

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

October 17, 2017



Location:

**Lincoln Trail College
11220 Highway 1
Robinson, Illinois 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 17, 2017
7:00 p.m.
Lincoln Trail College**

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. Policy 200.2 Appropriate Use of Information Technology Resources
7. Policy Second Reading Bruce
 - A. None
8. Staff Recommendations for Approval
 - A. Resolution of Intent to Levy an Additional Tax Bruce
 - B. Health & Dental Insurance - Calendar Year 2018 Browning
 - C. Health Savings Accounts, Calendar Year 2018 Browning
 - D. Annual Financial Report Browning
 - E. 2017 Estimated Tax Levy Resolution Browning
 - F. Resolution Establishing Tax Levy Hearing Browning
 - G. Environmental Scan FY2018 Bruce
 - H. Multi Hazard Mitigation Plans Resolutions - FCC-LTC-WVC Bruce
 - I. FCC Parking Lot Expansion Easement Bruce
 - J. Rise Broadband Antenna Attachment Agreement Bruce
 - K. Affiliation Agreements
 - Crawford Memorial Hospital - Emergency Response - FCC
 - Kid's Kingdom - Associate Degree Nursing - IECC
 - Cisne Rehabilitation Center - Associate Degree Nursing - IECC
 - Clay County Hospital - Phlebotomy - OCC
 - Crawford Memorial Hospital - Phlebotomy - OCC
 - Gibson General Hospital - Phlebotomy - OCC
 - Good Samaritan Hospital - Vincennes, IN - Phlebotomy - OCC
 - Lawrence County Hospital - Phlebotomy - OCC
 - SIHF Weber Medical Clinic - Phlebotomy - OCC
 - Carle Richland Memorial Hospital - Phlebotomy - OCC
 - Wabash General Hospital - Phlebotomy - OCC

- 9. Bid Committee Report.....Bruce
 - A. None
- 10. District Finance
 - A. Financial ReportBrowning
 - B. Approval of Financial ObligationsBrowning
- 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 the Bob Boyles Foundation Hall, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, September 19, 2017.

AGENDA #1 – “Call to Order & Roll Call” – In the absence of Chairman G. Andrew Fischer, Vice Chairman Brenda Culver 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, Brenda K. Culver, Alan Henager, James Lane, Jan Ridgely. Also present was Madison Ferreira, student trustee. Trustees absent: G. Andrew Fischer. 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.

Jay Edgren, President of Frontier Community College

Matt Fowler, President of Wabash Valley College.

Ryan Gower, President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Roger Browning, Chief Finance Officer/Treasurer.

Tara Buerster, Director of Human Resources.

Jeff Cutchin, Chief Academic Officer.

Alex Cline, Director of Information & Communications Technology.

Renee Smith, Executive Assistant to CEO/Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, August 15, 2017 were presented for disposition.

Board Action to Approve Minutes: Trustee James Lane made a motion to approve minutes of the August 15, 2017 meeting as prepared. Trustee Jan Ridgely seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” 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 2018 budget. The Chair asked for a motion that the Board recess its regular meeting and reconvene immediately following the budget hearing. Trustee James Lane made a motion that the Board recess its regular meeting and reconvene immediately following the budget hearing. 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 voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

A. Motion to Convene Budget Hearing: Trustee James Lane 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 19th day of September, 2017. The purpose of the budget hearing is to receive public comments on the FY2018 Budget of the District.” Trustee Al Henager seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

B. Hearing on FY2018 Budget: The Chairman declared that the Board is now in a hearing on the FY2018 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 Brooks, Gary Carter, Brenda

Culver, Al Henager, James Lane, Jan Ridgely. Also present was Madison Ferreira, student trustee. Trustees absent: Andrew Fischer. The Chair declared that a quorum was present and the budget hearing was open.

C. Public Oral Testimony: The Chairman asked if any member of the public wished to provide oral testimony on the FY2018 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 FY2018 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 FY2018 community college district budget and asked for a motion to adjourn the hearing. Trustee James Lane made a motion that the public hearing be adjourned. Trustee Jan Ridgely seconded the motion and on a roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 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: Electronic 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 2017 Fact Book - Jeff Cutchin reviewed the IECC 2017 Fact Book containing basic information about the community college district. It was noted that this is the 12th annual Fact Book. The document was developed as an annual compilation of data about IECC and 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 FY17 which is from July 1, 2016 to June 30, 2017. The CEO recommended approval of the IECC 2017 Fact Book.

Board Action: Trustee John Brooks made a motion to approve the IECC 2017 Fact Book 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, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. 2017 Annual Security Report – Jeff Cutchin reviewed the Annual Security Report. The report is an annual report that meets requirements recently approved under the Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The report contains crime information for the past three years, relevant policy statements, and training and

educational programming related to campus safety and security, crime prevention, alcohol and drug use, and sexual misconduct. The CEO recommended approval of the 2017 Annual Security Report.

Board Action: Trustee Al Henager made a motion to approve the Annual Security Report as recommended. Trustee James Lane seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-C – “FY2017 Audit” – Mr. Browning reviewed the annual financial audit for fiscal year 2017, with comments by Trustees Gary Carter and John Brooks, members of the Audit Committee. The annual financial audit for the District accounts for the past fiscal year, as prepared by independent auditors CliftonLarsonAllen LLP. Except for the issue of recognizing state funding received on July 6, 2017 as income in FY2017, the District complied with generally accepted accounting principles and there were no material weaknesses identified on the District’s internal controls and compliance with Federal regulations. There were no findings or questioned costs. The CEO recommended adoption of the following resolution to accept the audit and authorize the staff to forward the audit to the Illinois Community College Board.

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, 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 College District 529 authorizes the Chief Executive Officer to submit the audit to the Illinois Community College Board.

Board Action: Trustee James Lane made a motion to adopt the foregoing resolution to approve the FY2017 annual financial audit and submit the audit to the Illinois Community College Board as recommended. Trustee Jan Ridgely seconded the motion and on a recorded roll call the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-D. Certification of Chargeback - Mr. Browning reviewed the Illinois Community College Board Certification of Chargeback form for fiscal year 2018. The chargeback form is utilized to evaluate out-of-district, out-of-state and international tuition; and to determine the chargeback reimbursement rate.

Tuition Rate – Out-of-District \$268.41 per Semester Hour (No change)

Tuition Rate – Out-of-State \$330.61 per Semester Hour (No change)

Tuition Rate – International \$330.61 per Semester Hour (No change)

The Chargeback Reimbursement rate would be \$115.61 as determined by the ICCB designated formula.

The CEO recommended approval of the Certification of Chargeback document that follows.

**ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529
 CERTIFICATION OF CHARGEBACK REIMBURSEMENT
 FOR FISCAL YEAR 2018**

**ALL FISCAL YEAR 2017 NONCAPITAL AUDITED OPERATING
 EXPENDITURES FROM THE FOLLOWING FUNDS:**

1	Education Fund	<u>\$ 25,986,300</u>
2	Operations and Maintenance Fund	<u>\$ 2,888,428</u>
3	Public Building Commission Operation and Maintenance Fund	<u>\$ -</u>
4	Bond and Interest Fund	<u>\$ -</u>
5	Public Building Commission Rental Fund	<u>\$ -</u>
6	Restricted Purposes Fund	<u>\$ 6,889,330</u>
7	Audit Fund	<u>\$ 72,800</u>
8	Liability, Protection, and Settlement Fund	<u>\$ 812,245</u>
9	Auxiliary Enterprises Fund (subsidy only)	<u>\$ 1,294,574</u>
10	TOTAL NONCAPITAL EXPENDITURES (sum of lines 1-9)	<u>\$ 37,943,677</u>
11	Depreciation on capital outlay expenditures (equipment, buildings, and fixed equipment paid) from sources other than state and federal funds	<u>\$ 1,250,585</u>
12	TOTAL COSTS INCLUDED (line 10 plus line 11)	<u>\$ 39,194,262</u>
13	Total certified semester credit hours for FY 2017	<u>\$ 122,329</u>
14	PER CAPITA COST (line 12 divided by line 13)	<u>\$ 320.40</u>
15	All FY 2017 state and federal operating grants for noncapital expenditures DO NOT INCLUDE ICCB GRANTS	<u>\$ 6,953,635</u>
16	FY 2017 state and federal grants per semester credit hour (line 15 divided by line 13)	<u>\$ 56.84</u>
17	District's average ICCB grant rate (excluding equalization grants) for FY 2018	<u>\$ 32.95</u>
18	District's student tuition and fee rate per semester credit hour for FY 2018	<u>\$ 115.00</u>
19	Chargeback reimbursement per semester credit hour (line 14 less lines 16, 17, and 18)	<u>\$ 115.61</u>

Approved: _____
 Chief Fiscal Officer / Date

Approved: _____
 Chief Executive Officer / Date

Board Action: Trustee Gary Carter made a motion to adopt the ICCB Certification of Chargeback document for FY2018 as presented and recommended. Trustee James Lane seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-E. FY2018 Budget – The community college district budget for fiscal year 2018 was reviewed. The CEO recommended adoption of the following resolution approving the FY2018 budget. There are no significant changes from the tentative budget which was approved by the Board on August 15, 2017.

Budget of 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, for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018.

WHEREAS the Board of Trustees of 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, 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 19th day of September 2017, 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, 2017 and ending June 30, 2018.

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.

**FISCAL YEAR 2018 BUDGET
SUMMARY STATEMENT OF OPERATING FUNDS
REVENUES AND EXPENDITURES**

EDUCATION FUND	
Revenue	\$29,328,336
Expense	(28,257,054)
Transfer – Out	(1,425,107)
Excess (Deficiency)	(353,825)
Transfer – In	305,000
Reserve for Contingencies	0
Cash Balance – Beg. of Year	2,357,346
Cash Balance – End of Year	2,308,521
 OPERATIONS & MAINTENANCE FUND	
Revenue	\$3,093,470
Expense	(3,093,470)
Transfer – Out	0
Excess (Deficiency)	0
Transfer – In	0
Reserve for Contingencies	0
Cash Balance – Beg. of Year	721,685
Cash Balance – End of Year	721,685

TOTAL OPERATING FUNDS	
Revenue	\$32,421,806
Expense	(31,350,524)
Transfer – Out	(1,425,107)
Excess (Deficiency)	(353,825)
Transfer – In	305,000
Reserve for Contingencies	0
Cash Balance – Beg. of Year	3,079,031
Cash Balance – End of Year	3,030,206

The official budget, which is accurately summarized in this document, was approved by the Board of Trustees on September 19th, 2017.

**FISCAL YEAR 2018 BUDGET
SUMMARY STATEMENT OF SPECIAL FUNDS
REVENUES AND EXPENDITURES**

OPERATIONS & MAINTENANCE

FUND RESTRICTED

Revenue	\$0
Expense	(701,414)
Excess (Deficiency)	(701,414)
Transfer – In	1,029,833
Reserve for Contingencies	0
Cash Balance – Beg. of Year	172,261
Cash Balance – End of Year	500,680

BOND AND INTEREST FUND

Revenue	\$2,063,475
Expense	(2,063,475)
Transfer – Out	(250,000)
Excess (Deficiency)	(250,000)
Reserve for Contingencies	0
Cash Balance – Beg. of Year	682,515
Cash Balance – End of Year	432,515

AUXILIARY FUND

Revenue	\$3,943,352
Expense	(5,360,660)
Transfer – Out	(1,064,833)
Excess (Deficiency)	(2,482,141)
Transfer – In	1,425,107
Reserve for Contingencies	0
Cash Balance – Beg. of Year	1,341,720
Cash Balance – End of Year	284,686

WORKING CASH FUND

Revenue	\$20,000
Expense	0
Excess (Deficiency)	20,000
Reserve for Contingencies	0
Transfer – Out	(20,000)
Cash Balance – Beg. of Year	196,853
Cash Balance – End of Year	196,853

AUDIT FUND

Revenue	\$80,000
Expense	(80,000)
Excess (Deficiency)	0

Reserve for Contingencies	0
Cash Balance – Beg. of Year	0
Cash Balance – End of Year	0

LIABILITY & PROTECTION FUND

Revenue	\$680,000
Expense	(680,000)
Excess (Deficiency)	0
Reserve for Contingencies	0
Cash Balance – Beg. of Year	379,214
Cash Balance – End of Year	379,214

Board Action: Trustee Al Henager made a motion to adopt the budget for Illinois Eastern Community Colleges District No. 529 for the fiscal year beginning July 1, 2017 as recommended. Trustee James Lane seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-F. Nail Technology Handbook - The Nail Technology Program at Olney Central College has developed a Nail Technology Handbook. Previously the Nail Technology students had used the general cosmetology handbook. The new Nail Technology Handbook was drafted by the instructors and is consistent with the rules and procedures of the Joint Committee on Administrative Rules (JCAR). The CEO recommended approval of the new Nail Technology Program Student Handbook.

Board Action: Trustee James Lane made a motion to approve the Nail Technology Program as recommended. Student Trustee Madison Ferreira seconded the motion. The Chair asked the trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken. The Chair declared the “Ayes” have it and the motion was adopted.

#9-G. Reaffirmation of Purpose Statement - As part of the District’s ongoing review of the strategic plan for the District, the Board reviewed the purposes of the District and believe that the Purpose Statement aligns with the District’s Mission and Values. The CEO recommended reaffirmation and adoption of the Purpose Statement as follows:

The District is committed to high academic standards for pre-baccalaureate, career and technical education that sustain and advance excellence in learning. The mission is achieved through a variety of programs and services that include, but are not limited to:

- educational programs, including pre-baccalaureate, career and technical degrees and certificates that prepare a diverse student body for transfer to a four-year institution of higher education or entry into a multicultural global workplace;
- program, course and institutional goals that have identifiable and measurable learning outcomes that are clearly understood by students;
- utilization of resource-sharing partnerships to expand, retrain, and strengthen the industrial base of southeastern Illinois;
- development of partnerships with pre-K through high schools allowing for the smooth transition and progression of students through lifelong learning;
- academic programs and institutional services that are reviewed and revised on a scheduled time frame with a focus on accountability relative to planning, student and program assessment, and learning outcomes;
- adult and continuing education designed to meet the immediate and long-term needs of the residents in the District;

- programs in remedial education, which assist District residents in attaining skills and abilities needed to enter and complete college-level programs;
- student advisement, counseling, and placement services for the purpose of assisting students in choosing a program of study, transferring to a four-year institution, entering employment, or completing certificate or course goals;
- curricula and services that are developed and updated, as necessary, to meet both short- and long-term needs of the residents of the District;
- community education and community service activities that provide a cultural and intellectual resource center for the area as well as identifying and honoring multiculturalism and diversity within our communities;
- professional enrichment and growth experiences for college, faculty, administrators, and staff which will improve and enhance instruction and service; and,
- resources, facilities, staff, and equipment to support all program and service components of the college.

Board Action: Trustee John Brooks made a motion to reaffirm the adoption of the Purpose Statement. Trustee James Lane seconded the motion. The Chair asked the trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken. The Chair declared the “Ayes” have it and the motion was adopted.

#9-H. Lease Agreement with Southern Illinois Criminal Justice Training Program -

The District has been asked to enter into a lease for classroom, office, and training space for the Southern Illinois Criminal Justice Training Program to establish a center for training at the District’s West Richland Center. The CEO recommended approval of the following lease:

**LEASE AGREEMENT
BETWEEN
SOUTHERN ILLINOIS CRIMINAL JUSTICE TRAINING PROGRAM
AND
ILLINOIS EASTERN COMMUNITY COLLEGES**

1. The Lease Agreement entered into this 1st day of October, 2017, between Illinois Eastern Community Colleges whose address is 233 East Chestnut, Olney, Illinois 62450 hereinafter called the LESSOR and Southern Illinois Criminal Justice Training Program, whose address is 1740 Innovation Drive, Suite 232 Box 41, Carbondale, Illinois 62903, hereinafter called the LESSEE, to use and occupy the property herein described under the terms and subject to the conditions set forth herein.
2. WITNESSETH: The LESSOR hereby leases to the LESSEE the following premises: certain training and an office space at West Richland Center, located in Noble, Illinois (approximately 2,296 sq. ft.), and to share common space of the building that includes the break room and restrooms, to be used by LESSEE for training.
3. To have and to hold the premises with the appurtenances under the following terms: commencing October 1, 2017 through September 30, 2018 and may be terminated by either party giving the other ninety (90) days written notice. This lease may also be renewed at the end of the lease period by giving the LESSOR 30 days written notification.
4. The LESSEE shall pay the LESSOR a total not to exceed Four Thousand Two Hundred Dollars (\$4,200.00) for the entire term of this lease. The rent shall be paid in monthly installments of \$350.00. The rent shall be due by the 5th day of each month. Rents for part of a month will be prorated accordingly. The first month’s rent will be forwarded to the LESSOR upon the completion, execution and signature of this lease by both parties.
5. The LESSOR shall provide the following utilities on the lease premises during the term of this lease, to include heat, air conditioning, water, telephone, internet, sewage service, trash removal, janitorial service and electricity.

6. The LESSEE has inspected and knows the condition of the leased premises and agrees to accept same "as is". It is further understood that the premises are hereby leased to LESSEE without obligation on the part of the LESSOR to make any additions, alteration or improvements thereto.
7. The LESSEE shall not make any additions, alterations, improvements or repairs to the premises without written consent of the LESSOR in each and every instance.
8. The LESSEE shall under the terms of this Lease Agreement ensure that the area leased is kept clean and orderly for the premises and the appurtenances occupied.
9. The LESSEE shall procure and maintain in force during the term of this agreement, and any extension thereof, at LESSEE's expense, public liability insurance in an amount of at least Three Hundred Thousand Dollars (\$300,000.00) and agrees to furnish to the LESSOR a certificate of insurance naming the LESSOR an insured party, to protect against liability for damage claims through public use of or arising out of accidents occurring in and around the building when said building is being used.
10. This Lease Agreement may be terminated by either party giving the other ninety (90) days written notice.

Board Action: Trustee Al Henager made a motion to approve the lease between IECC and the Southern Illinois Criminal Justice Training Program. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote the following voting yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-I. Construction Easement - Water Retention - Seals Property - The CEO recommended the following Water Retention Plan and Construction Easement for the Route 130 Greenhouse property under development by Eric and Karen Seals.

GRANT OF EASEMENT FOR TEMPORARY CONSTRUCTION PURPOSES

THE GRANTOR, ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, an Illinois Community College District, 233 E. Chestnut Street, Olney, Illinois, 62450, for and in consideration of the sum of One Dollar (\$1.00) in hand paid by the Grantee, the receipt and sufficiency of which is hereby acknowledged, and in consideration of the covenants and other agreements herein expressed to be performed on the part of Grantee, does hereby **GRANT** to the **PARKSIDE INN, LLC**, an Illinois Limited Liability Company, 2400 N. Wakefield Road, Noble, Illinois 62868, a construction easement in, upon, across, over, under, and through the land hereinafter described with the right to install, construct, inspect, operate, replace, renew, alter, enlarge, extend, remove, repair, and raise the existing emergency spillway of the Grantor's existing pond and change the casing in the Grantor's existing pond along with other related construction as said Grantee may deem necessary, said easement being described as follows:

A tract of land located in the Northeast Quarter (NE ¼) of the Southeast Quarter (SE1/4) of Section Thirty Three (33), Township Four North (T4N), Range Ten East (R10E), of the Third Principal Meridian, City of Olney, Richland County, Illinois, more particularly described as follows:

Commencing at the Northeast Corner of the N.E. ¼ of the S.E. ¼ of said Section 33; thence S 00° 14' 19" East. 813.25 feet along the East line of Section 33; thence S 58° 02' 40" W, 676.50 feet; thence S 00° 14' 19" E, 265.52 feet to the point of beginning; thence S 58° 02' 40" W, 461.00 feet; thence S 48° 56' 15" W, 185.42 feet; thence S 43° 08' 41" E, 253.81 feet; thence N 85° 02' 40" E, 91.28 feet; thence N 65° 21' 40" E, 367.81 feet; thence N 00° 14' 19" W, 173.12 feet to the point of beginning containing 3.21 acres, more or less.

Said easement also shown by the plat attached hereto.

This Grant of Easement for Construction Purposes is executed and delivered and granted upon the following conditions:

1. The Grantee shall, as soon as practical after said work is completed, restore all property of Grantor to a neat and presentable condition, including the seeding of any area damaged as a result of any work.
2. Grantee shall indemnify Grantor against any loss and damage which shall be caused by any wrongful or negligent act or omission of its agents or employees in the course of their employment.
3. Grantor herein reserves the right to use the property for purposes which will not interfere with the Grantee's full enjoyment of the rights hereby granted.
4. The Grantor and Grantee agree that this construction easement and any earlier approved construction easements shall terminate 24 months following the commencement of substantial construction of the contemplated improvements or alterations within the construction easement, and all construction easements shall terminate no later than 60 months from the date of approval of the easement.

This Grant of Easement for Temporary Construction Purposes is made, executed and delivered pursuant to a resolution duly adopted at a meeting of the Board of Trustees of the said Community College district held on the 19th day of September, 2017.

IN WITNESS WHEREOF, said Grantor has caused its name to be signed to these presents by its Board Chairman and attested by its Secretary this 19th day of September, 2017.

Board Action: Trustee James Lane made a motion to approve the Water Retention Plan and Construction Easement for the Seals property 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, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-J. Construction Easement - Sanitary Sewer - Seals Property - The CEO recommended the following Sanitary Sewer Construction Easement for the Route 130 Greenhouse property under development by Eric and Karen Seals.

GRANT OF EASEMENT FOR TEMPORARY CONSTRUCTION PURPOSES

THE GRANTOR, ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, an Illinois Community College District, 233 E. Chestnut Street, Olney, Illinois, 62450, for and in consideration of the sum of One Dollar (\$1.00) in hand paid by the Grantee, the receipt and sufficiency of which is hereby acknowledged, and in consideration of the covenants and other agreements herein expressed to be performed on the part of Grantee, does hereby **GRANT** to the **PARKSIDE INN, LLC**, an Illinois Limited Liability Company, 2400 N. Wakefield Road, Noble, Illinois 62868, a construction easement in, upon, across, over, under, and through the land hereinafter described with the right to install, construct, inspect, operate, replace, renew, alter, enlarge, extend, remove, repair and connect a sewer line to the existing sewer line of the Grantor along with other related construction as said Grantee may deem necessary, said easement being described as follows:

A tract of land located in the Northeast Quarter (NE ¼) of the Southeast Quarter (SE ¼) of Section Thirty Three (33), Township Four North (T4N), Range Ten East (R10E), of the Third Principal Meridian, City of Olney, Richland County, Illinois, more particularly described as follows:

Commencing at the Northeast Corner of the N.E. ¼ of the S.E. ¼ of said Section 33; thence S 00° 14' 19" E, 890.47 feet along the East Line of Section 33; thence S 55° 02' 40" W, 45.01 feet to a point on the West right of way line of Illinois Route 130, also being the point of beginning; thence N 00° 14' 19" W, 163.66 feet along the West right of way line of Illinois Route 130; thence S 68° 02' 40" W, 60.02 feet; thence S 00° 14' 19" E, 163.66 feet; thence N 88° 02' 40" E, 60.02 feet to the point of beginning containing 0.22 acres more or less.

Said easement also shown by the plat attached hereto.

This Grant of Easement for Construction Purposes is executed and delivered and granted upon the following conditions:

1. The Grantee shall, as soon as practical after said work is completed, restore all property of Grantor to a neat and presentable condition, including the seeding of any area damaged as a result of any work.
2. Grantee shall indemnify Grantor against any loss and damage which shall be caused by any wrongful or negligent act or omission of its agents or employees in the course of their employment.
3. Grantor herein reserves the right to use the property for purposes which will not interfere with the Grantee's full enjoyment of the rights hereby granted.
4. The Grantor and Grantee agree that this construction easement and any earlier approved construction easements shall terminate 24 months following the commencement of substantial construction of the contemplated improvements or alterations within the construction easement, and all construction easements shall terminate no later than 60 months from the date of approval of the easement.

This Grant of Easement for Temporary Construction Purposes is made, executed and delivered pursuant to a resolution duly adopted at a meeting of the Board of Trustees of the said Community College district held on the 19th day of September, 2017.

IN WITNESS WHEREOF, said Grantor has caused its name to be signed to these presents by its Board Chairman and attested by its Secretary this 19th day of September, 2017.

Board Action: Trustee James Lane made a motion to approve the Sanitary Sewer Plan and Construction Easement for the Seals property as recommended. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-K Affiliation Agreements – The CEO recommended approval of four affiliation agreements for the listed programs and with the following area health care facilities.

- Flora Gardens Care Center - Basic Nurse Assistant - FCC
- Flora Gardens Care Center - Associate Degree Nursing - IECC
- Lawrence County Memorial Hospital - Medical Office Careers - OCC
- HSHS St. Anthony's Memorial Hospital - Phlebotomy - OCC

Board Action: Trustee James Lane made a motion to approve the four affiliation agreements as recommended. Trustee Al Henager seconded the motion. The Chair asked the trustees in favor of the motion to say "Aye" and those opposed to say "No". The voice vote was taken. The Chair declared the "Ayes" have it and the motion is adopted.

AGENDA #10 - "Bid Committee Report" - None.

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, 2017.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for September 2017, totaling \$1, 040,904.69, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for September 2017, in the amounts listed, and payments from the revolving fund for August 2017. 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, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea.

Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “Chief Executive Officer’s Report” – Mr. Bruce presented information reports relative to the following topics: Constitution Day, IECC 2017 Completer Report, Champion Labs and Enrollment.

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 following actions were taken relative to executive session minutes.

#14-A. Written Executive Session Minutes: No executive session was held at the regular meeting, August 15, 2017.

#14-B. Audio Executive Session Minutes: No executive session was held at the regular meeting, August 15, 2017.

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

400.1. Employment of Personnel

A. Faculty

1. Heather Sandy, Full-time Temporary Art Instructor, OCC, effective August 21, 2017

B. Professional Non-Faculty

1. Tosha Baker, TRIO Upward Bound Coordinator, DO/WVC, effective September 21, 2017
2. Jamie Barbee, TRIO Upward Bound Coordinator, DO/LTC, effective September 20, 2017

C. Professional Non-Faculty, Non-Exempt

1. Julie Bryant, Coordinator of Public Information & Marketing, FCC, effective October 2, 2017.

D. Classified

1. Kristie Kolb, Office Assistant, TRIO Student Support Services, DO/OCC, effective September 25, 2017
2. Jonathan Leach, TRIO Upward Bound Counselor, DO/WVC, effective September 21, 2017
3. Meghan Lynch, TRIO Upward Bound Counselor, DO/WVC, effective September 25, 2017

400.2. Change in Status

A. Professional Non-Faculty

1. Tiffany Cowger, Assistant Dean of Student Services, WVC, to Director of TRIO Upward Bound, DO, effective September 20, 2017
2. Jodi Schneider, TRIO Upward Bound Counselor, DO/OCC, to TRIO Upward Bound Coordinator, DO/OCC, effective September 25, 2017

400.3. Special Assignments

A. Other

1. Clay Atkins, O & M Team Leader, OCC **Recommended**
\$5,825 per year effective 10/2/17

B. Extra-Curricular

1. Wade Baker, Performing Arts Coordinator, OCC \$1,000 per year effective 10/2/17

400.4. Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Days per Calendar Year</u>
Kyle Peach	University of Evansville ESPN 3	60

400.5. Resignation Ratification

A. Professional Non-Faculty, Non-Exempt

1. Alyssa Parrott, Coordinator of Public Information & Marketing, FCC, effective October 7, 2017
2. Samantha Weidner, Director of TRIO Upward Bound, DO, effective September 25, 2017

B. Classified

1. Benjamin Deaton, Library Assistant, OCC, effective September 9, 2017

Addendum to Personnel Report

400.6. Retirement Ratification

A. Faculty

1. Gary Wangler, Workforce Education Instructor, effective December 1, 2017.

#15-A. Board Action to Addend Personnel Report: Trustee Al Henager made a motion to addend the Personnel Report, add an addendum for items under 400.6. Trustee James Lane seconded the motion. The Chair asked Trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

#15-B. Board Action to Approve Personnel Report: Trustee Al Henager made a motion to approve the foregoing amended Personnel Report as recommended. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #16 – “Collective Bargaining” – A Memorandum of Agreement regarding Faculty Innovation in Teaching Grants Using Technology to Enhance Student Learning with the IECEA was presented for approval as follows was recommended by the CEO for approval.

MEMORANDUM OF AGREEMENT

This is a Memorandum of Agreement between the Board of Trustees of Illinois Eastern Community Colleges, District No. 529 (“Board”) and the Illinois Eastern Colleges Education Association, IEA-NEA (“Association”). The Board and the Association hereby agree as follows:

1. Any or all bargaining unit faculty may elect to apply for a grant under the District’s Faculty Innovation in Teaching Grant (hereinafter “Faculty Innovation Grant”). The Faculty Innovation Grant is available to assist faculty in obtaining new or additional skills that lead to the development of innovative teaching strategies.
2. The Faculty Innovation Grant shall be administered by the Board. The Board’s decision to fund a faculty application the Grant shall be final. There shall be no obligation to continue the Faculty Innovation Grant to the extent the Board determines that insufficient funds are available, or the Board determines the results are not fulfilling the purpose of the grant program.
3. Performance of grant activities pursuant to this Agreement shall not entitle a faculty member to compensation under Section 9.11 Internet Course Development. Faculty are still required to make separate application to develop and teach courses under Section 9.11 Internet Course Development.
4. Grant activities will not be counted as load under section 9.2 of the agreement.

This Memorandum of Agreement shall expire May 31, 2019.

IN WITNESS WHEREOF, the parties have hereunto set their hands as the dates indicated below.

Board Action: Trustee John Brooks made a motion to approve the Memorandum of Agreement regarding Faculty Innovation in Teaching Grants Using Technology to Enhance Student Learning as recommended. Trustee James Lane seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #17 – “Litigation” – None.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” - Trustee Gary Carter made a motion to adjourn. Trustee Jan Ridgely seconded the motion. The Chair asked the trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 8:35 p.m.

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

- A. Visitors and Guests**
- B. IECEA Representatives**

Agenda Item #4

Public Comment

Agenda Item #5

Reports

- A. Trustees**
- B. Presidents**
- C. Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

Agenda Item #6A

Policy 200.2 Appropriate Use of Information Technology Resources

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Appropriate Use of Information Technology Resources Policy (200.2)

In reviewing District disclosures to ensure compliance with the U. S. Department of Education requirements, it is recommended that additional language in the Appropriate Use of Information Technology Resources Policy (200.2) be added to strengthen the copyright compliance.

It is recommended that the following language be included:

1. A statement that informs students that unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject them to civil and criminal liabilities.
2. A summary of the penalties for violation of federal copyright laws.
3. The District's policies with respect to peer-to-peer file sharing, including disciplinary actions taken against students who engage in illegal downloading or unauthorized distribution of copyrighted materials using the District's information technology system.

The attached policy addresses these requirements. I recommend the Board's approval.

TLB/rs

Attachment

Appropriate Use of Information Technology Resources Policy (200.2)

Effective date: June 11, 1996

Revised: August 17, 2005

Revised: April 19, 2016

Revised: May 16, 2017

Revised: October 17, 2017 (pending Board approval)

In pursuit of its mission to deliver exceptional education and services to improve the lives of our students and to strengthen our communities, the Board of Trustees of Illinois Eastern Community Colleges ("IECC" or the "District") provides access to "information technology resources" (as defined below) for students, employees and other constituents within institutional priorities and financial capabilities.

Access to District information technology resources may be granted by the data owners of that information based on their judgment of the following factors: relevant laws and contractual obligations, the requestor's need to have access to the information technology resources, the information technology and resources' sensitivity and the risk of damage to or loss by the District which could result from its disclosure.

The District reserves the right to extend, limit, restrict or deny privileges and access to its information technology resources. Data owners--whether departments, units, students, or employees--may allow individuals other than District students or employees access to information which they own or for which they are responsible, so long as such access does not violate any license or contractual agreement, District policy or any federal, state, county or local law or ordinance.

IECC information technology resources are to be used for the District-related activities for which they are intended and authorized. District information technology resources are **not** to be used for commercial purposes or non-college related activities without written authorization from the District. In these cases, the District will require payment of appropriate fees. This policy applies equally to all District-owned or District-leased information technology resources.

All users of IECC's information technology resources must act responsibly in their use of the resources. All users of District-owned or District-leased information technology resources must respect the rights of other users and comply with all pertinent licenses and contractual agreements. IECC's policy requires that all students, employees and other authorized users act in accordance with these responsibilities, relevant laws and contractual obligations and the highest standard of ethics. Each user must remember that his/her freedom to access, display or publish information is constrained by the rights of others who have the right not to be subjected to material that they find offensive. Information posted and/or published on the Internet may be accessible by any computer on the Internet.

Authorized users must all guard against abuses that disrupt or threaten the viability of any and all systems, including those at the college campuses and those on networks to which the District's systems are connected. Access to information technology resources without proper authorization from the data owner(s), unauthorized use of District computing facilities, and intentional or negligent corruption or misuse of information technology resources are direct violations of the District's standards for conduct as outlined in IECC Policies and Procedures, District collective bargaining agreement and the Faculty Handbook and may also be considered civil or criminal offenses.

Privacy and Content

USERS SHOULD HAVE NO EXPECTATION OF PRIVACY OR CONFIDENTIALITY IN THE CONTENT OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES SENT AND RECEIVED ON THE DISTRICT COMPUTER NETWORK OR STORED ON ANY IECC INFORMATION TECHNOLOGY RESOURCES. THE DISTRICT INFORMATION TECHNOLOGY DEPARTMENT STAFF, COLLEGE TECHNICIANS, OR OTHER DISTRICT EMPLOYEES, MAY, AT ANY TIME, REVIEW THE SUBJECT, CONTENT, AND APPROPRIATENESS OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES, AND REMOVE THEM IF WARRANTED, REPORTING ANY VIOLATION OF RULES TO THE DISTRICT ADMINISTRATION AND/OR LAW ENFORCEMENT OFFICIALS.

Account Security and Information Exchange

User IDs and passwords are provided for technology systems and are only for individual use. Users should not share passwords with anyone and should not use anyone else's password regardless of how the password was obtained. If a user suspects someone has discovered his or her password, the password should be changed immediately and the IT Help Desk should be notified. Users shall not intentionally modify files, data, or passwords belonging to other users. When sending electronic communications, users should be cautious when including personal information. IECC is not responsible for personal information which is obtained by unauthorized recipients or interceptors of electronic communications. Use of personal credit cards on an IECC owned computer is done at the user's own risk and IECC is not responsible for any loss or damages resulting from this use.

Employee Account Setup Process

Supervisors request accounts for their employees by completing the Information Technology Services Request Form. This form is submitted to the Human Resources and Information Technology Departments for verification and processing. When the accounts have been created, the Information Technology Department mails the initial user IDs and passwords to the employee. Banner system accounts also require the completion of the Banner Security Request form. Entrata portal account details are also included with the IT Services Request that allows employees and faculty access to various course and employee resources.

Student Account Setup Process

The Student Services Department provides student with ID numbers and PINS to be used to create Entrata portal accounts. The Entrata account creation process assigns the student a user ID and allows the student to create a password. The portal system provides access to many services including: email, online courses, electronic course materials, schedules, grades, tax forms, account balances, emergency alerts, library service, and much more.

Student Email and Electronic Communications

IECC provides email accounts to students as a tool for sharing important and official information regarding registration, financial aid, deadlines, student life, and more. Email allows IECC to communicate quickly and efficiently and provides standardized, consistent communication with IECC students. The student email accounts are cost-effective and environmentally friendly.

Student email accounts are created when students activate their IECC portal accounts. IECC expects that every student will receive email at his or her IECC email address and will read email on a frequent and consistent basis. A student's failure to receive and read IECC communications in a timely manner does not absolve that student from knowing and complying with the content of such communications.

Students may elect to redirect (auto-forward) email sent to their IECC email address. Students who redirect email from their official IECC email address to another address do so at their own risk. IECC is not responsible for the handling of email by outside service providers. If email is lost because of forwarding, it does not absolve the student of the responsibilities associated with communications sent to their official IECC email address.

Copyrighted Material

Users shall not: copy and forward, download, and/or upload to the IECC network or Internet server any copyrighted, trademarked, and other intellectual property without express authorization from the owner of the trademark, copyrights or intellectual property right.

IECC prohibits the use of peer-to-peer file sharing applications on its network, including wireless network services, to transmit, exchange, or copy any music, software, or other materials which are protected by copyright or intellectual property rights.

Unauthorized copying, use or distributions of software is illegal, strictly prohibited, and subject to criminal penalties. Penalties for copyright infringement are controlled by the U.S. Copyright Office and can be as high at \$150,000 per incident. For additional information, please see the website of the U.S. Copyright Office at www.copyright.gov. Similarly, other intellectual property content owners may take criminal or civil action against a user for unauthorized copying, use or

distribution of intellectual property materials. All the content transmitted via e-mail and web publishing must either be the users' own or must be transmitted with express authorization for distribution by IECC or by the individual who owns the trademark, copyright or intellectual property right.

Inappropriate and Illegal Use of Technology Resources

Examples of inappropriate and illegal use include:

1. Accessing, e-mailing or web publishing of material, including text or images, determined to be obscene and/or pornographic.
2. Use of information technology to facilitate, engage in and/or encourage academic dishonesty.
3. Email distribution or web publishing of derogatory statements intended to offend other individuals, groups, or organizations or which violate IECC's anti-discrimination/harassment policy and procedures. (See policy 100.8 and procedure 100.8 for more information.)
4. Use of information technology resources in a manner that violates this Policy, any other District/College policy, and/or local, state or federal law.
5. Intentionally infiltrate, or "hack," IECC or other information technology resources.
6. Release viruses, worms, or other programs that damage or otherwise harm IECC or other information technology resources.
7. Knowingly disrupt a system or interfere with another student's, staff or faculty member's or other authorized user's ability to use that system
8. Willfully damage or destroy computer hardware, software, or data belonging to IECC or its users.

Priority Usage of Computer Hardware, Software and/or Facilities

Priority shall be given to classroom activities, assignments and/or research and to IECC faculty, staff, and students.

Lab User Age Restriction

Patrons under the age of 18 who are not enrolled students are not permitted to use the open lab computers without obtaining authorization from the college's Learning Resource Director or Lab Supervisor.

Student Data Storage

Students are not allowed to store personal work and/or software on the hard drives in the open lab and all students should have a personal storage device or service for saving their work. Any files or software found on the hard drives will be deleted. IECC is not responsible for data lost for any reason including but not limited to: power failure, computer failure, or any other planned or unplanned or unavoidable event or emergency.

Software

IECC may provide access to software and services such as MS Office 365, Google Docs, Adobe and others. These services are generally provided for free or at a reduced cost to currently enrolled students and/or active employees. IECC must comply with the software license agreements provided by the software vendors and services may be revoked or modified at the vendor's discretion. Students and employees are required to comply with the End User License Agreement (EULA) associate with the software or service. The software and services may be terminated when students are no longer enrolled or employees are no longer employed.

Network Bandwidth

Network capacity is limited and users must not exceed reasonable usage. IECC has the rights to block, limit, or prioritize traffic for any reason.

Internal Network

Only authorized IECC technical staff are allowed to connect personal computers or other devices to the internal IECC network.

Public Wi-Fi Internet Access

Wireless public Internet access is provided throughout most IECC's campus locations. . **Please be advised that the public network does not enforce any security or encryption.** Transmissions of secure information such as ID's, credit card numbers, passwords, etc. may be intercepted by wireless users in or near the open networks. **IECC is not responsible for damage to personal property or other injury, including damage to personal computing devices resulting from software/hardware installation or Internet use.**

Commercial Use

Users shall not use the District's computer network to set up web pages to advertise or sell products or services, solicit sales or conduct business without prior written approval and, if required, the payment of an appropriate fee.

Sanctions

Alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, the IECC collective bargaining agreement and the college's catalog. IECC treats access and use violators of information technology resources seriously. IECC computing resources may also be subject to prosecution by state or federal authorities.

IECC has the right to remove, without notice, any material from its system found to be threatening, obscene, and pornographic or which violates the District's anti-discrimination/harassment policy or any other District policy. Such action may result in the termination of the user's account.

Policy Adoption – Administration – Liability

This policy will be reviewed and updated periodically and the current policy, inclusive of any revisions, will be electronically posted on the IECC website.

Implementation

The Chief Executive Officer, Presidents and Director of Information and Communications Technology are responsible for supervising adoption of guidelines to implement this policy.

Enforcement

Alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, IECC collective bargaining agreement and the college's catalog. IECC treats access and use violations of information technology resources seriously. IECC will pursue criminal and civil prosecution of violators as it deems necessary.

Definitions

Account: see Information Technology Account

Administrative Officer: Chief Executive Officer, President, Dean or Director to whom an individual reports.

Authorized Users: students, employees, and other constituents of the IECC District.

Data Owner: the author or publisher of the information, data or software; can be the individual or department that has obtained a license for the District's use of the information, data or software.

Computing Devices: different classes of computers, servers and mobile devices. If owned, or leased by the District or if owned by an individual and connected to a District-owned, leased or operated network, use of these computing devices is covered by the IECC Policy for Responsible Use of Information Technology.

Employee: See Human Resources policy section 400.

Information Technology Resources: equipment or services used to input, store, process, transmit, and output information, including, but not limited to, desktops, laptops, mobile devices, servers, telephones, fax machines, copiers, printers, Internet, email, and social media sites.

Information Technology Account: the combination of a user number, user name, or user ID and a password that allows a student, employee, or other authorized user access to information technology resources.

Network: a group of computing devices that share information electronically, typically connected to each other by either cable, wireless or other technologies.

Software: the programs and other operating information used by a computer.

Student: any person currently participating in any class of instruction offered by or on the premises of the IECC institutions.

Systems: see Information Technology Resources

User: see Authorized User

~~(The following area is for policy print out and is not to be included in the catalog.)~~

USER AGREEMENT

I agree to and will abide by the attached policy concerning the use of computer, Internet, and web publishing access provided to me through Illinois Eastern Community Colleges (IECC).

I understand that alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, the IECC collective bargaining agreement and the college's catalog. IECC treats access and use violators of information technology resources seriously. IECC computing resources may also be subject to prosecution by local, state or federal authorities.

I UNDERSTAND THAT I SHOULD HAVE NO EXPECTATION OF PRIVACY OR CONFIDENTIALITY IN THE CONTENT OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES SENT AND RECEIVED ON THE DISTRICT COMPUTER NETWORK OR STORED ON ANY IECC INFORMATION TECHNOLOGY RESOURCES. THE DISTRICT INFORMATION TECHNOLOGY DEPARTMENT STARR, COLLEGE TECHNICIANS, OR OTHER DISTRICT EMPLOYEES MAY, AT ANYTIME, REVIEW THE SUBJECT, CONTENT, AND APPROPRIATENESS OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES, AND REMOVE THEM IF WARRANTED, REPORTING ANY VIOLATION OF RULES TO THE DISTRICT ADMINISTRATION AND/OR LAW ENFORCEMENT OFFICIALS.

NAME: _____
(signature)

(printed name)

DATE: _____

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Resolution of Intent to Levy an Additional Tax

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: October 17, 2017

RE: Resolution of Intent to Levy an Additional Tax

Section 3-14.3 of the Public Community College Act allows districts eligible for Equalization grants to levy up to the combined statewide average tax rate for educational and operations and maintenance purposes, if they currently are levying less than that amount. Attached is a table reflecting the eligible districts, the amount of additional tax rate, and the amount of additional tax revenue. Illinois Eastern is eligible to levy an additional tax of up to 4.62 cents, which would yield \$684,946.

The Board would need to adopt a resolution expressing the intent to levy the additional tax and then within ten days after the adoption of a resolution expressing the District's intent to levy the additional taxes, the District is required to publish notice of its intent.

If a petition is received within 30 days of the public notice and such petition is signed by 10% or more of the registered voters in the district, then the proposed increase will be placed on the ballot at the next regularly scheduled election.

The State of Illinois has finally adopted a budget after more than two years of failing to do so. The District is receiving State funds in an erratic pattern of payments, but revenues are being received. This additional levy would allow the District to bridge over the continuing intermittent payments by the State.

However, because the District has adopted policies and budgets that have allowed the District to continue to operate in spite of the State's failure to pay money owed. The District need not levy this additional tax.

The Board must recognize that the State of Illinois no longer actively or aggressively supports the higher education system with adequate or regular funding. For the most recent year ended June 30, 2017, the District received more than half of its funds from student tuition (47%) and local taxpayers (12%). The Board must continue to consider the levying of this additional tax as the State's financial situation in support of higher education changes.

I recommend that the Board **not** adopt a Resolution declaring the intention of IECC to avail the provisions of the Illinois Public Community College Act to levy an additional tax for educational and operations and maintenance purposes.

TLB/rs

Illinois Community College Board

CERTIFICATION OF ELIGIBILITY FOR SPECIAL TAX LEVY

(110 ILCS 805, SECTION 3-14.3)

Section 3-14.3 of the Public Community College Act allows districts eligible for equalization grants in the previous or current fiscal year to levy up to or at the combined statewide average tax rate for educational and operations and maintenance purposes if they currently are levying less than the average. The certification is due by November 1 of each year.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes the Executive Director to issue the annual certificates of eligibility for additional taxing authority to the community college districts meeting the following statutory criteria:

1. Received an equalization grant in fiscal year 2017 and/or received an equalization grant in fiscal year 2018; and
2. had combined educational and operations and maintenance purposes tax rates less than 29.62 cents per \$100 of equalized assessed valuation.

Agenda Item #14.1
September 15, 2017

BACKGROUND

The following table identifies the districts eligible for the additional levy, the amount authorized and actual tax levy, the amount of additional tax rate, and the amount of additional revenue available if they choose to exercise the authority.

The additional levy authority is subject to “backdoor” referendum. Within ten days after the adoption of a resolution expressing the district’s intent to levy all or a portion of the additional taxes, the district is required to publish notice of its intent. A petition signed by 10 percent or more of the registered voters in the district will cause the proposed increase to be placed on the ballot at the next regularly scheduled election. A 30-day period is allowed for such a petition to be received.

This special tax levy authority does not circumvent tax cap legislation. All tax cap legislation is still applicable to those districts that fall under it.

District	Authorized Operating Tax Rates*	Actual Operating Tax Rates*	Additional Tax Rate Authority	Estimated Additional Tax Revenue
Black Hawk College	19.00¢	18.56¢	10.62¢	\$ 4,012,478
Illinois Central College	25.00¢	24.82¢	4.62¢	\$ 3,341,053
Illinois Eastern Community Colleges	25.00¢	25.84¢	4.62¢	\$ 684,946
Illinois Valley Community College	17.00¢	16.86¢	12.62¢	\$ 3,900,617
Kankakee Community College	18.00¢	18.00¢	11.62¢	\$ 2,638,640
Kaskaskia College	25.00¢	25.00¢	4.62¢	\$ 721,305
Lake Land College	17.50¢	17.50¢	12.12¢	\$ 3,546,480
Lewis and Clark Community College	25.00¢	25.00¢	4.62¢	\$ 1,837,900
Rend Lake College	25.00¢	23.64¢	4.62¢	\$ 448,342
Rock Valley College	27.00¢	27.00¢	2.62¢	\$ 1,436,811
Carl Sandburg College	22.00¢	22.00¢	7.62¢	\$ 1,343,617
Sauk Valley Community College	27.50¢	27.50¢	2.12¢	\$ 352,368
Southwestern IL College	16.00¢	15.94¢ 1	3.62¢	\$ 9,118,125
Spoon River College	25.00¢	25.00¢	4.62¢	\$ 413,170
John Wood Community College	22.50¢	22.12¢	7.12¢	\$ 1,119,331

*Combined Ed and O&M Maximum Tax Rates

Agenda Item #8B

Health & Dental Insurance - Calendar Year 2018

MEMORANDUM

TO: Board of Trustees
FROM: Roger Browning
DATE: October 17, 2017
RE: Health & Dental Insurance – Calendar Year 2018

It is time for the Board to consider renewal of the District’s health and dental insurance plans.

The IECC Marketplace makes available four different health insurance options including a \$250 deductible plan, a \$1,500 deductible plan, a \$2,650 deductible plan, and a \$6,000 deductible plan.

The District will contribute \$898.65 per month for health benefits and \$29.48 per month for dental premiums. The calendar year 2018 premiums represent a 7.5% increase for health insurance premiums for IECC contributions to the various plans and a 3.9% increase for dental premiums.

In addition to health and dental insurance, employees will also have the option to purchase identity theft protection services, vision, critical illness, accident, term life, and long term disability insurance at their own expense.

By choosing one of the Qualified High Deductible Plans (\$1,500, \$2,650, or \$6,000 deductible) the employee will qualify for a Health Savings Account (HSA). The District will continue to offer the Medical Reimbursement Plan (MRP) for eligible employees.

The plan options offered should continue to be successful in reducing the size of future premium increases. The recent history of the District’s health rate increases follow:

Rate Increase History

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% Increase (Includes 3.3% for ACA)
January 1, 2015 – December 30, 2015	(5.6%) Decrease
January 1, 2016 – December 30, 2016	15.3% Increase
January 1, 2017 – December 30, 2017	2.2% Increase (New IECC Marketplace Structure)
January 1, 2018 – December 30, 2018	7.5% Increase

As required by the Affordable Care Act, the January 1, 2018, renewal for BCBS will continue to include Level 2 employees who average between 30 – 39.99 hours of service per week. These employees are eligible for health insurance benefits and will pay 9% of their gross wages towards the cost of the premium.

Attached are the plans that have been negotiated with BCBS to be offered under the IECC Marketplace. I recommend that the Board accept these plans and premiums as outlined in the following attachments.

RB/akb

**IECC Marketplace Options (Health Insurance)
Calendar Year 2018**

Benefit	Option # 1		Option # 2		Option # 3		Option # 4	
Deductible								
- Per Person	\$ 6,000 **		\$ 2,650 **		\$ 1,500		\$ 250	
- Per Family	\$ 12,000 **		\$ 5,300 **		\$ 3,000		\$ 750	
Coinsurance	80%		80%		100%		90%	
Medical Out-of-Pocket								
- Per Person	\$ 6,550		\$ 5,300		\$ 3,000		\$ 1,250	
- Per Family	\$ 13,100		\$ 10,600		\$ 6,000		\$ 2,500	
Rates	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium
Employee	\$ 830.57	\$ (68.08)	\$ 898.65	\$ -	\$ 993.11	\$ 94.46	\$ 1,103.44	\$ 204.79
Employee & Spouse	\$ 1,789.53	\$ 390.88	\$ 1,936.21	\$ 1,037.56	\$ 2,139.73	\$ 1,241.08	\$ 2,377.48	\$ 1,478.83
Employee & Child(ren)	\$ 1,324.34	\$ 425.69	\$ 1,432.89	\$ 534.24	\$ 1,583.50	\$ 684.85	\$ 1,759.44	\$ 860.79
Full Family	\$ 2,416.77	\$ 1,518.12	\$ 2,614.88	\$ 1,716.23	\$ 2,889.72	\$ 1,991.07	\$ 3,210.80	\$ 2,312.15

**** Embedded deductibles**

**IECC Marketplace Options (Dental Insurance)
Calendar Year 2018**

Rates	Calendar 2018	
	Total Premium	EE Net Premium
Employee	\$ 29.48	\$ -
Employee & Spouse	\$ 60.22	\$ 30.74
Employee & Child(ren)	\$ 76.15	\$ 46.67
Full Family	\$ 81.39	\$ 51.91

Agenda Item #8C

Health Savings Accounts, Calendar Year 2018

MEMORANDUM

TO: Board of Trustees
FROM: Roger Browning
DATE: October 17, 2017
RE: Health Savings Accounts, Calendar Year 2018

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

Since 2012, the Board has contributed \$1,000 annually to each qualifying 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 Business Procedure 300.1 for Employee Benefits.

The Board should establish the amount of the District's contribution to the participant's HSA prior to the beginning of the open enrollment period which will begin October 18 and run through November 18.

The Administration believes the District's qualified high deductible plans have been successful in reducing the size of premium increases and recommends that the Board make a \$1,000 contribution for Calendar Year 2018 to each qualified employee's HSA.

RB/akb

Agenda Item #8D

Annual Financial Report

Agenda Item #8D

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Annual Financial Report

Pursuant to Section 3-22.2 of the Public Community College Act, each district is required to annually publish a financial statement prior to November 15, in a newspaper of general circulation in the district. A copy of this publication must then be filed with the ICCB by December 1.

Attached is the Annual Financial Report for IECC that will be published.

Mr. Chairman, I recommend the Board approve the Annual Financial Report for IECC so that it may be published locally and filed with the ICCB on a timely basis.

TLB/akb

Attachment

ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT NO. 529

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30,2017

Community College District No. 529 Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne, and White, State of Illinois

Total District Assessed Valuation:	\$1,487,918,606
Total District Bonded Debt:	\$ 8,570,000

Tax Revenues:	<u>Extensions</u>	<u>Rates</u>
Education Fund	\$ 2,578,374	0.00174
Operations and Maintenance Fund	\$ 1,105,018	0.00075
Bond and Interest Fund	\$ 2,012,601	0.00140
Liability, Protection, and Settlement Fund	\$ 685,128	0.00046
Audit Fund	\$ 73,667	0.00005

STATEMENT OF REVENUE AND EXPENDITURES

For the Fiscal Year Ended 2017

<u>REVENUE BY SOURCE</u>	<u>Education Fund</u>	<u>Operations & Maintenance Fund</u>	<u>Debt Service Fund</u>	<u>Other Tax Funds</u>
Local Government	3,056,015	1,294,374	2,143,221	758,015
State Government	10,796,840	-	-	-
Federal Government	-	-	-	-
Student Tuition and Fees	12,903,267	1,043,050	-	-
Other Sources	407,651	38,993	13,984	310,762
TOTAL REVENUE	27,163,773	2,376,417	2,157,205	1,068,777
 <u>EXPENDITURES BY PROGRAM</u>				
Instruction	11,749,085	-	-	-
Academic Support	500,409	-	-	-
Student Services	1,623,652	-	-	-
Public Services	4,318	-	-	-
Auxiliary Enterprises	-	-	-	-
Operation and Maintenance of Plant	62,932	2,924,278	-	38,767
Institutional Support	5,181,299	5,237	2,096,350	1,380,320
Scholarships, Student Grants, and Waivers	7,036,112	-	-	-
TOTAL EXPENDITURES	26,157,807	2,929,515	2,096,350	1,419,087
 OTHER FINANCING USES: Operating Transfers-In / (Out)	 (1,119,348)	 -	 -	 -
 FUND BALANCE (Deficit), June 30, 2017	 8,744,797	 3,043,266	 682,515	 783,815

Illinois Eastern Community Colleges offers a wide variety of educational opportunities.

Frontier Community College, Lincoln Trail College, Olney Central College and Wabash Valley College offer degrees in Associate in Arts, Associate in Science, Associate in General Studies, Associate in Science and Arts, Certificate in General Studies and Certificates in (8) eight Vocational Skills areas.

In addition, Frontier Community College offers (21) twenty-one Certificates in Career and Technical Education and (10) ten Associate in Applied Science degrees. Frontier delivers the above offerings to (5) five of the Counties of Illinois Eastern Community College District No. 529.

Lincoln Trail College offers (24) twenty-four Certificates in Career and Technical Education and (13) thirteen Associate in Applied Science Degrees in Career and Technical Education.

Olney Central College offers (30) thirty Certificates in Career and Technical Education and (14) fourteen Associate in Applied Science Degrees in Career and Technical Education.

Wabash Valley College offers (36) thirty-six Certificates in Career and Technical Education and (18) eighteen Associate in Applied Science Degrees in Career and Technical Education.

Annual Enrollment Data by Semester, including Summer Term:

Headcount: 28,392	Full-time Equivalent: 4,082
Staff Data: Full-time 266	Part-time: 793

All accounts of said Illinois Eastern Community College District No. 529 were audited by Clifton Larson Allen, LLP, Certified Public Accountants, for the fiscal year July 1, 2016 through June 30, 2017.

Dated at Olney, Illinois, this 17th day of October 2017.

Chairman, Board of Trustees: _____
G. Andrew Fischer

Secretary, Board of Trustees: _____
Renee Smith

Treasurer, Board of Trustees: _____
Roger Browning

It is the policy of the Board of Trustees of Illinois Eastern Community Colleges not to discriminate on the basis of race, color, religion, sex, age, disability, or national origin. Illinois Eastern Community Colleges operates pursuant to all applicable laws relating to the Americans with Disabilities Act, PL 101-336. Inquiries regarding compliance with the policy may be directed to:

Equal Opportunity Officers:

Bonnie Chaplin, IECC District Office, Olney, IL
Paul Bruinsma, Frontier Community College, Fairfield, IL
Brent Todd, Lincoln Trail College, Robinson, IL
Andrea Pampe, Olney Central College, Olney, IL
Katie Hinderliter, Wabash Valley College, Mt. Carmel, IL

Agenda Item #8E

2017 Estimated Tax Levy Resolution

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: 2017 Estimated Tax Levy Resolution

Each year the Board of Trustees certifies the District's estimated tax levy for the year. The 2017 estimated tax levy resolution for taxes due and collectible in 2018 follows this memo.

The resolution establishes the levy for the education fund and the operations and maintenance fund. 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.

I ask the Board's approval of this Estimated Tax Levy Resolution.

TLB/akb

Attachment

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2017**

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 2016 was:

Education Purposes	\$2,578,373
Operations and Maintenance Purposes	1,105,018
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	685,128
Audit	73,667
Other	0
Total	\$4,442,186

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2017 is as follows:

Education Purposes	\$2,712,500
Operations and Maintenance Purposes	1,162,500
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	750,000
Audit	80,000
Total	\$4,705,000

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 2016 was \$2,063,475; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2017 is \$2,143,638.

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 2017, exclusive of bond and interest costs, is \$4,705,000.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2017, exclusive of bond and interest costs, does exceed 105% of the taxes extended by the district in the year 2016.

Section 3: The aggregate amount of taxes estimated to be levied for the year 2017 for debt service is a 3.9% increase over the taxes extended for debt service for 2016.

Section 4: Public notice shall be given in the following newspapers of general circulation in said district,

Marshall Advocate, Clark County
Clay County Advocate-Press, Clay County
Robinson Daily News, Crawford County
Toledo Democrat, Cumberland County
The Prairie Post, Edwards County
McLeansboro Times-Leader, Hamilton County
Newton Press-Mentor, Jasper County
Lawrenceville Daily Record, Lawrence County
Olney Daily Mail, Richland County
Mt. Carmel Register, Wabash County
Wayne County Press, Wayne County
Carmi Times, White County

and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with type no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

**NOTICE OF PROPOSED TAX INCREASE FOR
ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT NO. 529**

- I. A public hearing to approve a proposed property tax levy increase for Illinois Eastern Community Colleges District No. 529 for 2017 will be held on November 21, 2017, at 7:00 p.m. at Olney Central College, Olney, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Roger Browning, Chief Finance Officer, 233 East Chestnut Street, Olney, IL 62450; phone: 618.393.2982.

- II. The corporate and special purpose property taxes extended or abated for the year 2016 were \$4,442,186.

The proposed corporate and special purpose property taxes to be levied for 2017 are \$4,705,000. This represents a 5.9% increase over the previous year extension.

- III. The property taxes extended for debt service for 2016 were \$2,063,475.

The estimated property taxes to be levied for debt service and public building commission leases for 2017 are \$2,143,638. This represents a 3.9% increase over the previous year.

- IV. The total property taxes extended or abated for 2016 were \$6,505,661.

The estimated total property taxes to be levied for 2017 are \$6,848,638. This represents a 5% increase over the previous year extension.

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

ADOPTED this 17th day of October 2017.

BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY
COLLEGES
COUNTIES OF RICHLAND, CLARK, CLAY,
CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE,
WABASH, WAYNE AND WHITE
STATE OF ILLINOIS

By: _____
Chairman

ATTEST: _____
Secretary

Agenda Item #8F

Resolution Establishing Tax Levy Hearing

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Resolution Establishing Tax Levy Hearing

The Board of Trustees annually adopts a resolution establishing the District's estimated tax levy. If the adoption of that 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 resolution which follows would:

- 1) Establish a fiscal year of July 1, 2018 – June 30, 2019.
- 2) Require the publication of a public notice of a hearing on the tax levy.
- 3) Require a hearing on November 21, 2017.
- 4) Notify the public that a tax levy would be adopted by the Board on November 21, 2017.

I ask the approval of the Resolution Establishing a Tax Levy Hearing.

TLB/akb

Attachment

RESOLUTION
ESTIMATED 2017 TAX LEVY
HEARING

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 2017 for taxes due and collectible in 2018:

1. Date of Fiscal Year: July 1, 2018 - June 30, 2019.
2. Publication of Notice of Public Hearing on Tax Levy: After November 7, 2017 and before November 14, 2017.
3. Public Hearing on Tax Levy: November 21, 2017, at the hour of 7:00 p.m. local time, Olney Central College, Olney, Illinois.
4. Adoption of Tax Levy: November 21, 2017, following the Public Hearing.

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

Chairman, Board of Trustees Date

Secretary, Board of Trustees Date

Agenda Item #8G

Environmental Scan FY2018

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Environmental Scan FY2018

Rodney Raney, President of Olney Central College, has prepared the FY2018 Environmental Scan which is used by the District to forecast future internal and external needs for both college programs and services. The data is used to assist the District in developing the Strategic Plan and provides information for grant applications.

Data of particular interest:

- Number of high school students that qualify for free or reduced lunches has increased the last five years.
- Median household income and per capita personal income lagged significantly behind the statewide average and the cost of higher education will continue to be an issue.
- Local high schools graduate numbers have stayed below 1,100.
- Part-time and full-time enrollment decreased within the district.
- Degree attainment within the district continues to lag significantly behind the state and national averages for baccalaureate completion.
- Equalized Assessed Valuation has trended upward over a long period of time.
- Unemployment rate has decreased from 8.8% in 2012 to 6.7% in 2016.

The District continues to review items for inclusion in the Environmental Scan.

The Environmental Scan has been sent electronically to each Board member.

I ask the Board's acceptance of this Environmental Scan.

TLB/rs

Agenda Item #8H

**Multi-Hazard Mitigation Plans Resolutions
FCC-LTC-WVC**

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Multi-Hazard Mitigation Plan Resolutions

The Greater Wabash Regional Planning Commission (GWRPC) has worked with each county to develop a Multi Hazard Mitigation Plan. The Board has adopted the Richland County Multi-Hazard Mitigation Plan already.

The Multi-Hazard Mitigation Plans for Crawford, Wabash, and Wayne Counties are now available for adoption by the Board of Trustees.

These Multi-Hazard Mitigation Plans for each college will be useful in the procurement of grant funding for mitigation projects and allows joint planning with other units of local government in preparation for a hazard. Each college will work with the local Emergency Management Agency to implement the Multi-Hazard Mitigation Plan for its county.

I ask the Board's approval of the resolutions adopting the Crawford County, Wabash County, and Wayne County Multi-Hazard Mitigation Plans.

TLB/rs

Attachments

Resolution # _____

ADOPTING THE WAYNE COUNTY MULTI-HAZARD MITIGATION PLAN

WHEREAS, the Frontier Community College recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazard mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the Frontier Community College participated jointly in the planning process with the other local units of government within the County to prepare a Multi-Hazard Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Frontier Community College hereby adopts the Wayne County Multi-Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED, that the Wayne County Emergency Management Agency will submit on behalf of the participating municipalities the adopted Multi-Hazard Mitigation Plan to the Illinois Emergency Management Agency and the Federal Emergency Management Agency for final review and approval.

ADOPTED THIS _____ Day of _____, 2017.

President

Attest

Resolution # _____

ADOPTING THE CRAWFORD COUNTY MULTI-HAZARD MITIGATION PLAN

WHEREAS, the Lincoln Trail College recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazard mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the Lincoln Trail College participated jointly in the planning process with the other local units of government within the County to prepare a Multi-Hazard Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Lincoln Trail College hereby adopts the Crawford County Multi-Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED, that the Crawford County Emergency Management Agency will submit on behalf of the participating municipalities the adopted Multi-Hazard Mitigation Plan to the Illinois Emergency Management Agency and the Federal Emergency Management Agency for final review and approval.

ADOPTED THIS _____ Day of _____, 2017.

President

Attest

Resolution # _____

ADOPTING THE WABASH COUNTY MULTI-HAZARD MITIGATION PLAN

WHEREAS, the Wabash Valley College recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazard mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the Wabash Valley College participated jointly in the planning process with the other local units of government within the County to prepare a Multi-Hazard Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Wabash Valley College hereby adopts the Wabash County Multi-Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED, that the Wabash County Emergency Management Agency will submit on behalf of the participating municipalities the adopted Multi-Hazard Mitigation Plan to the Illinois Emergency Management Agency and the Federal Emergency Management Agency for final review and approval.

ADOPTED THIS _____ Day of _____, 2017.

President

Attest

Agenda Item #8I

FCC Parking Lot Expansion

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: FCC Parking Lot Expansion Easement

Due to the on-campus enrollment growth at Frontier Community College, the student housing adjacent to the college is at maximum capacity. The owner / developer, Dean Kieffer, is planning to build a third unit with a student capacity of 22. Dean Kieffer has requested permission from the District for the expansion north of the existing parking lot located west of the Workforce Development building.

The Board conveyed District property to the Frontier College Foundation who then sold the property to Dean Kieffer. As part of that transaction, Mr. Kieffer agreed to upgrade the existing parking lot on the west side of the Workforce Development building and maintain it. The District agreed to snow removal and general monitoring of the parking lot. Since that agreement of February 2016, Mr. Kieffer has fulfilled all of his commitments under the agreement.

The proposed parking lot expansion is approximately 16,830 square feet, which will accommodate 35 additional parking spaces. Mr. Kieffer will construct, at his expense, the parking lot by compacting the soil to 95% compaction and maintain an all-weather traffic surface thereon and spreading and thereafter maintaining a minimum of 6 inches of CA6 aggregate base on the parking lot expansion.

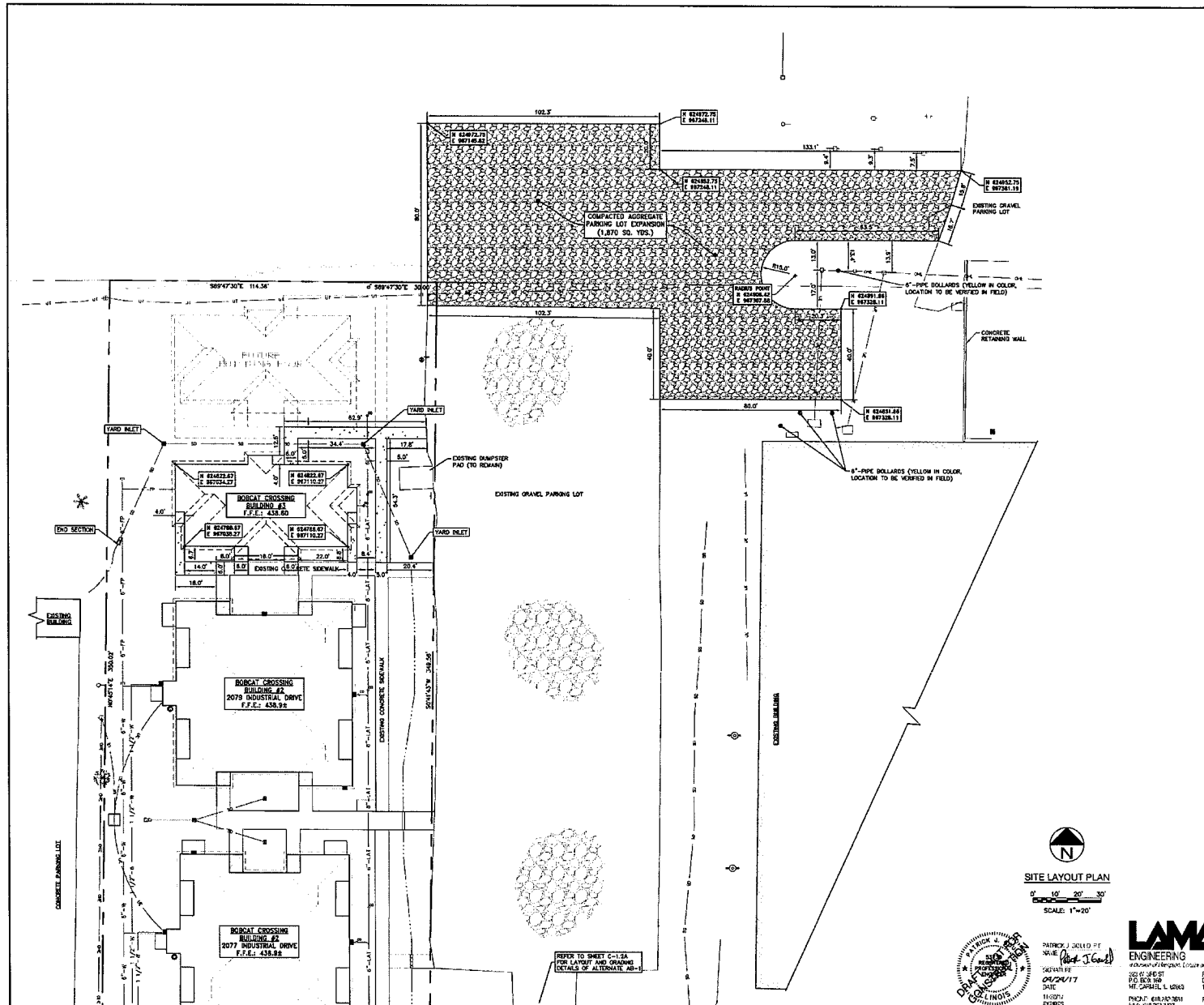
The District will assume the responsibility of maintaining the parking lot, including snow removal and any other necessary maintenance items not covered by Mr. Kieffer's obligations. Attached is an engineering drawing setting forth the dimensions for the parking lot expansion. An easement is being prepared and will be presented for final approval by the Board at the November Board meeting.

With the fall construction season coming to a close, it is important that the Board indicate its support of this expansion prior to the attorney's preparation of the easement.

I ask the Board to express the Board's support of this parking lot expansion and its intention to approve the required easement when presented.

TLB/rs

Attachment



GENERAL NOTES

GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK ASSOCIATED WITH THIS PROJECT.

UTILITIES SHOWN WERE LOCATED FOR QUALITY LEVEL "C", A.S.C.E. STANDARD Q/38-01, STANDARD GUIDELINE FOR THE COLLECTION AND DETECTION OF EXISTING SUBSURFACE UTILITY DATA AND FOR SURFACE MARKING ONLY. UTILITIES SHALL BE FIELD LOCATED HORIZONTALLY AND VERTICALLY PRIOR TO BEGINNING ANY WORK. THE CONTRACTOR IS RESPONSIBLE FOR THE FIELD LOCATION OF THESE UTILITIES.

CONTRACTORS SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL MEASURES THAT MAY BE REQUIRED FOR THE WORK TO BE PERFORMED.

CONTRACTORS SHALL CALL "811" PRIOR TO BEGINNING ANY EXCAVATION ON THE SITE. ALSO, CONTRACTORS SHALL CONTACT OWNER(S) OF PROPERTY TO LOCATE ANY PRIVATE FACILITIES THAT MAY EXIST ON PROPERTY.

CONTRACTORS ARE RESPONSIBLE FOR THE COSTS OF CONSTRUCTION STAKING AND TESTING. ALL WORK SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS.

CONTRACTORS SHALL CONTACT ARCHITECT/ENGINEER, IF QUESTIONS OR DISCREPANCIES ARISE FROM THE PLANS PRIOR TO PERFORMING THE WORK.

THE FINAL GRADES SHALL BE COORDINATED WITH ARCHITECT/ENGINEER.

ALL UTILITIES SHALL BE INSTALLED WITH THE MINIMUM DEPTHS CALCULATED TO BE FROM THE PROPOSED GRADES.

ALL UTILITY STRUCTURES SHALL BE ADJUSTED TO THE FINAL GRADE.

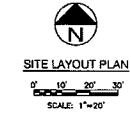
LENGTHS OF PIPES ARE CALCULATED TO THE CENTER OF THE STRUCTURES.

NEW WORK IS SHOWN WITH DARKER LINES.

WHERE THE PROJECT BODIES MAY MEET THE THRESHOLD FOR A STORM WATER POLLUTION PREVENTION PLAN TO BE SUBMITTED TO ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE CONTRACTOR SHALL IMPLEMENT BEST MANAGEMENT PRACTICES AND INSTALL THE NECESSARY EROSION CONTROL MEASURES PRIOR TO COMMENCING ANY CONSTRUCTION ON SITE.

LEGEND

---	PROPERTY LINE
---	CENTERLINE
---	SANITARY SEWER LINE
---	SANITARY SEWER LATERAL
---	STORM SEWER
---	WATER LINE
---	FIRE PROTECTION LINE
---	WATER SERVICE LINE
---	OVERHEAD ELECTRIC LINE
---	UNDERGROUND ELECTRIC LINE
---	EXISTING DITCH
---	TREELINE
---	EXISTING MAJOR CONTOUR LINE
---	EXISTING CONTOUR LINE
---	PROPOSED MAJOR CONTOUR LINE
---	PROPOSED CONTOUR LINE
---	DEMOTES ITEM TO BE REMOVED
⊙	NAIL & RAG SET
⊙	POWER POLE
⊙	GRV POLE
⊙	TELEPHONE JUNCTION BOX
⊙	SANITARY SEWER MANHOLE
⊙	GRAVEL PARKING LOT
---	SCM
---	YARD INGRANT
---	CONFERRING TREE WITH SIZE
---	DECIDUOUS TREE WITH SIZE
---	EXISTING SPOT ELEVATION
---	PROPOSED SPOT ELEVATION



DATE: 09/24/11
 TIME: 11:02 AM
 BY: [Signature]

LAMAC
 ENGINEERING
 202 W. 5th St.
 St. Charles, IL 62256
 PHONE: 618.340.5601
 FAX: 618.340.5607

ADG
 ARCHITECTURE & DESIGN GROUP, LTD.
 512 MARKET (618)263-3254, MT. CARMEL, IL 62866
 FRONTIER CC PARTMENTS - KIFFERS
 FAIRFIELD, ILLINOIS

SHEET OF	C-1.2	DATE	09/24/11
BY	PJG	REV	

Agenda Item #8J

Rise Broadband Antenna Attachment Agreement

Agenda Item #8J

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Rise Broadband Antenna Attachment Agreement

Since October 5, 2007, the District has leased a portion of the WVC Radio Tower to Rise Broadband (formerly known as RidgeviewTel). The District has charged Rise Broadband \$150.00 per month for the use of the District's antenna.

Rise Broadband would like to continue the attachment lease for an additional five years at the existing \$150.00 per month payment and they provide one wireless Internet access account free of charge to WVC.

I ask the Board's approval of the extension of this agreement for an additional five years.

TLB/rs

Attachment



LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Agreement") is made as of **October 5, 2017** (the "Effective Date"), by and between **Wabash Valley College** (the "Landlord") and Skybeam, LLC dba Rise Broadband (fka RidgeviewTel), a Colorado limited liability company, on behalf of itself and its subsidiaries (the "Tenant").

WHEREAS, Landlord is the owner of a parcel of land located at or near **15511 River Road, Mt. Carmel, Illinois 62863** (the "Property") which has a tower or similar structure (the "Structure") located thereon (the Property and the Structure are, collectively, the "Site"); and

WHEREAS, by instrument dated October 5, 2007, Landlord did lease unto Tenant a portion of the Site and Structure for the purpose of constructing, operating, maintaining, and repairing radio communications facilities to provide broadband internet access; and

WHEREAS, Tenant desires to continue to use the Site for the purpose of installing, operating, and maintaining wireless data communications equipment.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions herein contained and for other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

- 1. LEASE.** Landlord does hereby lease to Tenant and Tenant does hereby lease from Landlord the exclusive right to construct, install, maintain, and operate wireless data communications equipment, personal property, and improvements associated with Tenant's wireless communications business and/or the transmission and reception of radio communication signals for the purpose of providing broadband wireless internet service from the Site, including the transmission and reception of radio communication signals (the "Equipment"). Landlord shall provide utilities, including electricity, necessary to operate Tenant's Equipment. Tenant may install, operate, maintain, repair, modify, upgrade, remove, or replace any and all Equipment at any time throughout the Term. Tenant will ensure that its Equipment does not materially affect the structural integrity of the Structure. The Equipment shall remain the exclusive property of Tenant and shall not be considered fixtures. Tenant, at its expense, may use any and all reasonable means as Tenant deems necessary to control, secure or restrict access to the Equipment. Landlord hereby waives any and all statutory and common law lien rights which Landlord may have relating to the Equipment and all rights of distraint against such Equipment.
- 2. TERM.** The term of this Agreement shall begin on the Effective Date indicated above and shall continue for **five (5) years** (the "Initial Term"). This Agreement shall automatically renew for **five (5) additional terms of one (1) year** (each an "Extended Term"), unless Tenant notifies Landlord in writing of its intention not to renew this Agreement at least thirty (30) days prior

to the end of the then existing Term. The Initial Term and any Extended Term are collectively referred to herein as the "Term."

- 3. PAYMENTS.** In consideration for use of the Site, Tenant will pay to Landlord a monthly lease payment of **One Hundred Fifty Dollars (\$150.00)**, (the "Monthly Payment"), such payments to be made on or before the 5th of each month. Tenant will further provide **one (1) wireless internet access account** to Landlord free of charge. Such access will be provided through Tenant's existing wireless internet network with services equal to the premium residential account offered by Tenant to its customers. Should the premium residential account speed increase, such account shall increase accordingly. In the event Tenant removes its Equipment and ceases transmissions from the Site prior to the expiration or termination of the Term, the internet access account provided to Landlord will cease as of the date Tenant ceases transmissions.
- 4. ACCESS TO SITE.** Landlord agrees that Tenant shall have 24/7 access to the Site for the purpose of installing and maintaining the Equipment, along with all related utility wires, cables and conduits. Landlord shall furnish Tenant with necessary means of access for the purpose of ingress and egress to the Site. It is agreed, however, that only authorized engineers, employees, or properly authorized contractors of Tenant or such authorized persons may enter the Site.
- 5. MAINTENANCE.** Tenant shall, at its sole cost, maintain and repair the Equipment, along with Tenant's related improvements, antennas, equipment, or other property approved by Landlord, in good working condition. At such times that Landlord becomes aware of required maintenance or repairs to be performed by Tenant, Tenant will complete such repair and maintenance within a reasonable period after receipt of notice thereof from Landlord except in the event of an emergency or when the wireless or internet/intranet access is not working correctly, whereupon the repair and maintenance shall be completed immediately upon Tenant becoming aware of such need for maintenance and repair, subject to Section 4 hereof.
- 6. TRANSFER OF INTEREST/ASSIGNMENT.**

 - 6.1. This Agreement does not prevent sale or exchange of the Property by the Landlord. However, any transferee of Landlord's interest in the Property takes such interest subject to this Agreement. In the event of the sale or other transfer of Landlord's right, title and interest in the Property, Landlord shall be released from all liability and obligations occurring after the consummation of such sale or transfer, and the successor Landlord shall assume all of Landlord rights and obligations hereunder; provided, however, that Tenant is provided a copy of the recorded deed (or similar document evidencing such change in ownership) and IRS Form W-9 within thirty (30) days of such transaction.
 - 6.2. So long as Tenant is not in default in the performance of any of the terms, covenants or conditions of the lease on Tenant's part to be performed, Tenant's possession of the leased premises and Tenant's rights and privileges under this Agreement, or any extensions or renewals thereof, which may be effected in accordance with any option therefore in this Agreement, shall not be diminished or interfered with by any subsequent mortgagee, lender or acquiring party, and Tenant's occupancy of the Site

shall not be disturbed by any subsequent mortgagee, lender, or acquiring party for any reason whatsoever during the Term or any Extended Term.

- 6.3. Provided (i) Tenant complies with this Agreement, (ii) Tenant is not in default under the terms of the Agreement and no event has occurred which, with the passage of time or the giving of notice or both, would constitute a default under the Agreement, and (iii) the Agreement is in full force and effect, any default under any subsequent mortgage, loan, or purchase agreement, and any proceeding to foreclose the same, will not disturb Tenant's possession under the Agreement and the Agreement will not be affected or cut off thereby.
- 6.4. Tenant may assign or transfer this Agreement at any time upon written notice to the Landlord, to: (i) any affiliate of Tenant; (ii) any entity resulting from a reorganization of Tenant or its affiliates; (iii) any entity which acquires a majority of Tenant's equity or assets by way of sale, merger, consolidation or other event. For purpose herewith, an affiliate shall mean any entity that controls, is controlled by, or under common control with Tenant.

7. TERMINATION. In addition to other rights to terminate this Agreement:

- 7.1. If a party hereto is in default of any provision of this Agreement and has failed to cure such default in accordance with Section 8 herein, the non-defaulting party may terminate this Agreement upon notice to the defaulting party.
- 7.2. Either party shall have the right to terminate this Agreement immediately upon notice to the other party if (a) the other has filed a petition in bankruptcy, is insolvent, or has sought relief under any law related to such party's financial condition or its ability to meet its payment obligations; or (b) any involuntary petition in bankruptcy has been filed against the other party, or any relief under any such law has been sought by any creditor(s) of such party, unless such involuntary petition is dismissed, or such relief is denied, within thirty (30) days after it has been filed or sought.
- 7.3. Notwithstanding anything contained herein to the contrary, Tenant may terminate this Agreement without further liability upon thirty (30) days' written notice to the Landlord for any of the following reasons: (i) changes in local or state laws or regulations which adversely affect Tenant's ability to operate; (ii) a Federal Communications Commission ruling or regulation that is beyond the control of Tenant; (iii) if Tenant reasonably determines that the Site is not appropriate for its operations for economic, technological, or regulatory reasons, including, without limitation, signal interference; or (iv) if Tenant is unable to obtain any Governmental Approval required for the construction or operation of the Equipment..
- 7.4. Upon termination of this Agreement for any reason, Tenant will remove its Equipment within ninety (90) days.

8. DEFAULT.

- 8.1. In the event there is a default by Tenant with respect to any of the provisions of this Agreement or its obligations under it, Landlord shall give Tenant written notice of such default. After receipt of such written notice, Tenant shall have thirty (30) days to cure any such default. In the event that the nature of the cure requires more than thirty (30) days, the Landlord will not hold this Agreement in default so long as the work required is being done continuously and diligently. Landlord may not maintain any action or affect any remedies for default against Tenant unless and until Tenant has failed to cure the same with the time periods provided in this paragraph.
- 8.2. In the event there is a default by the Landlord with respect to any of the provisions of this Agreement or its obligations under it, Tenant shall give Landlord written notice of such default. After receipt of such written notice, Landlord shall have thirty (30) days to cure any such default. In the event that the nature of the cure requires more than thirty (30) days, Tenant will not hold this Agreement in default so long as the work required is being done continuously and diligently. Tenant may not maintain any action or affect any remedies for default against Landlord unless and until Landlord has failed to cure the same with the time periods provided in this paragraph.
- 8.3. If neither party is in default but either party acts in a way that is contrary to the Agreement and the terms and provisions in this Agreement, this constitutes a breach of contract. Either party will then be able to seek appropriate breach of contract remedies, against the breaching party, that are available according to the laws of the state in which the Property is located.

9. INDEMNIFICATION.

- 9.1. Landlord shall indemnify, defend (using legal counsel reasonably acceptable to Tenant) and save Tenant harmless from and against any and all claims, suits, losses, damages, fines, penalties, liabilities and expenses (including reasonable attorneys' fees and other costs incurred in connection with claims) resulting from any actual or alleged injury (including death) of any person or from any actual or alleged loss of or damage to any property arising out of or in connection with (a) Landlord's occupation, use, or improvement of the Site, or that of its employees, agents, or contractors; (b) Landlord's breach of its obligations hereunder; or (c) any act or omission of Landlord or any officer, agent, employee, guest or invitee of Landlord, or of any such entity in or about the Site; provided, however, such indemnity shall not apply to the extent such claims result from the gross negligence or willful misconduct of Tenant or its agents or employees.
- 9.2. Tenant shall indemnify, defend (using legal counsel reasonably acceptable to Landlord) and save Landlord harmless from and against all claims, suits, losses, damages, fines, penalties, liabilities and expenses (including reasonable attorneys' fees and other costs incurred in connection with claims) resulting from any actual or alleged injury (including death) of any person or from any actual or alleged loss of or damage to any property arising out of or in connection with (a) Tenant's occupation, use or improvement of the Site, or that of its employees, agents, or contractors; (b) Tenant's breach of its obligations hereunder; or (c) any act or omission of Tenant or any subtenant, licensee, assignee or concessionaire of Tenant, or of any officer, agent, employee, guest or invitee of Tenant, or of any such entity in or about the Site; provided, however, such indemnity shall not

apply to the extent such claims result from the gross negligence or willful misconduct of Landlord or its agents or employees.

10. LIMITATION OF LIABILITY. NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, PUNITIVE OR CONSEQUENTIAL COSTS, LIABILITIES OR DAMAGES, INCLUDING LOST PROFITS OR REVENUES, WHETHER FORESEEABLE OR NOT, ARISING OUTOF, OR IN CONNECTION WITH, SUCH PARTY'S PERFORMANCE OR NONPERFORMANCE OF ITS OBLIGATIONS UNDER THIS AGREEMENT; AND PROVIDED FURTHER THAT THIS LIMITATION SHALL NOT RESTRICT EITHER PARTY'S RIGHT TO PROCEED FOR INJUNCTIVE RELIEF.

11. INSURANCE. Throughout the Term of this Agreement, Tenant, at Tenant's sole cost and expense, shall procure and maintain Commercial General Liability Insurance in an aggregate amount of One Million and No/100 Dollars (\$1,000,000.00) per occurrence. Tenant may satisfy this requirement by obtaining the appropriate endorsement to any master policy of liability insurance Tenant may obtain. Landlord shall be named an additional insured on all such policies and coverages.

12. NOTICES. All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier's regular business delivery service and provided further that it guarantees delivery to the address by the end of the next business day following the courier's receipt from the sender, addressed as follows or any other address that the Party to be notified may have designated to be sender by like notice:

LANDLORD: Illinois Eastern Community Colleges/Wabash
Valley College
233 E Chestnut St.
Olney, IL 62450

TENANT: Skybeam, LLC dba Rise Broadband
61 Inverness Dr. E, Suite 250
Englewood, CO 80112
Attn: Contract Administration

Notice shall be effective upon mailing or delivering the same to a commercial courier, as permitted above.

13. DUTIES OF TENANT. Tenant agrees:

13.1. To construct, improve, maintain, upgrade, add and/or repair the Equipment, at its sole expense.

- 13.2. To maintain that portion of the Site where the Equipment is located in as good condition as reasonable use will permit.
- 13.3. To manage and operate the Equipment in a reasonable manner and conduct all its activities on the Site in compliance with all applicable laws.
- 13.4. To keep the Site free of mechanics and materialmen's liens.
- 13.5. To have installed radio equipment of the type and frequency, which will not cause measurable interference to the equipment of the Landlord, or if applicable, other Tenants of the Site. In the event Tenant's equipment causes such interference, and after Landlord has notified Tenant of such interference, Tenant will take all steps necessary to correct and eliminate the interference.

14. DUTIES OF LANDLORD. Landlord agrees:

- 14.1. To permit Tenant or its agents, representatives, or employees to enter the Property at any time (i.e., full time access 24/7 365 days) to install, repair, upgrade, operate, inspect, alter, and maintain the Equipment, subject to Section 4 hereof.
- 14.2. To allow installation of an electrical meter accessible to the Equipment.
- 14.3. To not use or permit the use of the Property in a manner which unreasonably interferes with the operations of Tenant, subject to the other provisions hereof. Permitting any use which Tenant does find to interfere with Tenant's operations will constitute a breach of this Agreement.
- 14.4. To notify Tenant in advance of any other wireless operators acquiring lease on the Property. This would include wireless internet operators using any frequency either known or unknown including: the 900 MHz, 2.4 GHz, 3.65 GHz, and 5-5.9 GHz UNII, 11 GHz, 18 GHz and all other ISM bands. Allowing the use or signing a subsequent lease that would allow use of these frequencies and bands will constitute a breach of this Agreement.

15. REGULATORY COMPLIANCE.

- 15.1. Landlord hereby certifies that the Structure is in full compliance with any and all applicable Federal Communications Commission ("FCC") antenna registration, Federal Aviation Administration ("FAA"), or painting and lighting or similar requirements. Landlord agrees to indemnify, hold harmless, and defend Tenant from and against any loss, damage, liability, or cost (including, but not limited to, any government imposed fines, forfeitures or similar assessments) resulting from Landlord's failure to adhere to the relevant FCC and/or FAA rules, regulations and implementing precedent regarding painting, lighting, fencing, registration or similar requirements for towers, poles, or other communications structures.

15.2. Landlord hereby certifies that it has completed all appropriate analysis and/or obtained necessary approvals for the Site with respect to any obligations for evaluation under any and all applicable environmental or historic preservation laws including, but not limited to, the National Environmental Policy Act ("NEPA"), the National Historic Preservation Act ("NHPA"), any state, local or municipal equivalents, and any implementing precedent, amendments, rules or regulations by any federal agency, state agency, local or municipal body, or court of competent jurisdiction now effective or hereinafter enacted or amended. Landlord agrees to indemnify, hold harmless, and defend Tenant from and against any loss, damage, or other liability (including, but not limited to, any court judgment, government imposed fines and/or forfeitures or similar assessments) resulting from Landlord's failure to adhere to the relevant law, rule, or regulation.

16. MISCELLANEOUS.

16.1. Ownership of Property - Landlord warrants that it is either the owner of the Property or trustee of the Property with due authority to enter into this Agreement. Anything less than this is a breach of contract and will be subject to the provisions and terms set forth herein.

16.2. Force Majeure - Neither party will be in default or otherwise liable for any delay in or failure of its performance under this Agreement where such delay or failure arises by reason related to or arising out of any occurrence outside of the reasonable control of the affected party, including without limitation any act of nature, war, terrorism, civil disorder, government regulation or order, or other circumstance beyond such party's control that makes it inadvisable, illegal or impossible to perform its obligations under this Agreement.

16.3. Confidentiality - The parties acknowledge and agree that, in connection with the performance of their obligations under this Agreement, each party may have access to or obtain Confidential Information of the other party. The term "Confidential Information" means the existence and terms and conditions of this Agreement, and all non-public information about the disclosing party's business or activities, which shall include all business, financial, technical, and other information of such party. Notwithstanding the foregoing, Confidential Information will not include information that: (i) is or becomes publicly known without breach of this Agreement; (ii) the receiving party lawfully receives from a third party without restriction on disclosure and without breach of a nondisclosure obligation; (iii) the receiving party rightfully knew prior to receiving such information from the disclosing party; or (iv) the receiving party develops independent of any information originating from the disclosing party. Neither party shall disclose (whether orally or in writing, or by press release or otherwise) to any third party any Confidential Information except: (a) to each party's respective officers, directors, employees, auditors and attorneys, in their capacity as such; (b) to the extent necessary to comply with the law or with the valid order of an administrative agency or court of competent jurisdiction; or (c) to enforce the parties' obligations hereunder.

- 16.4. Governing Law - This Agreement and the performance thereof shall be governed, interpreted, and regulated by the laws of the State of Colorado, without regard to its conflict of law provisions.
- 16.5. Attorneys' Fees - If a party files a lawsuit in a dispute arising out of this Agreement, the prevailing party shall be entitled to recover all costs and expenses incurred in connection with any such action, including reasonable attorneys' fees and court costs. In the event a party, without fault, is made a party to any judicial or administrative action or proceeding by reason of the conduct of the other party, the other party shall indemnify and hold the first party harmless from and against all loss, cost, liability and expense, including reasonable attorneys' fees, incurred in such action.
- 16.6. Waivers - Any waiver of any provision of, or right included in, this Agreement must be in writing and signed by the party whose rights are being waived. The failure of either party to enforce or seek enforcement of the terms of this Agreement following any default or breach shall not be construed as a waiver of such right.
- 16.7. Modifications - No change, amendment or modification of any provision of this Agreement shall be valid or binding on either party unless set forth in a written instrument signed by authorized representatives of both parties.
- 16.8. Severability - The invalidity under applicable law of any provision of this Agreement shall not affect the validity of any other provision of this Agreement; and, if any provision hereof is determined to be invalid or otherwise illegal, this Agreement shall remain effective and shall be construed in accordance with its terms as if the invalid or illegal provision were not contained herein.
- 16.9. Relationship. The parties act as independent contractors, and do not intend to create a joint venture, partnership or any agency relationship between themselves or their respective successors in interest.
- 16.10. Survivability - The provisions of this Agreement that, by their sense and context, are intended to survive performance by either or both parties shall also survive the completion, expiration, termination or cancellation of this Agreement.
- 16.11. Entire Agreement - This Agreement shall constitute the entire agreement between the parties and supersedes all prior oral or written communications or agreements of the parties with respect to the matters contained herein.
- 16.12. Counterparts - This Agreement may be executed in counterparts (including by facsimile or authenticated electronic transmission), each of which shall be deemed an original and all of which together shall constitute one and the same document.
- 16.13. Approval - All provisions and terms are subject to final approval of appropriate officers of Tenant. Once approved and signed the terms and provisions of this Agreement are to be held in full force and effect.

IN WITNESS WHEREOF, the parties hereto execute this Agreement as of the latest dated signature below and acknowledge that they have read, understand, and agree to uphold the terms and provisions above.

Tenant:

Skybeam, LLC dba Rise Broadband

Landlord:

Illinois Eastern Community Colleges/
Wabash Valley College

By: _____

Name: Nancy C. Hankins

Title: VP, Procurement and Contracts

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

Agenda Item #8K

Affiliation Agreements

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: October 17, 2017
RE: Affiliation Agreements

An Affiliation Agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into the following affiliation agreements:

Crawford Memorial Hospital - Emergency Response - FCC
Kid's Kingdom - Associate Degree Nursing - IECC
Cisne Rehabilitation Center - Associate Degree Nursing - IECC
Clay County Hospital - Phlebotomy - OCC
Crawford Memorial Hospital - Phlebotomy - OCC
Gibson General Hospital - Phlebotomy - OCC
Good Samaritan Hospital - Vincennes, IN - Phlebotomy - OCC
Lawrence County Hospital - Phlebotomy - OCC
SIHF Weber Medical Clinic - Phlebotomy - OCC
Carle Richland Memorial Hospital - Phlebotomy - OCC
Wabash General Hospital - Phlebotomy - OCC

I ask the Board's approval of these affiliation agreements.

TLB/rs

Attachments

AFFILIATION AGREEMENT
Between
ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529
FRONTIER COMMUNITY COLLEGE
and
CRAWFORD MEMORIAL HOSPITAL
for
EMERGENCY RESPONSE TRAINING

THIS AGREEMENT made and entered into this ____ day of September, 2017, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529: FRONTIER COMMUNITY COLLEGE (hereinafter referred to as DISTRICT), for its EMERGENCY RESPONSE TRAINING Programs (hereinafter referred to as PROGRAM) and CRAWFORD MEMORIAL HOSPITAL, Robinson, Illinois (hereinafter referred to as AGENCY). WITNESSETH THAT:

WHEREAS, the DISTRICT desires to make use of AGENCY's facilities for clinical laboratory practice by students of the PROGRAM, and

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

NOW, THEREFORE, for and in 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 PROGRAM for observation and participation by the students and faculty of the DISTRICT's 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 Program Director of the Emergency Preparedness & Industrial Quality Management Program on behalf of the DISTRICT and the EMS Medical Director 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. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the PROGRAM on behalf of the DISTRICT will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY's EMS Medical Director will retain full authority and make final decisions for procedures assigned to PROGRAM students;
4. The care of the patient will at all times remain the full responsibility of the AGENCY;
5. DISTRICT will be responsible for the administration of the program, including admissions, academic guidance, and registration of students; supervision of program students; supervising program faculty; curriculum quality; and ensuring that the program stays in compliance with State and National accrediting agency guidelines;
6. The DISTRICT will maintain on file, copies of the following student information, that shall be made available to the AGENCY upon request: valid Illinois driver's license, current CPR certification, current Illinois EMT-B licensure (applicable to Paramedic students), background screen results, drug screen results, immunization record, health examination record, proof of health coverage, proof of seasonal flu vaccination administered since August of the current academic year, and documentation by the DISTRICT instructor confirming that the student has completed and passed specific, required competencies prior to AGENCY clinical rotation.

7. Persons enrolled and provided instruction at AGENCY shall be DISTRICT students and shall be entitled to all benefits and privileges and subject to all obligations contained in DISTRICT catalog, which is included by reference and made a part of this contract;
The COLLEGE ensures validity and maintains the following medical documentation regarding students to be completed before clinical placement and shall provide Crawford Memorial Hospital with the following information upon request:
 - 1) 2-Step TB test / or clear chest X-Ray
 - 2) Documentation of the following immunization records:
 - a. 2MMR vaccines administered at least 28 days apart, or documentation of positive Rubella IgG, Rubeola IgG and Mumps IgG blood tests
 - b. 2 Varicella vaccines at least 1 month apart, or documentation of positive Varicella IgG blood test
 - 3) Influenza vaccine or decline (Oct - March)
 - 4) Physical exam documentation
 - 5) Negative drug screen
 - 6) Clear Criminal Background Check
8. The DISTRICT shall coordinate with the AGENCY to identify the exact number of students to be enrolled in the PROGRAM. Admission is subject to all obligations contained in the DISTRICT's and AGENCY's admission policies and procedures, which is included by reference and made part of this contract;
9. DISTRICT faculty will:
 - a. be responsible for guiding students and teaching the PROGRAM;
 - b. work with the staff of the AGENCY in coordination of the clinical laboratory objectives to be completed at the AGENCY;
 - c. coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
 - d. review and evaluate, in cooperation with the Agency, the student's progress in the clinical setting;
10. The AGENCY's EMS Medical Director will coordinate with the DISTRICT and the AGENCY's preceptor to ensure that specific assignment of learning experiences to specific students is consistent with PROGRAM outcomes/objectives. Assigned experiences will be selected for the educational benefit of the student. The District will provide the AGENCY a written set of clinical outcomes/objectives and evaluation forms to be completed by the AGENCY appointed Clinical Supervisor;
11. Students will not be assigned experiences in a manner that would permit them to replace a regular employee;
12. Supervision of the health of all students making use of any of the AGENCY's facilities, as contemplated herein; will be the responsibility of the DISTRICT, and will comply with the policies of the AGENCY;
13. PROGRAM 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;
14. Students are responsible for seeking health care if the need arises. Students are required to carry their own health coverage and are required to pay their own health care fees; Crawford Memorial Hospital will provide emergency care to students, at the student's expense, for illnesses and accidents, occurring while the student is in training at the Facility.
15. This agreement forbids discrimination against any student on race, color, national origin, age, disability, sex, religion, ancestry, marital status, physical or mental handicap, sexual orientation, gender identity, military status, unfavorable discharge from military, source of payment for care, or as otherwise required by local, state and federal law.
16. Prior to the use of any AGENCY facilities, under the contemplated program, the DISTRICT 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;

17. The faculty and students of the DISTRICT participating in the laboratory clinical experiences will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT PROGRAM faculty may be included in demonstrations of new equipment and techniques;
18. The DISTRICT will provide a PROGRAM orientation for the AGENCY staff;
19. PROGRAM students and faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records. The DISTRICT shall ensure that all students will receive training on the rules of HIPAA prior to the students entering the clinical setting. The DISTRICT shall further ensure that the students will present proof of such training upon request of the Agency;
20. 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. PROGRAM Faculty and students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY (See attached Certificate of Insurance);
21. AGENCY will not request monetary reimbursement from PROGRAM students and faculty assigned to, or making use of any clinical facilities of the AGENCY under the contemplated program;
22. To the extent permitted by applicable law and without waiving any defenses, DISTRICT shall indemnify and hold harmless AGENCY and its officers, medical and nursing staff, representatives and employees from and against all liabilities, claims, damages and expenses, including reasonable attorneys' fees, relating to or arising out of any act or omission of the DISTRICT or any of its faculty, PROGRAM participants, agents, representatives and employees under this Agreement, including, but not limited to, claims for personal injury, professional liability, or with respect to the failure to make proper payment of required taxes, withholding, employee benefits or statutory or other entitlements. AGENCY shall indemnify DISTRICT against liabilities, claims, damages and expenses, including reasonable attorneys' fees, incurred by DISTRICT in defending or compromising actions brought against DISTRICT arising out of or related to the AGENCY'S performance of duties hereunder.
23. DISTRICT liability shall be limited to the amount of insurance coverage required by this agreement, namely one million dollars; The District agrees to provide general liability coverage in minimum amounts of one million dollars (\$1, 000,000.00) per occurrence, three million dollars (\$3,000,000.00) aggregate for its faculty, employees and instructors during their participation in the program. The District also agrees to maintain medical malpractice insurance on each affiliating student in the same amounts as listed above. University agrees to provide certificate of insurance to the Clinical Facility to document such coverage. (see attached ins. policy)
24. An annual review may be requested by either party by June 1 of each calendar year. A formal review shall be made every three years. Either party hereto may terminate this agreement provided all currently enrolled students have adequate time to complete PROGRAM requirements. Upon request for termination by either party, no new students shall be assigned to the AGENCY;
25. This Agreement supersedes all previous contracts or agreements between the parties with respect to the subject matter hereof and constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by duly authorized officials of the DISTRICT and AGENCY this 21th day of June, 2016.

CRAWFORD MEMORIAL HOSPITAL

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529, FRONTIER
COMMUNITY COLLEGE

CEO CRAWFORD MEMORIAL HOSPITAL

Chairman, IECC Board of Trustees

Director of Nursing

CEO, Illinois Eastern Community Colleges

President, Frontier Community College

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

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this 3rd day of October, 2017

by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529,
FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL
COLLEGE and WABASH VALLEY COLLEGE, for its Associate Degree Nursing Program
(hereinafter referred to as DISTRICT #529) and

Kid's Kingdom Preschool
(Agency)

Oblong, IL 62449
(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 the DISTRICT, and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529, OLNEY CENTRAL COLLEGE

_____ COLLEGE

Vice President or
Director of Nursing Services

Department Head of Nursing, ADN

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

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.

Revised: 08/02/89; 8/25/92
08/17/94; 10/05/94;
12/12/94; 10/2000; 7/04; 5/16
Reviewed: 04/28/97; 10/08

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

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this 18 day of August, 2017

by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529,
FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL
COLLEGE and WABASH VALLEY COLLEGE, for its Associate Degree Nursing Program
(hereinafter referred to as DISTRICT #529) and

Cisne Rehabilitation & Health Care Center
(Agency)

Cisne, IL _____ 62823
(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 the DISTRICT, and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529, OLNEY CENTRAL COLLEGE

_____ COLLEGE

Vice President or
Director of Nursing Services

Department Head of Nursing, ADN

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

AFFILIATION AGREEMENT

BETWEEN

ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND

Clay County Hospital
911 Stacy Burk Drive
Flora, IL 62839

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

WITNESSETH THAT:

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

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

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

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

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

3. DISTRICT #529 faculty will:

- be responsible for the teaching the didactic portion of the Phlebotomy Program;
- work with the staff of the Agency in coordination of the clinical laboratory objectives to be completed at the Agency;
- coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
- review and evaluate, in cooperation with the Agency, the student's progress within the clinical setting.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the Phlebotomy Program on behalf of DISTRICT #529 will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY

appointed Clinical Supervisor will retain full and final decisions for procedures assigned to phlebotomy students.

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

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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

Adopted 6-2005

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND
Crawford Memorial Hospital
1000 North Allen Street
Robinson, IL 62454

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

WITNESSETH THAT:

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

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

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

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

of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND
Gibson General Hospital, Inc.
1808 Sherman Drive
Princeton, IN 47670-1043

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

WITNESSETH THAT:

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

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

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

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

#529, and will comply with the policies of the health AGENCY.

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

AFFILIATION AGREEMENT

BETWEEN

ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND

Good Samaritan Hospital
520 S 7th St
Vincennes Indiana 47591

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

WITNESSETH THAT:

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

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

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

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

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

3. DISTRICT #529 faculty will:

- be responsible for the teaching the didactic portion of the Phlebotomy Program;
- work with the staff of the Agency in coordination of the clinical laboratory objectives to be completed at the Agency;
- coordinate the student clinical assignment with the Agency appointed Clinical Supervisor; and
- review and evaluate, in cooperation with the Agency, the student's progress within the clinical setting.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the Phlebotomy Program on behalf of DISTRICT #529 will be responsible for maintaining proper standards of care and safeguard of patients assigned to students. The AGENCY appointed Clinical Supervisor will retain full and final decisions for procedures assigned to phlebotomy students.

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

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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

Adopted 6-2005

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND
Lawrence County Hospital
2200 W State Street
Lawrenceville, IL 62439-1899

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

WITNESSETH THAT:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND
SIHF Weber Medical Clinic
1200 East Street
Olney, IL 62450-2432

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

WITNESSETH THAT:

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

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

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

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

of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

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

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

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

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

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

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

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

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

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

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

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

AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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.

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AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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Adopted 6-2005

AFFILIATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES,
District # 529
Olney Central College Phlebotomy Program
AND
Wabash General Hospital
1418 College
Mt. Carmel, IL 62863

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

WITNESSETH THAT:

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

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2. The arrangements for use of said facilities of the AGENCY will be made by the Associate Dean and/or Faculty of the Program on behalf of DISTRICT #529 and the Administrator, and the Director of Laboratory Service on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.
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 - 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.
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7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

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

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

AGENCY

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529,
OLNEY CENTRAL COLLEGE

Director of Medical Laboratory Services

Phlebotomy Instructor

Associate Dean of Nursing & Allied Health

Administrator, Hospital or Agency

President, Olney Central College

Chairman, IECC Board of Trustees

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Adopted 6-2005

Agenda Item #9

Bid Committee Report

None

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
September 30, 2017**

FUND	BALANCE
Educational	\$6,120,133.29
Operations & Maintenance	\$833,162.00
Operations & Maintenance (Restricted)	\$1,201,547.24
Bond & Interest	\$1,216,659.01
Auxiliary	\$102,244.25
Restricted Purposes	\$54,200.39
Working Cash	\$204,098.17
Trust & Agency	\$465,612.55
Audit	(\$20,612.48)
Liability, Protection & Settlement	\$286,748.10
TOTAL ALL FUNDS	\$10,463,792.52

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
September 30, 2017

	ALL FUNDS
	Fiscal Year 2018
ASSETS:	
CASH	10,463,793
IMPREST FUND	21,300
CHECK CLEARING	12,500
INVESTMENTS	18,590,000
RECEIVABLES	4,724,584
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	507,898
OTHER ASSETS	456,087
FIXED ASSETS (NET OF DEPR)	17,349,514
TOTAL ASSETS AND OTHER DEBITS:	52,125,676
 LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	213,563
ACCOUNTS PAYABLE	91,829
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	98,113
L-T DEBT GROUP (FUND 9)	9,391,550
OTHER LIABILITIES	-
TOTAL LIABILITIES:	9,795,055
 EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	25,874,226
PR YR BDGTED CHANGE TO FUND BALANCE	194,106
 FUND BALANCES:	
FUND BALANCE	5,824,735
RESERVE FOR ENCUMBRANCES	10,437,554
TOTAL EQUITY AND OTHER CREDITS	42,330,621
 TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	 52,125,676

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF September 30, 2017

ALL FUNDS

FY 2018
 YEAR-TO-DATE

REVENUES:

LOCAL GOVT SOURCES	2,563,745
STATE GOVT SOURCES	3,164,454
STUDENT TUITION & FEES	6,720,440
SALES & SERVICE FEES	1,342,092
FACILITIES REVENUE	3,135
INVESTMENT REVENUE	19,810
OTHER REVENUES	88,649
TOTAL REVENUES:	13,902,325

EXPENDITURES:

INSTRUCTION	1,846,634
ACADEMIC SUPPORT	112,301
STUDENT SERVICES	334,098
PUBLIC SERV/CONT ED	0
OPER & MAINT PLANT	704,652
INSTITUTIONAL SUPPORT	1,795,859
SCH/STUDENT GRNT/WAIVERS	2,341,763
AUXILIARY SERVICES	1,591,642
TOTAL EXPENDITURES:	8,726,949

TRANSFERS AMONG FUNDS:

INTERFUND TRANSFERS	0
TOTAL TRANSFERS AMONG FUNDS:	0

NET INCREASE/DECREASE IN NET ASSETS	5,175,376
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Illinois Eastern Community Colleges
Operating Fund Analysis
CASH BASIS

July 1, 2017 -- September 30, 2017

	Education Fund	O & M Fund	Total Operating Funds
REVENUES:			
Local Government Sources	1,034,705	443,444	1,478,149
State Government Sources - Current Year	3,164,454	-	3,164,454
State Government Sources - Prior Year	3,227,904	-	3,227,904
Net Tuition and Fees	1,178,185	703,695	1,881,880
Sales & Service Fees	13,093	60	13,153
Facilities Revenue	-	2,670	2,670
Investment Revenue	12,724	3,616	16,340
Other Revenues	9,043	-	9,043
TOTAL REVENUES:	<u>8,640,108</u>	<u>1,153,485</u>	<u>9,793,593</u>
 EXPENDITURES:			
Salaries	2,494,347	173,420	2,667,767
Employee Benefits	503,849	41,585	545,434
Contractual Services	75,486	130,968	206,454
Materials	440,122	54,927	495,049
Travel & Staff Development	20,172	454	20,626
Fixed Charges	98,336	5,662	103,998
Utilities	16,846	278,897	295,743
Capital Outlay	7,998	2,998	10,996
Other	26,084	-	26,084
TOTAL EXPENDITURES:	<u>3,683,240</u>	<u>688,911</u>	<u>4,372,151</u>
 TRANSFERS :			
Interfund Transfers	(1,058,964)	-	(1,058,964)
TOTAL TRANSFERS:	<u>(1,058,964)</u>	<u>-</u>	<u>(1,058,964)</u>
 NET INCREASE / (DECREASE)	 <u>3,897,904</u>	 <u>464,574</u>	 <u>4,362,478</u>

**OPERATING FUNDS
COMPARISON REPORT FY16-18**

College	Category	FISCAL YEAR 2016			FISCAL YEAR 2017			FISCAL YEAR 2018			
		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		\$ 500,410			\$ 560,384			\$ 521,682		
	Payroll		449,093			420,629			416,853		
	Totals	\$ 4,230,407	949,503	22%	\$ 4,089,274	981,013	24%	\$ 4,188,484	938,535	22%	25%
Lincoln Trail	Bills		551,684			610,832			700,347		
	Payroll		416,724			380,327			396,238		
	Totals	\$ 4,505,520	968,408	21%	\$ 4,198,705	991,159	24%	\$ 4,300,570	1,096,585	25%	25%
Olney Central	Bills		743,563			633,918			668,639		
	Payroll		813,347			734,146			741,708		
	Totals	\$ 7,696,886	1,556,910	20%	\$ 7,158,163	1,368,064	19%	\$ 7,331,827	1,410,347	19%	25%
Wabash Valley	Bills		914,459			933,590			793,709		
	Payroll		573,663			538,850			502,338		
	Totals	\$ 6,176,922	1,488,122	24%	\$ 6,124,837	1,472,440	24%	\$ 6,273,432	1,296,047	21%	25%
Workforce Educ.	Bills		859,544			857,306			735,567		
	Payroll		278,704			228,685			216,519		
	Totals	\$ 5,467,706	1,138,248	21%	\$ 5,106,047	1,085,991	21%	\$ 5,229,925	952,086	18%	25%
District Office	Bills		70,448			70,285			68,547		
	Payroll		233,752			233,546			223,924		
	Totals	\$ 1,351,446	304,200	23%	\$ 1,349,414	303,831	23%	\$ 1,382,152	292,471	21%	25%
District Wide	Bills		480,820			405,498			557,656		
	Payroll		214,474			167,457			170,187		
	Totals	\$ 2,771,726	695,294	25%	\$ 2,339,438	572,955	24%	\$ 2,644,135	727,843	28%	25%
GRAND TOTALS		\$32,200,613	\$ 7,100,685	22%	\$30,365,878	\$ 6,775,453	22%	\$31,350,524	\$6,713,914	21%	25%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
September 30, 2017

	<u>FY 2018</u>		<u>FY 2017</u>		<u>Increase</u>
	<u>Amount</u>	<u>% of Total</u>	<u>Amount</u>	<u>% of Total</u>	<u>(Decrease)</u>
Salaries	2,667,767	39.73%	2,703,640	39.90%	(35,873)
Employee Benefits	545,434	8.12%	486,970	7.19%	58,464
Contractual Services	206,454	3.08%	235,687	3.48%	(29,233)
Materials	495,049	7.37%	227,878	3.36%	267,171
Travel & Staff Development	20,626	0.31%	28,468	0.42%	(7,842)
Fixed Charges	103,998	1.55%	89,073	1.31%	14,925
Utilities	295,743	4.40%	288,144	4.25%	7,599
Capital Outlay	10,996	0.16%	39,900	0.59%	(28,904)
Other	2,367,847	35.27%	2,675,693	39.49%	(307,846)
	<u>6,713,914</u>	<u>100.00%</u>	<u>6,775,453</u>	<u>100.00%</u>	<u>(61,539)</u>

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

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								
Student Center - WVC	CDB	\$4,029,400	████████							
Temp Building Replacement - LTC	CDB	\$1,495,500	████████							
Center for Technology - LTC	CDB	\$7,569,800	████████							
GRAND TOTAL		\$13,094,700	Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

9/30/2017