263,408	45.81	44.46	
						46.29	43.20	Average
Estimated:								
2015	1,345,000,000	2,353,750	1,008,750	3,362,500	??	46.58	??	

In addition to the Educational and Building Fund, our certificate of tax levy will carry the statement that an additional levy must be made by each county clerk for each of the outstanding bond issues, for insurance purposes: (tort liability, Medicare, worker's compensation and unemployment), and for financial audit purposes.

Agenda Item #8D

Health Savings Accounts, Calendar Year 2014

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Health Savings Accounts, Calendar Year 2014

In February of 2010 the Board approved the offering of a Qualified High Deductible Health Plan (District Plan) to all non-faculty employees. The Board also implemented a plan allowing Health Savings Accounts (HSA) that enabled qualified employees in the District Plan to set aside money in pre-tax dollars.

Bargaining unit faculty became eligible to participate effective January 1, 2013, pursuant to the new faculty contract. In the contract, the Board agreed to a \$1,000 HSA contribution for both calendar years 2013 and 2014 for faculty. Since the HSA program requires equal contributions, the Board will also need to contribute \$1,000 to each non-bargaining unit employee's HSA. This contribution would be only for each non-bargaining unit employee working at least 40 hours of service per week.

The Board normally establishes the amount of the District's contribution to the District Plan participant's HSA prior to the beginning of the open enrollment period which will be the last week in October to December 6, 2013. The District has made the following contribution to each qualified employee's HSA since implementation:

Calendar Year 2010 - \$1,500
Calendar Year 2011 - 500
Calendar Year 2012 - 1,000
Calendar Year 2013 - 1,000
Calendar Year 2014 - 1,000 (Recommended)

The administration believes the District's high deductible plan has been very successful in reducing the size of premium increases. It is recommended that the Board make a \$1,000 contribution for Calendar Year 2014 to each qualified employee's HSA. A qualified employee being all bargaining unit faculty employees, and all non-bargaining unit employees working at least 40 hours of service per week as defined in district policy and procedures.

TLB/rs

Agenda Item #8E

Employee Health and Dental Insurance Renewal

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
SUBJECT: Employee Health and Dental Insurance Renewal

Blue Cross Blue Shield (BCBS) has proposed an overall 12.3% average rate increase for District employee's health coverage and a 5.0% increase in dental rates. This 12.3% health coverage increase includes approximately \$94,000 (3.3%) for estimated Health Insurer fees required as part of the Affordable Care Act (ACA).

Beginning in calendar year 2010, the District implemented a "Qualified High Deductible Health Plan" (QHDHP) to hold down the cost of providing health care coverage to District employees and to reduce the size of annual health insurance premium increases. The District also created Health Savings Accounts (HSA) and implemented a Medical Reimbursement Plan (MRP) for eligible employees.

The administration believes the District's QHDHP and MRP have been successful in reducing the size of increases of the District's annual health care premiums. The history of the District's health rate increases follow:

Rate Increase History

September 1, 2009 – August 30, 2010	15.0% Increase
September 1, 2010 – December 31, 2010	10.4% Increase
January 1, 2011 – December 31, 2011	8.5% Increase
January 1, 2012 – December 31, 2012	7.2% Increase
January 1, 2013 – December 30, 2013	5.6% Increase
January 1, 2014 – December 30, 2014	12.3% (Includes 3.3% for ACA)

BCBS has proposed a 5.0% increase in dental premiums. The District's dental plan covers all full-time employees. In 2013 the District experienced a 4.5% reduction in dental rates, so the dental renewal rates are comparable to the rates two years ago.

To comply with the ACA definition of employees entitled to insurance, the Board approved the offering of insurance to employees who average at least 30 hours and less than 39.99 hours of work per week. These employees will be considered as Level 2 employees.

In the district's request for rate renewal from BCBS, the district included coverage of Level 2 employees. The January 1, 2014 renewal from BCBS includes language that covers Level 2 employees to the group of employees eligible for health insurance coverage effective January 1, 2014. Under the agreement with BCBS, the district will pay 25% of the employee only monthly premium for Level 2 employees. The district will continue to pay 100% of the employee only monthly premium for Level 1 employees.

I recommend that the Board accept the renewal as proposed by BCBS of Illinois, to be effective January 1, 2014 to December 31, 2014, and add language to include Level 2 employees as outlined above. The proposed rates are attached for your review.

TLB/rs

**BCBS Rates and Deduction Amounts - effective 01/01/2014
for Level 1 employees**

**DISTRICT Plan Rates - MEDICAL
(High Deductible Plan)**

	Monthly Rate	Employer Monthly Contribution	Employee Monthly Deduction
Employee Only	\$751.03	\$751.03	\$0.00
E & Spouse	\$1,618.11	\$751.03	\$867.08
E & Children	\$1,197.47	\$751.03	\$446.44
E & Family	\$2,185.27	\$751.03	\$1,434.24

Optional Plan Rates -MEDICAL

	Monthly Rate	Employer Monthly Contribution	Employee Monthly Deduction
Employee Only	\$884.02	\$751.03	\$132.99
E & Spouse	\$1,904.69	\$751.03	\$1,153.66
E & Children	\$1,409.55	\$751.03	\$658.52
E & Family	\$2,572.30	\$751.03	\$1,821.27

Dental Rates - Same for all Plans

	Monthly Rate	Employer Monthly Contribution	Employee Monthly Deduction
Employee Only	\$29.10	\$29.10	\$0.00
E & Spouse	\$59.45	\$29.10	\$30.35
E & Children	\$75.17	\$29.10	\$46.07
E & Family	\$80.34	\$29.10	\$51.24

**BCBS Rates and Deduction Amounts - effective 01/01/2014
for Level 2 employees**

**DISTRICT Plan Rates - MEDICAL
(High Deductible Plan)**

	Monthly Rate	Employer Monthly Contribution	Employee Monthly Deduction
Employee Only	\$751.03	\$187.76	\$563.27
E & Spouse	\$1,618.11	\$187.76	\$1,430.35
E & Children	\$1,197.47	\$187.76	\$1,009.71
E & Family	\$2,185.27	\$187.76	\$1,997.51

Optional Plan Rates -MEDICAL

	Monthly Rate	Employer Monthly Contribution	Employee Monthly Deduction
Employee Only	\$884.02	\$187.76	\$696.26
E & Spouse	\$1,904.69	\$187.76	\$1,716.93
E & Children	\$1,409.55	\$187.76	\$1,221.79
E & Family	\$2,572.30	\$187.76	\$2,384.54

Dental Rates - Level 2 employees are not eligible for Dental benefits

Agenda Item #8F

Eligibility for Special Tax Levy

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Eligibility for Special Tax Levy

The Public Community College Act allows districts eligible for equalization to levy up to the combined state-wide average tax rate for education and operations and maintenance purposes if the District is currently levying less than that amount.

The Illinois Community College Board has certified that the average tax rate for education and operations and maintenance purposes is 26.43 cents per \$100.00 of equalized assessed valuation. Therefore, the District is eligible to levy an additional 1.43 cents of taxes, which would generate estimated additional tax revenue of \$184,197.00. If the Board were to utilize this additional levy authority, such levy would be subject to a back door referendum.

The Board of Trustees has never utilized this additional tax authority and I would recommend that it not levy the additional 1.43 cents.

TLB/rs

Agenda Item #8G

Data Sharing Agreement with East Richland School District

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Data Sharing Agreement with East Richland School District

The district and the East Richland School District (ERHS) are currently jointly operating under a Science Technology Engineering Math (STEM) grant.

Under the grant, OCC and ERHS are working together to improve student math and English skills and reduce the need for college remediation. The program has just begun, but has been very successful.

As the work under the grant moves forward, OCC and ERHS will need to share data about the student's high school courses and grades and other academic history.

Data under this agreement will not be shared without the written permission of the parties and shall remain secure from unauthorized physical or electronic access. Data collected will be categorized as either normal, sensitive, or confidential and personnel will be trained concerning these categories and data usage. Both parties agree to comply with family educational rights and privacy rights (FERPA) and the health Insurance Portability and Accountability (HIPPA) and the Red Flag requirements under the Financial Services Modernization Act.

I ask the Board's approval of this data sharing agreement between the district and ERHS.

TLB/rs

Attachment

DATA SHARING AGREEMENT
between
ILLINOIS EASTERN COMMUNITY COLLEGES/OLNEY CENTRAL COLLEGE
and
EAST RICHLAND HIGH SCHOOL

This Data Sharing Agreement is intended to cover circumstances in which the above named parties need access to data that contains personally identifiable information (social security numbers, names, etc.) belonging to current and former students. These circumstances include the following purposes intended to improve educational opportunities for the residents of these districts:

1. Increase collaboration between secondary and post-secondary systems;
2. Reduce the need for college remediation;
3. Promote greater awareness of post-secondary educational options including financial aid and academic resources;
4. Create seamless transition systems from secondary educations to post-secondary education;
5. Ensure that individuals who are members of special populations have the opportunity to access and succeed;
6. Develop career pathways that contain multiple entry and exit points to facilitate student success and lifelong learning;
7. Increase curricular alignment and reduce curricular duplication;
8. Support the development of integrated and applied curricular content;
9. Increase the opportunities for students to earn college credit while enrolled in high school;
10. Increase the opportunities to students to obtain marketable post-secondary certificates or degrees that support their career goals;
11. Create professional development programs designed to simultaneously engage and support secondary and post-secondary partners;
12. Utilize data for program improvement.

1.0 Period of Agreement

The period of this Agreement shall be in effect from September 2013 until terminated in writing by a partner organization.

2.0 Constraints on Use of Data

Data supplied by the parties to this Agreement or collected on behalf of the parties' students, prospective students, employees, or alumni is the property of the parties to this Agreement and

shall not be shared with third parties without the written permission of the parties to this Agreement. Data shall not be sold or used, internally or externally, for any purpose not directly related to the scope of work defined in this Agreement without the written permission of the parties to this Agreement.

3.0 Data Security

The parties to this Agreement shall employ industry best practices, both technically and procedurally, to protect the data from unauthorized physical and electronic access. Methods employed are subject to annual review and approval by the parties to this Agreement.

3.1.1 Data Elements

Data shared shall be limited to the data elements specifically defined and authorized by the parties to this Agreement. If one or more of the parties wishes to collect additional data, they must submit a request in writing to the other parties. Under no circumstances shall any of the parties collect any information classified as Sensitive or Confidential without the express written approval of the parties to this Agreement.

3.2 Data Categories

The following definitions shall be used to classify data for security purposes:

Normal: The least restrictive class of data. Although it must be protected from unauthorized disclosure and/or modification, it is often public information or generally releasable under procedures for processing public record requests. Examples of this class of data are: class schedules, course catalogs, general ledger data, and employee demographic statistics.

Sensitive: This class includes data for which specific protections are required by law or for which agencies are obligated to prevent identity theft or similar crimes or abuses. Examples of this class of data are: peoples' names in combination with any of the following: driver's license numbers, birth date, student ID number (SID), address, e-mail addresses, telephone numbers. Also included are: agency papers, grades, and test results, or information identifiable to an individual that relates to any of these types of information.

Confidential: Access to these elements are tightly controlled and audited. Examples of these data are: Social Security Numbers (SSN), financial profiles, medical data, and disciplinary records.

3.3 Data Handling Requirements

Data handling requirements may vary depending on the classification of data shared with each of the parties. However, it is anticipated that most data shared with the

parties to this Agreement will involve a mix of data classes including Sensitive and possibly Confidential information. Therefore, whenever data elements are aggregated for collection, transmission, or storage, the aggregate data shall be handled using the protocols that apply to the most sensitive data element.

4.0 Personnel

4.1 Access to Data

The parties to this Agreement shall limit access to Sensitive and Confidential data to those staff members with a well-defined business need.

4.2 Security Training

The parties to this Agreement shall provide periodic training for staff on internal security policies and procedures, and on applicable state and federal legal requirements for protecting Sensitive and Confidential data.

4.3 Criminal Background Checks

The parties to this Agreement shall certify that all staff members with access to confidential information have been subjected to a criminal background check and have no record of any felony convictions. Any exceptions to this requirement must be approved in writing by the parties to this Agreement.

4.4 Prohibition on Mobile Devices and Removable Media

The parties to this Agreement shall have a written policy prohibiting the transfer of storage of unencrypted customer information on employee mobile devices or removable storage media for any reason. This policy shall be made available to each employee individually and shall be strictly enforced. This prohibition would include transmission of data via e-mail or electronically.

5.0 Compliance with Applicable Laws and Regulations

The parties to this Agreement shall comply with all applicable federal laws and regulations protecting the privacy of citizens including the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA). Where applicable, the parties to this Agreement shall also comply with all provisions of the Financial Services Modernization Act (the "Gramm-Leach-Bliley Act".)

6.0 Indemnification

The parties to this Agreement shall defend, indemnify, release, and hold said parties harmless from and against all Claims, Losses, and Expenses when arising out of or incidental to this Agreement regardless of the negligence or fault of the person.

7.0 Amendments and Alterations to this Agreement

The parties to this Agreement may amend this Agreement by mutual consent, in writing, at any time.

By the signatures of their duly authorized representative below, the parties intending to be legally bound agree to all of the provisions of this Data Sharing Agreement.

Date: _____

By: _____
Signature Print Name

Title: _____

Telephone: _____

E-mail: _____

**East Richland High School
1200 East Laurel Street
Olney, IL 62450**

Date: _____

By: _____
Signature Print Name

Title: _____

Telephone: _____

E-mail: _____

**Illinois Eastern Community Colleges/Olney Central College
305 North West Street
Olney, IL 62450**

Agenda Item #8H

Tuition Specials for Spring and Summer 2014

Agenda Item #8H

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Tuition Specials for Spring and Summer 2014

As part of the Student Enrollment and Completion Plan, the district has considered tuition “specials” that might bring additional enrollment to the colleges. The Cabinet has developed two tuition alternatives that might increase enrollment during the Spring 2014 semester and the Summer 2014 term.

The Spring 2014 semester tuition special would be for one 3 hour class either online, face to face, or hybrid, at a \$35 special tuition rate per credit hour for new students not currently enrolled or students who have not been enrolled at IECC for the past 36 months. Additional requirements include:

- Student is a resident of District 529
- Student pays tuition and fees in full at the time of registration, including tuition and fees due from a prior semester and student is responsible for textbooks and supplies
- Special tuition rate of \$35 per credit hour will be limited to 3 semester hours. Students may take more than 3 semester hours, but only 3 will qualify for the discounted rate
- Excluded courses are Allied Health, Concealed Carry, Non-Credit, Community Ed, Truck Driving, and Business and Industry

The Summer 2014 term tuition special is limited to 12 credit hours per student online, face to face, or hybrid at a \$35 special tuition rate per credit hour for students subject to the following conditions:

- Student is a resident of District 529
- Student pays tuition and fees in full before the 1st day of classes including tuition and fees due from a prior semester and the student is responsible for textbooks and supplies
- Special Summer rate of \$35 per credit hour will apply to a maximum of 12 semester hours
- Excluded courses are Allied Health, Concealed Carry, Non-Credit, Community Ed, Truck Driving, and Business and Industry

I ask the Board’s approval of the Spring 2014 Semester Tuition Special and the Summer 2014 Term Tuition Special.

TLB/rs

Agenda Item #8I

Concealed Carry Student Release

Agenda Item #8I

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2015
RE: Concealed Carry Student Release

The district will soon offer instruction that will allow a successful student to apply for a concealed carry permit. Before the district offers these courses, the student will be required to sign a Hold Harmless and Release Agreement.

Under the release, the student acknowledges that the course requires the discharge of firearms with live ammunition that carry a risk of accident or injury which could occur without fault on behalf of either the student or the district. The student agrees to assume the risk of accident or injury that might occur to him or her while participating in the required live fire training exercise and that the student will bear sole responsibility for any accident or injury. The student acknowledges that the district does not, and will not, provide any accidental death, disability, dismemberment or medical insurance on behalf of the student participating in the fire arms class.

I ask the Board's approval of this Hold Harmless and Student Release Agreement.

TLB/rs

Attachment

HOLD HARMLESS AND RELEASE AGREEMENT

I, _____[name]_____, have requested that Illinois Eastern Community Colleges (hereinafter “the College”) allow me to participate as a student in a firearms training course (Class No. _____). I understand that participation in and attendance at this course involves the occasional use and discharge of firearms with live ammunition. These activities can carry a risk of accident or injury, which may occur with or without any fault on either the part of myself, the College and its employees, and other third-party service providers that may participate in the training course.

In consideration for the College permitting me to participate in the aforementioned firearms class, I agree to pay any required tuition and fees that the College may charge from time to time. In further consideration for the College permitting me to participate in the aforementioned firearms class, I will assume the risk of any accident or injury that may occur to me while participating in live fire training exercises, and I will bear sole responsibility, including any legal and financial responsibility, for any such accident or injury. I understand that the College does not, and will not, provide any accidental death, disability, dismemberment or medical insurance on behalf of students who participate in the firearms class.

By signing this Hold Harmless and Release Agreement, I indemnify, hold harmless and release the College, its Board members, officers, representatives, agents, attorneys, employees, subsidiaries, assignees, and successors from any and all claims, demands, or causes of action, including causes of action for negligence and intentional torts, as well as any or all costs, expenses, and attorneys’ fees, arising out of or in any way connected with, directly or indirectly, my participation in the firearms training course.

Student Name (please print)

Student Signature

Date

Agenda Item #8J

Gun Club Indemnification Agreement

Agenda Item #8J

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Gun Club Indemnification Agreement

As part of the district's concealed carry instruction course, the state law requires a live fire portion. The district has worked to establish locations where this live fire portion of the course can occur. Most facilities will have a classroom where instruction can occur so that concealed carry instruction will generally occur off college property.

The Gun Clubs have asked for compensation for the use of the facility and the district has agreed to pay \$100 for each course taught. Further, the Board agrees to indemnify and hold harmless the Gun Club from any and all monetary claims, liability, loss, cost and expenses incurred by the Gun Club as the result of any physical injury sustained by an individual while on the Gun Club's property and caused by the Board, its employees or students while providing instruction on the Gun Club's property.

I ask the Board's approval of this Indemnification Agreement, which will be used with the various Gun Clubs for instruction by district employees.

TLB/rs

Attachment

AFFILIATION AGREEMENT

The Board of Trustees of Illinois Eastern Community Colleges District 529 (“Board”) and {*insert Gun Club Name*} (“Gun Club”), hereby enter into the following Affiliation Agreement, which will govern the terms by which the Board can use the Gun Club’s property (including its firing range) for Concealed Carry Courses.

1. **Use of Property.** If the Board decides to use the Gun Club’s property in connection with teaching a Concealed Carry Course, the Board will pay the Gun Club one hundred dollars (\$100.00) for each course taught, to be paid before the first day of the course. Upon such payment, the Gun Club will allow the Board’s employees and students to access the Gun Club’s property, including but not limited to the firing range, for purposes of providing instruction. The Gun Club may terminate the Board’s access to its property at any time and for any reason, after delivery and receipt of a 30-day advance written notice to the Board’s Chief Executive Officer at 233 E. Chestnut Street, Olney, Illinois 62450. If the Gun Club terminates such access, it will return to the Board a prorated amount of the \$100.00 fee for that portion of the course that had not yet been taught on the Gun Club’s property.

2. **Indemnification of Gun Club.** In further consideration of the Gun Club’s permission for the Board to use the Gun Club’s property, the Board agrees to indemnify and hold harmless the Gun Club and its subsidiaries, affiliates, officers, directors, employees and shareholders (“Gun Club Indemnified Parties”) from and against all monetary claims, liability, loss, costs and expenses (“Claims”) incurred by the Gun Club Indemnified Parties as a result of any physical injury sustained by any individual while on the Gun Club’s property, which is directly caused by the Board, its employees and/or students while providing instruction on the Gun Club’s property. Any indemnification obligation required by this paragraph shall be effective, provided that the Gun Club notifies the Board within thirty (30) calendar days of the earlier of when the Gun Club first became aware, or reasonably should have become aware, of the potential Claims. Upon notice of a Claim covered by this paragraph, the Board will assume control of the Gun Club Indemnified Parties’ legal defense and all related settlement negotiations, including but not limited to selecting the attorney(s) who will defend the Gun Club Indemnified Parties. The Gun Club Indemnified Parties will provide the Board with any requested assistance in defense of the Claims. If the Gun Club Indemnified Parties fail to provide such requested assistance, the Board’s obligations under this paragraph will permanently lapse.

3. **Termination of Agreement.** This Agreement may be terminated by either party upon the delivery of a 30-day advance written notice.

Dated: _____

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529

By: _____
CEO Date

By: _____
Program Coordinator

{Insert Gun Club Name}
I certify that I have the authority to bind the {Insert Gun Club Name} to this agreement and have the power to sign on behalf of (Insert Gun Club Name).

By: _____
Signature Title Date

Agenda Item #8K

Affiliation Agreement with Good Samaritan Surgery Center

Agenda Item #8K

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Affiliation Agreement with Good Samaritan Surgery Center – ADN

IECC wishes to enter into an affiliation agreement with Good Samaritan Surgery Center, located in Mt. Vernon, Illinois.

This affiliation agreement is for the Associate Degree in Nursing Program.

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

TLB/rs

Attachment

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

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this 9th day of September, 2013 by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, OLNEY CENTRAL COLLEGE ASSOCIATE DEGREE NURSING/PRACTICAL NURSING CERTIFICATE PROGRAM (offered at Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College), hereinafter referred to as DISTRICT #529 and

Good Samaritan Surgery Center, Mt. Vernon, IL

(Agency)

(City) (State)

(hereinafter referred to as AGENCY):

WITNESSETH THAT:

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

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

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

1. The AGENCY agrees to make its facilities available in all areas of patient care for observation and participation by the students and faculty of the DISTRICT #529, Nursing Program subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the Associate Dean and/or Department Head of the Nursing Program on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical nursing laboratory practice, and will be available to the nursing students.

The specific assignment of learning experiences to specific students will be made and arranged by the Nursing Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Supervisor or Coordinator on behalf of the AGENCY. Nursing Faculty assumes full responsibility and supervision of the nursing students during their laboratory experience in the AGENCY.

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

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

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

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

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

6. The faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Nursing Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new Nursing Faculty member of DISTRICT #529 participating in the program will arrange

with the Director of Nursing Service, on behalf of the AGENCY, for an orientation prior to the assignment of the new Nursing Faculty member to any clinical area.

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

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

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

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

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

12. Nursing Faculty and nursing students are responsible for health care costs related to incidents occurring in the clinical agencies.

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

14. 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 Nursing Program, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their nursing laboratory experience needed for graduation at the AGENCY.

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

AGENCY:
Good Samaritan Surgery Center

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529, OLNEY CENTRAL COLLEGE
ASSOCIATE DEGREE NURSING/PRACTICAL
NURSING CERTIFICATE PROGRAM:

Vice President or
Director of Nursing Services

Department Head of Nursing

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: 03/12

Agenda Item #8L

Affiliation Agreement with Salem Township Hospital – Phlebotomy

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 15, 2013
RE: Affiliation Agreement with Salem Township Hospital - Phlebotomy

IECC wishes to enter into an affiliation agreement with Salem Community Hospital, located in Salem, Illinois.

This affiliation agreement is for the Phlebotomy Program.

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

TLB/rs

Attachment

AFFILIATION AGREEMENT

BETWEEN

ILLINOIS EASTERN COMMUNITY COLLEGES,
DISTRICT # 529

Frontier Community College Phlebotomy Program

AND

Salem Township Hospital

THIS AGREEMENT made and entered into this 20th day of September by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529, Frontier Community College, for its Phlebotomy Program (hereinafter referred to as DISTRICT #529) and Salem Township 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 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 _____.

SALEM TOWNSHIP HOSPITAL
1201 RICKER DRIVE
SALEM IL 62881

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529,
FRONTIER COMMUNITY COLLEGE

Lisa Hanks
Director of Medical Laboratory Services

Kimberly Feuquay, Phlebotomy Instructor

Stephanie Hilton-Siebert
Administrator, Hospital or Agency

President, Frontier Community 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 #9

Bid Committee Report

**Wabash Valley College
CNC Plasma Cutter – Grant
Boiler Replacement**

**Lincoln Trail College
Storage Building**

BID COMMITTEE REPORT
October 15, 2013

Wabash Valley College

1. CNC Plasma Cutter – Grant
2. Boiler Replacement

Lincoln Trail College

1. Storage Building

TO: Board of Trustees

FROM: Bid Committee

DATE: October 15, 2013

SUBJECT: CNC Plasma Cutter for Wabash Valley College's Advanced Mfg. Program (Grant)

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 PlasmaCAM, Inc., Colorado City, CO for a total of \$11,210.83.

CNC Plasma Cutter for WVC's Advanced Mfg. Program (Grant)	
Company	Total Bid
EZ Cut CNC St. Louis, MO	No Bid
Gano Welding Charleston, IL	\$18,545.45
PlasmaCAM, Inc. Colorado City, CO	\$11,210.83
Praxair Distribution, Inc. Elko, MN	\$25,250.00

Respectfully submitted,

Roger Browning
Bo Cook
Matt Fowler
Harry Hillis, Jr.

Bid award is subject to grant approval by William Rainey Harper College.

Department: Advanced Manufacturing Program.

Source of Funds: Department of Labor – TAACCCT William Rainey Harper College Grant.

Rationale for Purchase: The system meets the power, footprint, material and precision/accuracy requirements of the equipment bid specifications.

The "Advertisement for Bids" was placed in the Robinson Daily News for one (1) day. In addition, individual invitations to bid were sent directly to fourteen (14) potential vendors.

Specifications for WVC CNC Plasma Cutter

Power, Weight & Dimensions

115/230 VAC 50/60 Hz, 10 A

(Must be able to be powered off same circuit as computer)

Weight 500 lbs. or less

Machine footprint limited to: 6 ft. x 6 ft. x 8 ft.

Cutting Capacity

Material thickness of 1 inch

Supports work weighing 1000 lbs.

Cuts 4 x 8 ft. minimum

Speed (Inches per Minute)

X/Y Axis .1 – 500 ipm

Z Axis (raise/lower) 3.0 – 50 ipm

Resolution

X/Y Axis .001 inches

Z Axis .003 inches

Z Axis adjustment to maintain Z Axis setting on contoured/non-flat work.

Machine Controls

- Automated to control sequence of cutting complex designs. Kerf adjustment, holes vs. perimeter, generates lead in points.
- Screen recognition of part location
- Mouse control of cutting torch
- Screen display of cutting torch location
- Start/pause/restart capacity from last point
- Large part middle of cut indexability

Z Axis Control

- Moves up and down to maintain gap to allow for variations in work
- Raises between cuts to allow work removal
- Senses torch actuation before starting cut

Software

- Capacity to work directly with images without necessity of additional programming, layout drawings or metal patterns.
- Ability to transfer drawing files
- Read and convert scanned images into machine capable vector paths
- Ability to add lettering to images
- Area zoom
- Ability to resize (scale), rotate, nest and make part copies

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL. DELIVERED TO WABASH VALLEY COLLEGE, 2200 COLLEGE DRIVE, MT. CARMEL, IL 62863. 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 \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE.

TO: Board of Trustees

FROM: Bid Committee

DATE: October 15, 2013

SUBJECT: Boiler Replacement for Wabash Valley College's Spencer Sports Center

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 **Sharp & Williams, Inc., Mt. Carmel, IL** for a total of **\$28,076.00**.

Boiler Replacement for WVC Spencer Sports Center	
Company	Total Bid
J. E. Shekell, Inc. Evansville, IN	\$30,621.00
Read's, Inc. Olney, IL	\$48,500.00
Sharp & Williams, Inc. Mt. Carmel, IL	\$28,076.00

Respectfully submitted,

Roger Browning
Matt Fowler
Harry Hillis, Jr.

Department: Spencer Sports Center.

Source of Funds: Operations and Maintenance Fund.

Rationale for Purchase: Current boiler is original heating source for Spencer Sports Center (1976) and unable to hold water.

The "Advertisement for Bids" was placed in the Robinson Daily News for one (1) day. In addition, individual invitations to bid were sent directly to fifteen (15) potential vendors.

Specifications for WVC Boiler Replacement

1. Drain system, disassemble existing boiler and discard.
2. Install 95% efficient 375,000 BTU or greater modulating boiler complete with circulating pump, operating controls, induced draft motor and pilot less ignition in existing location.
3. Connect supply and return water lines to new boiler. Lines will be modified to a primary and secondary pumping system. Disconnect lines no longer in use.
4. Reuse existing primary pump.
5. Insulate new supply and return lines.
6. Provide necessary electrical power and control wiring.
7. Reinstall gas line.
8. Install new 4" PVC flue and combustion air intake. Both lines to be routed up and through side wall.
9. Refill system, leak check, bleed air and start system.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL. DELIVERED TO WABASH VALLEY COLLEGE, 2200 COLLEGE DRIVE, MT. CARMEL, IL 62863. 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 \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE.

TO: Board of Trustees

FROM: Bid Committee

DATE: October 15, 2013

SUBJECT: Storage Building for Lincoln Trail College

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 rejecting all bids due to the cost exceeding available budget.

120' x 40' Storage Building for Lincoln Trail College	
Company	Total Bid
Bergstrom Construction Olney, IL	\$97,000.00
Corner Stone Builders Flat Rock, IL	\$65,000.00
G & T Builders Robinson, IL	\$137,000.00
Illini Builders Olney, IL	\$207,000.00
SESCO Construction, Inc. Robinson, IL	\$149,100.00

Respectfully submitted,

Roger Browning
Kathy Harris
Harry Hillis, Jr.

Department: Operations and Maintenance.

Source of Funds: LTC Foundation.

Rationale for Purchase: To provide storage and parking.

The "Advertisement for Bids" was placed in the Robinson Daily News for one (1) day. In addition, individual invitations to bid were sent directly to twenty-six (26) potential vendors.

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
September 30, 2013**

FUND	BALANCE
Educational	\$7,545,242.77
Operations & Maintenance	\$865,902.68
Operations & Maintenance (Restricted)	\$649,430.74
Bond & Interest	\$1,478,659.96
Auxiliary	(\$374,322.50)
Restricted Purposes	(\$198,217.03)
Working Cash	\$191,195.92
Trust & Agency	\$398,861.08
Audit	(\$17,117.96)
Liability, Protection & Settlement	\$448,689.69
TOTAL ALL FUNDS	\$10,988,325.35

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
September 30, 2013

	ALL FUNDS
	Fiscal Year 2014
ASSETS:	
CASH	10,988,325
IMPREST FUND	21,900
CHECK CLEARING	12,500
INVESTMENTS	22,590,000
RECEIVABLES	3,307,848
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	692,699
OTHER ASSETS	464,726
TOTAL ASSETS AND OTHER DEBITS:	38,077,998
LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	326,819
ACCOUNTS PAYABLE	91,660
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	300,000
OTHER LIABILITIES	447,675
TOTAL LIABILITIES:	1,166,154
EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	3,199,772
PR YR BDGTED CHANGE TO FUND BALANCE	(188,451)
FUND BALANCES:	
FUND BALANCE	22,732,115
RESERVE FOR ENCUMBRANCES	11,168,408
TOTAL EQUITY AND OTHER CREDITS	36,911,844
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	38,077,998

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF September 30, 2013

ALL FUNDS

FY 2014
 YEAR-TO-DATE

REVENUES:

LOCAL GOVT SOURCES	3,223,407
STATE GOVT SOURCES	339,613
STUDENT TUITION & FEES	6,558,851
SALES & SERVICE FEES	1,378,490
FACILITIES REVENUE	2,265
INVESTMENT REVENUE	30,828
OTHER REVENUES	59,254
TOTAL REVENUES:	11,592,708

EXPENDITURES:

INSTRUCTION	2,457,956
ACADEMIC SUPPORT	124,294
STUDENT SERVICES	360,513
PUBLIC SERV/CONT ED	13,913
OPER & MAINT PLANT	623,812
INSTITUTIONAL SUPPORT	2,777,052
SCH/STUDENT GRNT/WAIVERS	2,597,174
AUXILIARY SERVICES	1,641,292
TOTAL EXPENDITURES:	10,596,006

TRANSFERS AMONG FUNDS:

INTERFUND TRANSFERS	0
TOTAL TRANSFERS AMONG FUNDS:	0

NET INCREASE/DECREASE IN NET ASSETS	996,702
-------------------------------------	---------

Illinois Eastern Community Colleges
Operating Fund Analysis
CASH BASIS
July 1, 2013 -- June 30, 2014

	Education Fund	O & M Fund	Total Operating Funds
REVENUES:			
Local Government Sources	1,223,815	524,287	1,748,102
State Government Sources - Current Year	339,613	-	339,613
State Government Sources - Prior Year	1,653,148	-	1,653,148
Net Tuition and Fees	1,149,685	-	1,149,685
Sales & Service Fees	4,479	-	4,479
Facilities Revenue	-	1,830	1,830
Investment Revenue	18,502	2,997	21,499
Other Revenues	31,808	-	31,808
TOTAL REVENUES:	4,421,050	529,114	4,950,164
EXPENDITURES:			
Salaries	3,148,901	200,189	3,349,090
Employee Benefits	452,381	38,631	491,012
Contractual Services	159,473	91,558	251,031
Materials	438,625	52,038	490,663
Travel & Staff Development	45,293	1,666	46,959
Fixed Charges	93,950	14,384	108,334
Utilities	22,565	202,960	225,525
Capital Outlay	4,895	2,583	7,478
Other	19,551	-	19,551
TOTAL EXPENDITURES:	4,385,634	604,009	4,989,643
TRANSFERS :			
Interfund Transfers	-	-	-
TOTAL TRANSFERS:	-	-	-
NET INCREASE/DECREASE IN NET ASSETS	35,416	(74,895)	(39,479)

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
September 30, 2013

	<u>FY 2014</u>		<u>FY 2013</u>		<u>Increase (Decrease)</u>
	Amount	% of Total	Amount	% of Total	
Salaries	3,349,090	44.15%	3,274,918	45.06%	74,172
Employee Benefits	491,012	6.47%	484,284	6.66%	6,728
Contractual Services	251,031	3.31%	208,258	2.87%	42,773
Materials	490,663	6.47%	278,898	3.84%	211,765
Travel & Staff Development	46,959	0.62%	49,322	0.68%	(2,363)
Fixed Charges	108,334	1.43%	101,524	1.40%	6,810
Utilities	225,525	2.97%	224,718	3.09%	807
Capital Outlay	7,477	0.10%	146,803	2.02%	(139,326)
Other	2,615,437	34.48%	2,499,848	34.39%	115,589
	<u>7,585,528</u>	<u>100.00%</u>	<u>7,268,573</u>	<u>100.00%</u>	<u>316,955</u>

**OPERATING FUNDS
COMPARISON REPORT FY12-14**

College	Category	FISCAL YEAR 2012			FISCAL YEAR 2013			FISCAL YEAR 2014			
		Anticipated Budget	Spent Thru September	% of Bdgt	Anticipated Budget	Spent Thru September	% of Bdgt	Anticipated Budget	Spent Thru September	% of Bdgt	% of Year
Frontier	Bills		\$ 496,428		\$ 446,726		\$ 358,870				
	Payroll		469,552		449,356		403,583				
	Totals	\$ 4,378,358	965,980	22%	\$ 4,312,683	896,082	21%	\$ 4,308,802	762,453	18%	25%
Lincoln Trail	Bills		485,932		502,236		521,814				
	Payroll		512,562		508,742		510,880				
	Totals	\$ 4,566,700	998,494	22%	\$ 4,498,201	1,010,978	22%	\$ 4,494,153	1,032,694	23%	25%
Olney Central	Bills		629,583		705,483		802,131				
	Payroll		1,009,152		1,004,908		1,082,329				
	Totals	\$ 7,434,923	1,638,735	22%	\$ 7,323,399	1,710,391	23%	\$ 7,316,808	1,884,460	26%	25%
Wabash Valley	Bills		801,548		857,468		867,879				
	Payroll		633,983		604,646		625,935				
	Totals	\$ 6,115,012	1,435,531	23%	\$ 6,023,287	1,462,114	24%	\$ 6,017,866	1,493,814	25%	25%
Workforce Educ.	Bills		916,691		879,680		1,123,159				
	Payroll		289,664		277,128		328,730				
	Totals	\$ 5,377,687	1,206,355	22%	\$ 5,297,022	1,156,808	22%	\$ 5,292,255	1,451,889	27%	25%
District Office	Bills		50,847		58,540		71,737				
	Payroll		210,789		216,146		227,237				
	Totals	\$ 1,285,431	261,636	20%	\$ 1,266,150	274,686	22%	\$ 1,289,241	298,974	23%	25%
District Wide	Bills		639,432		543,522		490,848				
	Payroll		187,558		213,992		170,396				
	Totals	\$ 3,519,446	826,990	23%	\$ 3,462,623	757,514	22%	\$ 3,397,193	661,244	19%	25%
GRAND TOTALS		\$32,677,557	\$ 7,333,721	22%	\$32,183,365	\$ 7,268,573	23%	\$32,116,317	\$7,585,528	24%	25%

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive 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: October 11, 2013
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional information for items 400.1, 400.2, 400.3, 400.4., and 400.5 will be mailed under separate cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change-In-Status (Title Only)**
- 400.3. Request for Approval of Non-College Employment (External Report)**
- 400.4. Termination of Employment Ratification**
- 400.5. Resignation Ratification**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Classified

1. Amanda Nelson, Program Advisor, TRiO Talent Search Program (GR), DO, effective October 16, 2013, contingent upon continued grant funding

400.2. Change-In-Status (Title Change Only)

A. Professional/Non-Faculty

1. Rodney Hanner, Manufacturing Project Coordinator, DO, to Manufacturing Program Director, effective October 16, 2013

400.3. Request for Approval of Non-College Employment (External Report)

400.4. Termination of Employment Ratification

A. Classified

1. Megan Young, Office Assistant, EPM, WED/FCC, effective October 16, 2013

400.5. Resignation Ratification

A. Classified

1. Deborah Whitacre, Operations/Fiscal Assistant, LWIA, effective November 5, 2013

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Other Items

Agenda Item #18

Adjournment

**Locally Funded, CDB, & PHS Projects
Projects Schedule**

	Funding Source	Estimated Budget								
FY 2012 Capital Renewal @ LTC & WVC	CDB	\$397,900								
OCC - Collision Repair Tech Center	CDB	\$1,500,000								
HVAC Replacement	PHS	\$477,400								
Security Camera Surveillance	PHS	\$200,900								
ADA Compliance	PHS	\$227,000								
Lighting Replacement	PHS	\$158,200								
Asbestos Abatement	PHS	\$150,700								
Roof Replacement	PHS	\$1,202,900								
Window Replacement	PHS	\$62,300								
Energy Savings Lighting	PHS	\$106,600								
Flooring Replacement	PHS	\$107,200								
Solarium & Floor Replacement - OCC	PHS	\$112,500								
GRAND TOTAL		\$4,703,600	Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

9/30/2013