

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

IECC Board of Trustees Meeting (rescheduled date)

Tuesday, February 27, 2024



Location:

**Frontier Community College, Bob Boyles Hall
2 Frontier Drive
Fairfield, IL 62837**

**Dinner – 5:30 p.m.
Meeting – 6:15 p.m.**

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**

**Tuesday, February 27, 2024
6:15 p.m.**

**Frontier Community College, Bob Boyles Hall
2 Frontier Drive
Fairfield, IL 62837**

- | | |
|---------------------------------------|------------------|
| 1. Call to Order & Roll Call | Chairman Carter |
| 2. Welcome from the Chair | Chairman Carter |
| 3. Recognition of Visitors and Guests | President Edgren |
| 3.A. Visitors and Guests | |
| 3.B. IECEA Representative | |
| 4. Public Comments | |
| 5. Reports | |
| 5.A. Trustees | |
| 5.B. Chancellor | |
| 5.C. Presidents | |
| 5.D. Division Report | |
| 6. Approval of Consent Agenda | Chancellor Gower |
| 6.A. Disposition of Minutes | 6 |

6.B.	Policy 500.18 Transfer Degree Educational Guarantee	10
6.C.	Policy 500.19 Technical Degree/Certificate Educational Guarantee	12
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6.G.i.	Master's Hands Inc. NFP	
6.G.ii.	Renewal Rehab LLC	
6.G.iii.	Trilogy Rehab Services LLC dba Synchrony Rehab	
6.G.iv.	Edwards County Farm Bureau	
6.G.v.	Empower Me	
7.	Action on Items Removed from Consent Agenda	Chancellor Gower
8.	Policy First Reading (and Possible Approval) None.	Chancellor Gower
9.	Policy Second Reading None.	Chancellor Gower

10. Staff Recommendations for Approval		
10.A. ICISP Program Fee	Mr. Hawkins	34
10.B. Policy 300.15 Revolving Fund	Chancellor Gower	35
10.C. Sale of Real or Personal Property	Chancellor Gower	37
10.D. FY25 Tuition and Fee Rates	Chancellor Gower	38
11. Bid Committee Report	Chancellor Gower	39
11.A. WVC Two (2) New 15-Passenger Vans		
11.B. FCC/LTC/OCC/WVC Synchronous Learning Classrooms		
12. District Finance	Mr. Hawkins	59
12.A. Financial Report		
12.B. Approval of Financial Obligations		
13. Executive Session	Chancellor Gower	
14. Approval of Executive Session Minutes	Chancellor Gower	
15. Approval of Personnel Report	Ms. McDowell	68
16. Collective Bargaining	Chancellor Gower	
17. Litigation	Chancellor Gower	
18. Other Items		

19. Adjournment

1. Call to Order & Roll Call – Chancellor Ryan Gower called the meeting to order at 6:15 p.m. and directed the Board Secretary Sonja Wease to call the roll.

Guadalupe Amicone (Student Advisory): Present
Susan Batchelor: Present
John Brooks: Present
Roger Browning: Present (via Zoom, non-voting)
Gary Carter: Present (via Zoom, non-voting)
Brenda Culver: Present (via Zoom)
Jan Ridgely: Present
Barbara Shimer: Present
Present: 5, Absent: 2.

Also present at the meeting, in addition to trustees:

Ryan Gower, Chancellor
Tona Ambrose, President of Lincoln Trail College/Vice Chancellor Institutional Outreach
Chris Simpson, President of Olney Central College/Vice Chancellor Business Operations
Matt Fowler, President of Wabash Valley College/Vice Chancellor Student Affairs
Alex Cline, Director of Information & Communications Technology
Ryan Hawkins, Chief Financial Officer/Treasurer
Andrea McDowell, Director of Human Resources
Sonja Wease, Board Secretary

2. Welcome from the Chair – Chancellor Gower welcomed all who were present for the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Robert Conn, Kristy Markman, and Lyndon Huey were present.

3.B. IECEA Representative - None

4. Public Comments - None

5. Reports

5.A. Trustees - None

5.B. Chancellor – None

5.C. Presidents – Reports were presented by the Presidents.

5.D. Decennial Committee – The purpose of the committee is to foster communication amongst all stakeholders in the district. Chancellor Gower opened the floor for questions.

There was discussion regarding IECC's operating revenue and plans to sustain future operations.

6. Approval of Consent Agenda

Motion to approve the consent agenda as presented with the removal of 6C Behavioral Health Services Agreement with the Lawrence County Health Department. This motion, made by Barbara Shimer and seconded by Jan Ridgely, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on December 12, 2023 were presented for approval.

6.B. Policy 500.12 Student Mental Health Needs – Minor revisions to the policy to address the gaps in mental health services on college campuses through training, peer support, and community-campus partnerships.

6.C. Behavioral Health Services Agreement Lawrence Co. Health Department/IECC – removed from consent agenda (see Item #7)

6.D. Affiliation Agreements – Chancellor Gower recommended approval of an affiliation agreement with Stone Bridge Memory Care

7. Action on Items Removed from Consent Agenda

Motion to approve Item 6C Behavioral Health Services Agreement with Lawrence Co. Health Department. This is a nonbinding linkage agreement that connects IECC students to a provider for potential services should they be warranted for the student. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Gary Carter: Absent, Brenda Culver: Abstain (With Conflict), Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 4, Nay: 0, Absent: 2, Abstain (With Conflict): 1

8. Policy First Reading (and Possible Approval) - None

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. CDB Project 810-044-015 Trust Agreement

Motion to modify the existing Trust Agreement with the State of Illinois to complete an electrical services upgrade at Wabash Valley College. This motion, made by John Brooks and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

10.B. Sale of Real or Personal Property

Motion to authorize the sale of five acres owned by IECC in Crawford County, located on Route 1, formerly the location of the Lincoln Trail College "South Campus" (Harry L. Crisp Building). This motion, made by Barbara Shimer and seconded by Susan Batchelor, Carried. Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

10.C. Easement at Lincoln Trail College for Ameren Illinois – As part of the construction of the new athletic conditioning facility at Lincoln Trail College, a new transformer is required to be placed near the site of the facility. In order to place the transformer and install the conduit necessary for the system, an easement has been prepared by Ameren Illinois.

Motion to approve the easement for the new athletic facility at Lincoln Trail College. This motion, made by Guadalupe Amicone and seconded by Brenda Culver, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

11. Bid Committee Report - None

12. District Finance

Motion to approve payment of district financial obligations for January 2024 in the total amount of \$1,751,462.59. This motion, made by Jan Ridgely and seconded by John Brooks, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

13. Executive Session

Motion to adjourn at 7:26 p.m. to go into Executive Session under Open Meetings Act Exceptions 2(c)(1) Employment Related Issues. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

Motion to adjourn Executive Session at 8:02 p.m. and return to regular and open session. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried. Separate minutes were prepared for the executive session.

14. Approval of Executive Session Minutes - None

15. Approval of Personnel Report

400.1 Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Lyndon Huey, Director of Business, WVC effective January 22, 2024

B. Classified, Non-Exempt

1. Shani Quarton, Adult Education Office Assistant, FCC effective January 22, 2024

400.2 Change in Status

A. Administrative

1. Alex Cline, Title Change from Director of Information Technology to Chief Information Officer, DO, effective January 22, 2024
2. Andrea McDowell, Title Change from Director of Human Resources to Executive Director of Human Resources, DO, effective January 22, 2024
3. Amy Tarr, Director of Instructional Service, OCC to Associate Dean of Instruction, OCC effective July 1, 2024.

B. Professional, Non-Faculty, Exempt

1. Collin Maynard, Interim Head Baseball Coach, LTC to Full-time Head Baseball Coach, LTC effective January 22, 2024.
2. Julie Auteberry, TRIO Upward Bound Coordinator, WVC to TRIO Upward Bound Coordinator, OCC effective January 22, 2024.

400.3 Resignation Ratification

1. Karissa Perry, Student Services Specialist, WVC effective January 16, 2024.

400.4 Retirement Ratification

1. Clay Atkins, Maintenance Worker/O&M Team Leader, OCC effective January 19, 2024.

Motion to approve the foregoing Personnel Report as presented. This motion, made by Jan Ridgely and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

16. Collective Bargaining - None

17. Litigation - None

18. Other Items - None

19. Adjournment

Motion to adjourn at 8:10 p.m. This motion, made by Guadalupe Amicone and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Gary Carter: Absent, Student Advisory: Yea, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea
Yea: 5, Nay: 0, Absent: 2

Approved: Chairman: _____

Secretary: _____

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 20, 2024
RE: Transfer Degree Educational Guarantee, Policy 500.18

This policy, based on its last revision date, was targeted for review via the policy and procedure monitoring process formalized last year. Upon review, the policy remains accurate, but determined to be more suitable as an 800 Instruction policy.

The proposed revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.18 (800.10) as presented.

RG/llb

Attachment

Transfer Degree Educational Guarantee (500-18 800.10)

Date Adopted: April 19, 1994

Revised: October 20, 2009

Revised: December 13, 2016

Revised: TBD (Pending Board Approval)

Illinois Eastern Community Colleges, hereinafter referred to as "IECC," as an expression of confidence in the faculty and staff and as a commitment to its students, shall guarantee to the public the educational effectiveness of its transfer programs of instruction.

IECC shall guarantee the transferability of pre-baccalaureate/university-parallel credit courses to public senior Illinois colleges and universities for each student who completes the Associate in Arts degree, Associate in Science degree, or Associate in Science and Arts degree. If such Illinois Community College Board-approved courses and credits do not fully transfer for lower division level (freshmen/sophomore) credit, IECC shall refund to the degree completion student the tuition actually paid by the student for the non-transferring credits or, at the student's option, offer additional IECC coursework at no cost to the student, subject to the following criteria:

1. The application for a refund or additional coursework must be submitted within one (1) calendar year of graduation with an Associate in Arts degree, Associate in Science degree, or an Associate in Science and Arts degree from IECC;
2. The course must have been completed with a grade of "C" or better;
3. The tuition refund will be based upon the tuition actually paid by the student at the time of enrollment;
4. The student must have met with an authorized IECC advisor, declared a major, identified the public Illinois transfer college or university prior to taking courses, and taken only those IECC courses approved in writing by the IECC advisor. Unapproved courses and courses taken for personal interest are not guaranteed;
5. The student must have transferred to the declared college or university in the State of Illinois within one (1) year of having graduated from IECC with an Associate in Arts, an Associate in Science, or an Associate in Science and Arts degree; and,
6. The student must submit a claim within sixty (60) days of being notified by the transfer institution that a course had been refused for credit stating **reasons** for the refusal offered by the institution, and include the **name, position, address, and telephone** number of the person notifying the student of the refusal, and include copies of all correspondence or documentation provided by the transfer institution.

The college IECC will first attempt to resolve the issue with the transfer institution. If favorable resolution is not achieved within ninety (90) days, the reimbursement of tuition or additional IECC coursework will be authorized. Furthermore, the sole recourse available to participants enrolled pursuant to this guarantee shall be limited to an amount equal to the course tuition at the time of enrollment or enrollment in coursework equal in credit hours to unacceptable credit hour courses, not to exceed a total of fifteen (15) credit hours, with no recourse for damages, court costs, or any associated costs of any kind or right to appeal beyond those specified by Illinois Eastern Community Colleges. This guarantee is given in lieu of any other guarantee expressed or implied.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 20, 2024
RE: Technical Degree/Certificate Educational Guarantee, Policy 500.19

This policy, based on its last revision date, was targeted for review via the policy and procedure monitoring process formalized last year. Upon review, the policy remains accurate, but determined to be more suitable as an 800 Instruction policy.

The proposed revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.19 (800.11) as presented.

RG/llb

Attachment

Technical Degree/Certificate Educational Guarantee (500.19 800.11)

Date Adopted: April 19, 1994

Revised: April 17, 2007

Revised: June 20, 2017

Revised: TBD (Pending Board Approval)

Illinois Eastern Community Colleges, hereinafter referred to as "IECC," as an expression of confidence in the faculty and staff and as a commitment to its students, shall guarantee to the public the educational effectiveness of its technical programs of instruction.

IECC shall guarantee that students graduating with an Associate in Applied Science Degree or Certificate, or upon completion of all program requirements of an occupational program, be guaranteed competency in the technical skills represented in the degree program. Should the student be unable to demonstrate the basic skills expected to his/her employer, the student will be offered additional IECC training, not to exceed fifteen (15) credit hours, subject to the following criteria:

1. The application for additional training at no cost to the student must be submitted within one (1) calendar year of graduation or completion of program requirements for an Associate in Applied Science Degree or Certificate from IECC;
2. The course must have been completed with a grade of "C" or better and the student must have graduated or completed all program requirements within three (3) years of initial program enrollment at IECC;
3. The student must be employed full-time in a job directly related to his/her program of study within one (1) year of graduation or completion of all program requirements from the approved program at IECC;
4. The employer must verify in writing within ninety (90) days of the graduate's initial employment that the graduate lacks competency in specific technical skills, as represented in the degree program;
5. Specific competencies must be identified and verified by the employer in written documentation submitted to IECC;
6. The retraining shall be limited to courses regularly offered by IECC and completed within one (1) calendar year;
7. A written retraining plan must be developed by the employer, the graduate, and the appropriate IECC Dean specifying the courses needed and all other costs that might be associated with taking the course;
8. The Board of Trustees will waive tuition, lab, activity, maintenance, and facilities fees for those courses identified in the retraining plan, but the student shall be responsible for all other costs that might be associated with taking the course(s); and,
9. In the case of licensure, the student must attempt to pass the licensure exam at least two (2) times within fourteen (14) months of graduation and submit documentation from the licensing entity of the unsuccessful attempts at passing the licensure exam. This guarantee entitles the student to a maximum of fifteen (15) semester credit hours of IECC instruction regardless of the number of times the test is taken or failed. However, no guarantee is made that the student will meet other educational licensure requirements.

Furthermore, the sole recourse available to participants enrolled pursuant to this guarantee shall be limited to fifteen (15) credit hours of additional IECC training, with no recourse for damages, court costs, or any associated costs of any kind or right to appeal beyond those specified by Illinois Eastern Community Colleges. This guarantee is given in lieu of any other guarantee expressed or implied.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 20, 2024
RE: Tuition Waiver, Policy 500.14

This policy was updated to better document IECC's allowable tuition waivers. Revisions do not reflect any new waivers, but rather centralizes the information.

The proposed revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.14 as presented.

RG/rh

Attachment

Tuition Waivers Policy (500.14)

Date Adopted: November 17, 1998
Revised: July 19, 2005
Revised: May 15, 2007
Revised: April 21, 2009
Revised November 17, 2009
Revised November 16, 2010
Revised: April 17, 2012
Revised: November 19, 2013

Revised: March 17, 2015
Revised: February 16, 2016
Revised: April 19, 2016
Revised: March 20, 2018
Revised: June 15, 2021
Revised: TBD (Pending Board Approval)

Illinois Eastern Community Colleges shall award waivers in compliance with mandated statutes and on a discretionary basis. Discretionary tuition waivers may be granted at the recommendation of the President of the college with approval of the ~~Chief Executive Officer~~ Chancellor or his designee.

A. Senior Citizens

Tuition ~~is shall be~~ waived for residents of the District 529 who are 60 years or older. Non-credit course fees are not waived.

B. IECC Employees

1. Full-time

~~It shall be the policy of the Board of Trustees that~~ Tuition shall be waived for all full-time employees (current or SURS qualified retirees) ~~of the District and members of~~ their immediate family members. ~~Members of the immediate family shall be defined as the spouse and children of full-time employees. To be eligible for the tuition waiver children must be under 24 years of age. However, a spouse or dependent who has been convicted of criminal conduct that would threaten staff or student health, welfare, or safety; or who was discharged for cause from district employment, shall not be entitled to a tuition waiver. Any full-time employee taking a course that is considered professional development for the area in which they work at IECC shall have all fees waived in addition to the tuition waiver.~~

In the event of a full-time employee's death during his/her active employment with IECC, his/her children will be ~~given eligible for~~ a waiver ~~of in-district tuition to be used during his/her college career~~ up to age 24. A spouse of a deceased full-time employee ~~must use there is~~ eligible for the tuition waiver within 6 years of the date of the death of the full-time employee.

C. 2. Part-time Non-faculty Hourly Employees

~~It shall be the policy of the Board of Trustees that~~ Tuition for a semester shall be waived for all part-time hourly employees ~~of the District and members of~~ their immediate family members ~~when: who are the part-time employee is working 10 hours or more per week in the same semester in which the waiver is sought. Members of the immediate family shall be defined as spouse and children of the part-time employee. To be eligible for the tuition waiver children must be under 24 years of age. Any part-time non-faculty employee taking a course that is considered professional development for the area in which they work at IECC shall have all fees waived in addition to the tuition waiver. This tuition waiver does not apply to student workers (work-study or non-work-study), unless they are a dependent of an employee.~~

D. 3. Part-time Faculty

~~It shall be the policy of the Board of Trustees that~~ Tuition for a semester shall be waived for all part-time faculty ~~of the District and members of~~ their immediate family members ~~when: who are the part-time faculty is teaching 3 credit hours or more in the same semester in which the waiver is sought. Members of the immediate family shall be defined as the spouse and children of the part-time employee. To be eligible for the tuition waiver children must be under 24 years of age. Any part-time faculty taking a course that is considered professional development for the area in which they work at IECC shall have all fees waived in addition to the tuition waiver.~~

Clarifications regarding all IECC employees:

- **Members of their** An employee's *immediate family members* is defined as spouse and children under 24 years of age. IECC reserves the right to deny a tuition waiver for immediate family members.
- Employees discharged for cause ~~from district employment~~, shall not be entitled to a tuition waiver, **effective upon separation**.
- In addition to the tuition waiver, all fees will be waived for courses that have been approved as pertinent to an employee's professional development; **all such waivers are subject to approval by the employee's direct supervisor**.

C. Specified Counties

These waivers have been established for counties located in close proximity to District 529, allowing for a reduction as compared to the Out-of-District/Out-of-State tuition rates that would be assessed based on geography.

1. Special Out-of-District Students

Students residing in these Illinois counties, but outside of District 529, are eligible for the Special-Out-of-District tuition waiver.

- Clark • Clay • Cumberland • Hamilton • Jasper • Wayne • White

2. Indiana Students in Designated Counties

Students residing in these Indiana counties are eligible for the **Indiana Students in Designated Counties** tuition waiver.

- Clay • Davies • Dubois • Gibson • Greene
- Knox • Martin • Owen • Parke • Pike
- Posey • Putnam • Spenser • Sullivan • Vanderburgh
- Vermillion • Vigo • Warrick

D. Veterans

Pursuant to the Public Community College Act (110 ILCS 805/6-4a), the In-District tuition rate will be assessed for any eligible veteran (and/or their eligible dependents) when they are utilizing benefits under the federal All-Volunteer Force Educational Assistance Program or the federal Post-9/11 Veterans Education Assistance Act of 2008 or any subsequent variations of that Act.

E. In-District Employer

The In-District tuition rate will be assessed for students who live outside of the district, or are not residents of Illinois when:

- They are employed at least 35 hours or more by an entity within the district; or
- They are enrolled in a course that is being provided under terms of a contract for services between the employing entity and the college.

F. DCFS

The In-District tuition rate will be assessed for students who are currently under the legal guardianship of the Illinois Department of Children and Family Services or who have been recently emancipated from the Department and meet Illinois residency requirements.

G. CAREER Agreement

Students living outside District 529 may be eligible for the In-District tuition rate if a particular career and technical program is not offered in the student's home district. Students seeking this waiver must request permission from their home district to be eligible for this lower rate.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 20, 2024
RE: Student Military Policy (500.21)

This policy was revised to ensure new federal regulations are addressed concerning provisions when students are called for service. Additionally, revisions were made to remove content that has been relocated to the appropriate policies.

The proposed revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.21 as presented.

RG/lb

Attachment

Student Military Policy (500.21)

Date Adopted: October 16, 2001

Revised: October 18, 2005

Revised: December 8, 2015

Revised: June 20, 2017

Revised: February 20, 2018

Revised: November 19, 2019

Revised: TBD (Pending Board Approval)

~~Illinois Eastern Community Colleges (IECC) is committed to respectfully serving any prospective students in the military service (Army of the United States, United States Navy, the Marine Corps, the Air Force, the Coast Guard, and members of the State Militia). IECC will abstain from using high-pressure recruitment in order to secure the enrollment of a Service member. Rather, IECC will provide meaningful information and resources in order to ensure Service members are well-informed and free from coercion prior to registering in a program of study.~~

~~Illinois Eastern Community Colleges appreciates the service, sacrifices, and dedication of our service members and adheres to enrollment priorities and special accommodations pursuant to all state and federal laws.~~

Definitions

~~"Service Member" means a member of the Armed Forces or National Guard, including reserve components.~~

~~"Veteran" means a former service member who has received an honorable discharge, a general discharge, or an other than honorable discharge.~~

Priority Enrollment

~~Service members and veterans who are eligible to receive military educational benefits and reside in Illinois will be given the earliest possible enrollment opportunity. This applies to enrollment for all degree and certificate programs offered after the student's eligibility to receive benefits has been verified. Students planning to use Tuition Assistance (TA) benefits will not be enrolled until the individual's Service has approved TA.~~

Provisions When Called for Service

~~These provisions are applicable to enrolled students who are service members and receive orders from the Governor or President of the U.S. to perform a period of service (i.e., active duty, inactive duty training, or state service).~~

~~Any IECC student in the military service, or a student who enlists in the military service (Army of the United States, United States Navy, the Marine Corps, the Air Force, the Coast Guard, and members of the State Militia), or a student who is a member of the National Guard or Reserves and has been ordered to active duty,~~

~~When a student is called to perform a period of service, IECC **will**:~~

- ~~• Allow a student to continue with the term and make up any missed work when feasible to do so.~~
- ~~• Refund (to the appropriate party) all tuition, fees, and other institutional charges paid for the academic term when the student withdraws and or is unable to attend class for 7 or more days, ~~shall receive a full refund of required tuition, fees, and other institutional charges.~~~~
- ~~• Assign a grade of incomplete and allow student to complete any unfinished courses at a later date at no additional charge unless course credit has been given or the student received a full refund upon withdrawing.~~
- ~~• Indicate on the student's record that a withdrawal is due to military service.~~

~~When a student is called to perform a period of service, IECC **will not**.~~

- ~~• Assign the student a failing grade due to withdrawal.~~
- ~~• Reduce the student's grade point average.~~
- ~~• Characterize any student's absence(s) as unexcused.~~
- ~~• Assess a financial penalty due to withdraw, leave of absence, or late enrollment.~~
- ~~• Impact re-enrollment options.~~

~~Withdrawal from courses shall not impact final grade point average or re-enrollment options. Students unable to process their enrollment for the upcoming term due to military service will have all late penalties or fees set aside. Any IECC student that is called to active military service shall be allowed to complete any unfinished~~

~~courses at a later date at no additional charge, unless course credit has already been given or the student received a full refund upon withdrawing (in which case the student's record shall reflect that the withdrawal is due to active military service). The student must be given priority over other students who are reenrolling in the course or courses. To the extent that other policies conflict with section, this section shall supersede and be controlling of dealing with student enrollment in courses or programs.~~

Any IECC student who is Title IV eligible and withdraws ~~because of being called to active duty, or has been otherwise impacted by the military mobilization,~~ due to being called for service, will not be required to repay an overpayment of grant funds based on the Return of Title IV Funds calculation. IECC must perform the Return of Title IV Funds calculations and/or Return of Unearned TA calculations that are required by the statute and regulations and will return funds as calculated.

~~As pursuant to the Federal Veterans Access, Choice and Accountability Act, all eligible veterans and their eligible dependents will be offered in-state tuition at public colleges and universities. Therefore, IECC will offer any veteran using federal veterans benefits in-district tuition rates.~~

Related Policies

Ethical recruitment of military personnel is described in Ethical Recruitment and Admission of Students Policy 500.39.

The tuition waiver for eligible veterans and their families is described in Tuition Waivers Policy 500.14.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 20, 2024
RE: Student Consumer Information Disclosure Policy (500.33)

This policy was revised to reflect the removal of content related to ethical methods in recruiting and admission which is now a separate policy approved previously. The additional text provides the methods by which we disseminate required data related to the U.S. Higher Education Act of 1965 and amendments.

The proposed revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.33 as presented.

RG/lb

Attachment

STUDENT - 500

Student Consumer Information Disclosure Policy (500.33)

Date Adopted: June 18, 2019

Revised: July 16, 2019

Revised: TBD (Pending Board Approval)

In accordance with the U.S. Higher Education Act of 1965, as amended, and regulations defined in 34 CFR 668 Subpart D (Institutional and Financial Assistance Information for Students) and the Higher Learning Commission Policy on Recruiting, Admission, and Related Institutional Practices, Illinois Eastern Community Colleges shall make specified student consumer information available to:

- 1) ~~all~~ current and prospective students. IECC complies by disseminating information that includes numerous topics, such as: financial assistance, campus security, student outcomes, and general institutional information. ~~Student Consumer Information shall be delivered through transparent and ethical methods.~~ This information is disclosed publicly to all via the IECC website at <https://www.iecc.edu/disclosures> and provided to current students and employees via their official IECC email accounts in the spring and fall each year.
- 2) the Department of Education or other reporting agencies as required. IECC complies by providing required data in the prescribed format to the appropriate authorities by the imposed deadlines.

Procedures will be developed for those disclosures that require additional guidance, guidelines, or instruction in order to meet disclosure requirements.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 27, 2024
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 a standard clinical affiliation agreement with the following organizations:

- Master's Hand Inc. NFP
- Renewal Rehab LLC
- Trilogy Rehab Services LLC dba Synchrony

IECC wishes to enter into a standard non-clinical affiliation agreement with the following organization:

- Edwards Co. Farm Bureau

IECC wishes to enter into a negotiated clinical agreement with the following organization:

- Empower Me

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

RG/sc

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____
_____ (city) (state)
_____.

WITNESSETH THAT:

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

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC 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 which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor 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 laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the 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 IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to 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.

IECC Faculty and students 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 race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

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 IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC 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 department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

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

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

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. 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 IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2025 at which time it will be reviewed for renewal. 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 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 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 _____, _____.

ILLINOIS EASTERN COMMUNITY
COLLEGES DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. 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 requests.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
NON-CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____ (hereinafter referred to as AGENCY): of _____ (city) (state) _____.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for Internships by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the 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 for internship training subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the training.

3. DISTRICT #529 Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the DISTRICT #529 Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The DISTRICT #529 Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the DISTRICT #529 Program Coordinator who will remove the student(s) from the internship.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.

6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, DISTRICT #529 Program Coordinator and

student(s). Compensation is not a requirement. Neither DISTRICT #529 or AGENCY 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. Student(s) shall be covered by professional liability insurance through DISTRICT #529 prior to any assignment at the AGENCY.

8. This agreement will remain in effect until July 1, 2025 at which time it will be reviewed for renewal. 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 degree and certificate programs, 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 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 _____.

ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529

Administrator, Hospital or Agency

Chair, IECC Board of Trustees

Date

Date

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. 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.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College
CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and EmpowerMe Holdings, LLC d/b/a EmpowerMe Wellness (hereinafter referred to as AFFILIATE) of: St. Louis, Missouri .
(city) (state)

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AFFILIATE'S clinic sites for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AFFILIATE has agreed to make its clinic sites available to the students and IECC 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 AFFILIATE agrees to make its clinic sites available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said clinic sites of the AFFILIATE will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AFFILIATE. 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 laboratory experience and will be available to the students.

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

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

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

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

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

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

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AFFILIATE by the appropriate AFFILIATE staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AFFILIATE, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

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

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

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AFFILIATE 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 clinic sites by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AFFILIATE.

12. If available at the clinic sites, the AFFILIATE will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AFFILIATE, and conference room clinic sites for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2026, at which time it will be

reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one hundred and eighty (180) days' written notice to the other party. All students enrolled in DISTRICT #529 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 laboratory experience needed for graduation at the AFFILIATE. Any notice required or permitted under this AGREEMENT shall be addressed to the parties at their respective address and contact information set forth below, or to such other addresses as the parties may specify in writing from time to time:

If to Affiliate:

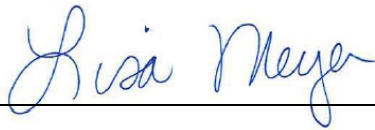
EmpowerMe Wellness
1335 Strassner Drive
St. Louis, MO 63144
Attn: Lisa Meyer
Email: lmeyer@empowerme.com

If to District #529:

Illinois Eastern Community Colleges
233 East Chestnut Street
Olney, IL 62450
Attn: Eva Fatheree
Email: fatheree@iecc.edu

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

Signature: _____



Name: Lisa Meyer

ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529

Chair, IECC Board of Trustees

Date: _____

Title: Vice President of Operational Excellence

Date: February 14, 2024

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. 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 requests.

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: February 27, 2024

RE: ICSIP Program Fee

Illinois Eastern Community College District #529 is a current member of the Illinois Consortium for International Studies and Programs (ICISP). ICISP provides cost-effective programs, services, and opportunities for the member institutions of higher education to promote cultural diversity, global awareness, competency and understanding.

Each year, ICISP offers a variety of study abroad opportunities, currently including trips to Austria, Costa Rica, England, France, Ghana, Ireland, Spain, and Toronto. For Summer 2024, IECC has elected to offer opportunities to travel to Costa Rica and Spain to promote our foreign language offerings in Spanish.

The cost of the program is reviewed by the consortium each year and includes cost of courses, cultural outings, administrative fees, and room and board while abroad. In some cases, airfare is included in the program costs.

To allow for IECC students to engage in this activity, a program fee must be established for institutional needs, financial aid, and for collection and remittance to ICISP. A cost recovery fee is proposed that will be based on the annual published costs by ICISP. For the two programs being offered for Summer of 2024, this cost is expected to be \$4,664 per student for Costa Rica and \$4,545 per student for Spain. Airfare is not included in the Spain program and will be the responsibility of the student to obtain. In addition to the cost recovery fee noted above, a program fee of \$50 is being proposed for administrative costs associated with the program.

I ask the Board's approval of the ICISP Cost Recovery Fee and \$50 Administrative Fee.

RG/akb

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: February 27, 2024

RE: Policy 300.15 – Revolving Fund and Utility Fund

The District maintains a Revolving and Utility Fund to allow for prompt payment to vendors under 110 ILCS 805/3-27.3 of the Illinois Public Community College Act. This policy allows the District to ensure bills are paid timely, by their due dates, and avoids late penalties or surcharges on invoices. Bills that are paid from the Revolving Fund are marked with an “R” or “U” on the monthly Board Bills listing identifying them as paid under this authority.

The Revolving Fund and Utility Fund have been set at \$225,000 and \$100,000, respectively, since August 17, 2005. Due to rising costs and utility rates, we are proposing these amounts be increased to \$300,000 and \$150,000. Such an increase will provide the District with the ability to better manage and maintain good standing with vendors and meet its obligations under 110 ILCS 805/3-27.3.

I ask the Board waive the second reading and approve the changes to Policy 300.15 as reviewed and approved by Cabinet.

RG/akb

Attachment

BUSINESS - 300

Revolving Fund and Utility Fund (300.15)

Date Adopted: December 19, 1989

Date Revised: August 17, 2005

Revised: February 20, 2024 (Pending Board Approval)

A revolving fund shall be established and maintained in the amount of \$~~300,000~~ 225,000, and a utility fund shall be established and maintained in the amount of \$~~150,000~~ 100,000, to pay obligations of the District in accordance with the Prompt Payment Act as set forth by 110 ILCS 805/3-27.3 of the Illinois Public Community College Act. These obligations include utilities, monthly charges on annual contracts, invoices offering cash discounts, staff travel reimbursements and advances, restricted and auxiliary fund payouts, freight bills, overdue bills, postage, scholarship funds, or other emergency bills which receive approval by the Chief ~~Financial~~ Finance Officer, and/or the ~~Chancellor~~ Chief Executive Officer. However, payments for bookstore textbook purchases for fall and spring semesters shall not be included in the revolving fund cap of \$~~300,000~~ 225,000. The Board of Trustees being notified of all payments made through such Revolving Fund and Utility Fund by listing said payments in a separate column on the Board of Trustees bill list. The total of the bill list shall constitute the monthly reimbursement to the revolving fund and utility fund upon approval by the Board of Trustees.

The Revolving Fund may not be used for travel reimbursement for any officer or employee that exceeds the maximum reimbursement under Procedure 300.16.1 nor any travel reimbursement for a member of the Board of Trustees.

MEMORANDUM

To: IECC Board of Trustees
From: Ryan Gower; Chancellor
RE: Sale of real or personal property
Date: February 27, 2024

Last month, the Board authorized the sale of 5 acres owned by IECC in Crawford County. Located on Route 1, this land was formerly the location of the Lincoln Trail College "South Campus" (Harry L Crisp Building). These five acres are now vacant/unimproved and are no longer needed for community college purposes.

Using the appraisal for the property as a basis for our asking price, we listed the property for sale with a local broker. The intention to sell the property was featured in the local paper, and our broker advertised the property for sale on the MLS.

We received an offer and, after a round of negotiations, landed on a sale price of \$106,000. The Board was informally polled regarding the sale to allow me the opportunity to sign a purchase agreement with the buyer.

Although IECC has already entered into a binding agreement on the sale of the property, it would be appropriate for the Board to formally vote to approve the sale of the property.

RG

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: February 27, 2024

RE: Fiscal Year 2025 Tuition and Fee Rates

The SEPC and Cabinet have reviewed current tuition rates and the current forecasts for revenues and expenditures for the next three fiscal years. Based on this review, it is the recommendation of the leadership of IECC that tuition and fees be adjusted for Fiscal Year 2025 as follows:

- 1) Increase the In-District Tuition Rate to \$135 (\$25/credit hour increase)
- 2) Increase the Out-of-District Tuition Rate to \$325 (\$19/credit hour increase)
- 3) Eliminate the special rates for online modality, tying tuition to residency only
- 4) Link the Special Out-of-District Waiver for Surrounding Counties to 50% of the Out-of-District Rate
- 5) Link the Special Out-of-State Waiver for Indiana Counties to 50% of the Out-of-State Rate

In total, it is estimated this will result in \$888,000 in net revenue increase for Fiscal Year 2025. These changes will continue to allow the District to invest in strategic initiatives outlined in the current Strategic Plan but will also continue the effort to be less reliant on state funding. Below is the percentage of Operating Fund revenues by source for the last ten (10) years, and next two (2) projected years.

	<u>State Government</u>	<u>Tuition & Fees</u>	<u>Local Property Taxes</u>	<u>Other</u>
FY2014	56.7%	25.5%	15.9%	1.9%
FY2015	55.3%	25.3%	17.3%	2.1%
FY2016	30.2%	39.9%	27.1%	2.8%
FY2017	48.0%	30.7%	19.3%	2.0%
FY2018	48.5%	32.4%	18.6%	0.5%
FY2019	49.3%	29.7%	18.3%	2.7%
FY2020	51.4%	27.4%	18.7%	2.5%
FY2021	42.7%	21.0%	17.0%	19.3%
FY2022	43.8%	23.3%	21.9%	11.0%
FY2023	39.9%	36.4%	20.9%	2.8%
FY2024 (projected)	40.9%	37.7%	18.6%	2.8%
FY2025 (projected)	37.3%	39.5%	20.4%	2.8%

I ask the Board’s approval of these proposed Fiscal Year 2025 tuition and fee rates, to be effective with the Summer 2024 term.

RG/akb

BID COMMITTEE REPORT

February 27, 2024

Wabash Valley College

1. Two (2) New 15-Passenger Vans

Frontier/Lincoln Trail/Olney Central/Wabash Valley

1. Synchronous Learning Classrooms

TO: Board of Trustees

FROM: Bid Committee

DATE: February 27, 2024

RE: Two (2) New 15-Passenger Vans

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

The Bid Committee recommends accepting the bid from Eagleson Automotive for one van for a total of \$45,911.06.

Two (2) New 15-Passenger Vans (WVC)	
Company	Base Bid
Eagleson Automotive Olney, Illinois	\$45,911.06

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Sonja Holtz

Department: Wabash Valley College.

Source of Funds: District-wide Fleet Refresh Budget.

Rationale for Purchase: Lowest responsible bidder.

The "Advertisement for Bids" was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for two (2) New 15-Passenger Vans for Illinois Eastern Community Colleges shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 10:00 a.m. local time, on Tuesday, February 13, 2024, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

Interested bidders that have only one such van to provide are encouraged to supply a bid. Interested bidders with two such vans to bid should indicate any volume discounting provided with the bid.

METHOD OF BIDDING

Unit Costs Bids will be received for the following:

- New 15-passenger van (in-stock)
- Minimum 5-year power train manufacturer's warranty
- Gas V6 or V8
- Automatic transmission
- Minimum 3-year bumper-to-bumper manufacturer's warranty
- 4-wheel anti-lock brakes
- Power steering
- Cruise control
- Tilt steering wheel
- AM/FM radio
- 15-passenger seating
- Rubber floor mats (optional)
- Front and rear heat
- Front and rear air conditioning
- Cargo style side door

Bids should include photos of the interior and exterior of the van being offered. A web link to the dealer's webpage having photos of the selected stock item is acceptable.

PREPARATION OF BIDS

Bids shall be executed in accordance with attached forms and delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

METHOD OF BID EVALUATION

Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

SALES TAX

Retailers Occupational Sales Taxes are not applicable for this project.

SHIPPING & HANDLING

All freight and delivery must be included in the bid.

SPECIAL PROVISIONS

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Specifications for New 15-Passenger Van

Unit Costs Bids will be received for the following:

- New 15-passenger van (in-stock)
- Minimum 5-year power train manufacturer’s warranty
- Gas V6 or V8
- Automatic transmission
- Minimum 3-year bumper-to-bumper manufacturer’s warranty
- 4-wheel anti-lock brakes
- Power steering
- Cruise control
- Tilt steering wheel
- AM/FM radio
- 15-passenger seating
- Rubber floor mats (optional)
- Front and rear heat
- Front and rear air conditioning
- Cargo style side door

Please list your bid below:

Van Year _____ Color _____ Mileage _____

Make _____ Model _____ Bid \$ _____

Van Year _____ Color _____ Mileage _____

Make _____ Model _____ Bid \$ _____

Total Bid \$ _____ Approximate Delivery Date _____

Note: Following Board approval, the bid will be awarded on February 21, 2024.

ALL FREIGHT, SHIPPING, DELIVERY, MUNICIPAL LICENSE AND TITLE CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO OLNEY CENTRAL COLLEGE, 305 N WEST ST, OLNEY IL 62450. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

Signature _____

Telephone # _____

Print Name _____

Fax # _____

Company _____

Date _____

Address _____

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, Veterans and Persons with Disabilities Act: Yes No If yes, you must attach a copy of the current letter of certification.

TO: Board of Trustees

FROM: Bid Committee

DATE: February 27, 2024

RE: Synchronous Learning Classrooms (F/L/O/W)

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

The Bid Committee recommends accepting the bid from OneRoom, Inc. for a total of \$866,384.22.

Synchronous Learning Classrooms (F/L/O/W)	
Company	Base Bid
OneRoom, Inc. Springfield, IL	\$866,384.22

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Sonja Holtz

Department: District-wide.

Source of Funds: Distance Learning and Telemedicine Grant and the Early Childhood Block Grant Passed Through the Illinois Community Board.

Rationale for Purchase: Lowest responsible bid received.

The "Advertisement for Bids" was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for Synchronous Learning Classrooms shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, Illinois 62450 until 10:15 a.m. local time, on Tuesday, February 13, 2024, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

METHOD OF BIDDING

Bids should include all items bid as one contract price. Bidders shall examine all documents contained herein. Failure to do so will not relieve a successful bidder of his obligation to provide all labor, materials, training, and support necessary to carry out the provision of his contract for the sum stated thereon. Each bidder, by submitting a bid, represents that they have received, read, and understand the bidding documents.

All specifications for equipment can be found as a separate attachment to this request for proposal.

Manufacturer's trade names are used in specifications for the express purpose of establishing a standard of quality and coordination of design, not for the purpose of limiting competition. All sizes of equipment must be as specified in the attached listing. All pieces of equipment must include or have listed features as set forth in the specifications.

Bidders proposing substitution of any item must do so in writing. Any such requests must be made by 2:00 p.m., Friday, February 9, 2024. Requests must be submitted to the following address or to bids@iecc.edu:

Illinois Eastern Community Colleges
Attn: Ryan Hawkins
233 E. Chestnut Street
Olney, Illinois 62450

All requests should be clearly marked "REQUEST FOR SUBSTITUTION – SYNCHRONOUS LEARNING CLASSROOMS."

SCOPE

The scope of this bid is to establish minimum standards and features for the purchase of complete synchronous learning classrooms. The specifications contained herein call for the fitting of fifteen (15) such classrooms. Classrooms will be installed at various locations across the Illinois Eastern Community College District #529. Locations are three (3) dedicated rooms FCC, three (3) dedicated

rooms LTC, three (3) dedicated rooms OCC, three (3) dedicated rooms WVC, two (2) mobile rooms for area high school partners, and one (1) dedicated room for an area high school partner.

The purpose of the rooms is to provide high-definition visual and audio-conferencing capabilities for instruction purposes across geographic locations. Such operation will allow for expanded and increased options for in-person learning at each of the IECC colleges.

The bidder is to provide all equipment necessary for such classrooms as listed in the detail specifications, installation of equipment according to manufacturer specifications and recommendations and field testing of completed rooms to ensure operability across all locations.

It is the responsibility of the bidder to familiarize themselves with the location of each room. All electrical, network cabling, and room modification needs must be considered and identified as part of the base bid.

QUALIFICATION OF BIDDERS

In addition to the base bid, all interested bidders are to submit a statement of qualification, with a minimum of three references as evidence of successful project work of a similar scope or nature. This statement of qualifications and references will be used as a basis for ensuring a bidder has the technical capabilities to install, test operation, and warranty work.

PREPARATION OF BIDS

All bids must be submitted on the bid form contained herein. Bids shall be delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

Bid submissions should detail out all specified equipment contained as part of the base bid, including the item number, model number (when applicable), description, unit price, and extended price for each piece detailed in the attached specifications.

METHOD OF BID EVALUATION

The IECC Board of Trustees reserves the right to reject all bids or parts of bids, and to waive informalities therein. Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

SALES TAX

Retailers Occupational Sales Taxes **are not** applicable for this project.

PREVAILING WAGE

Illinois Eastern Community Colleges is a unit of local government, and as such, any contract for public works is subject to the Illinois Prevailing Wage Act. The Prevailing Wage Act regulates wages of laborers, mechanics, and other workers employed under contract for public work. It is the

bidder's responsibility to bid all work pursuant to laws and regulations outlined in the Illinois Prevailing Wage Act.

SHIPPING & HANDLING

All freight and delivery must be included in the bid.

SPECIAL PROVISIONS

This bid is partially funded through the FY2023 Distance Learning and telemedicine Grant Program, Grant No. IL0703-B66, passed through the Illinois Community College Board.

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

BID FORM

Following Board approval, bids will be awarded on February 21, 2024.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO EACH LOCATION IDENTIFIED IN THE ATTACHED. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL BID \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

All bids must include a listing for each location with the quantity, item number, model number (when applicable), item description, unit price, and extended price.

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act: Yes No If yes, you must attach a copy of the current letter of certification.

Line- Item Budget Worksheet

Line Item #	Site Number & Name	Description	# of Units
Dedicated Classroom			
1	1-Frontier Community College	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	3
2	1-Frontier Community College	Wall Mount for Poly G7500	3
3	1-Frontier Community College	Onsite installation and configuration of G7500	3
4	1-Frontier Community College	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	3
5	1-Frontier Community College	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	3
6	1-Frontier Community College	G7500 Software License configuration with bridge	3
7	1-Frontier Community College	Poly Touch TC8	3
8	1-Frontier Community College	Onsite Installation and Configuration of TC8. Includes configuration with G7500	3
9	1-Frontier Community College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	3
10	1-Frontier Community College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	3
11	1-Frontier Community College	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
12	1-Frontier Community College	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	3
13	1-Frontier Community College	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	3
14	1-Frontier Community College	Kramer C-HM/HM-3' High Speed HDMI Cable	9
15	1-Frontier Community College	Kramer C-HM/HM-6' High Speed HDMI Cable	6
16	1-Frontier Community College	Poly Ceiling IP Microphone Array	6
17	1-Frontier Community College	Onsite installation of Ceiling Microphone arrays	6
18	1-Frontier Community College	Poly Studio E70 Camera	6
19	1-Frontier Community College	Total Care, Poly E70 3 Year Support Warranty Maintenance	6
20	1-Frontier Community College	Onsite Installation of Poly Studio E70 Cameras	6
21	1-Frontier Community College	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	3
22	1-Frontier Community College	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for	6
23	1-Frontier Community College	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	3
24	1-Frontier Community College	Onsite Installation of Kramer VM-4HDT TP580R	3
25	1-Frontier Community College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	3
26	1-Frontier Community College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	3
27	1-Frontier Community College	3.5MM M2M Gold Plated audio cable 10'	3
28	1-Frontier Community College	9' 8 port surge projector	9
29	1-Frontier Community College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	3
30	1-Frontier Community College	Chief Fusion Micro- Wall Mount for displays	9
31	1-Frontier Community College	75" Sharp Interactive Monitor	3
32	1-Frontier Community College	LG - 75" Class Monitor	6
33	1-Frontier Community College	Monitor Installation	9
34	1-Frontier Community College	Drop Ceiling Camera Pole and Shelf Installation	3
35	1-Frontier Community College	Universal Round Mounting Plate for Telescoping Camera Poles	3
36	1-Frontier Community College	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	3
37	1-Frontier Community College	3' Telescoping Ceiling Mount Camera Pole	3
38	1-Frontier Community College	Wall Plates, Brush Plates and Wall Track includes installation	18
39	1-Frontier Community College	Vizio Soundbar M-Series 2.1 Channel	3
40	1-Frontier Community College	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	2

Line Item #	Site Number & Name	Description	# of Units
41		Dedicated Classroom	
42	2-Lincoln Trail College	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	3
43	2-Lincoln Trail College	Wall Mount for Poly G7500	3
44	2-Lincoln Trail College	Onsite installation and configuration of G7500	3
45	2-Lincoln Trail College	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	3
46	2-Lincoln Trail College	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	3
47	2-Lincoln Trail College	G7500 Software License configuration with bridge	3
48	2-Lincoln Trail College	Poly Touch TC8	3
49	2-Lincoln Trail College	Onsite Installation and Configuration of TC8. Includes configuration with G7500	3
50	2-Lincoln Trail College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	3
51	2-Lincoln Trail College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	3
52	2-Lincoln Trail College	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
53	2-Lincoln Trail College	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	3
54	2-Lincoln Trail College	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	3
55	2-Lincoln Trail College	Kramer C-HM/HM-3' High Speed HDMI Cable	9
56	2-Lincoln Trail College	Kramer C-HM/HM-6' High Speed HDMI Cable	6
57	2-Lincoln Trail College	Poly Ceiling IP Microphone Array	6
58	2-Lincoln Trail College	Onsite installation of Ceiling Microphone arrays	6
59	2-Lincoln Trail College	Poly Studio E70 Camera	6
60	2-Lincoln Trail College	Total Care, Poly E70 3 Year Support Warranty Maintenance	6
61	2-Lincoln Trail College	Onsite Installation of Poly Studio E70 Cameras	6
62	2-Lincoln Trail College	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	3
63	2-Lincoln Trail College	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for HDMI, bidirectional RS-232 and IR signals. It supports resolutions up to 4K@60 UHD (4:2:0).	6
64	2-Lincoln Trail College	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	3
65	2-Lincoln Trail College	Onsite Installation of Kramer VM-4HDT TP580R	3
66	2-Lincoln Trail College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	3
67	2-Lincoln Trail College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	3
68	2-Lincoln Trail College	3.5MM M2M Gold Plated audio cable 10'	3
69	2-Lincoln Trail College	9' 8 port surge projector	9
70	2-Lincoln Trail College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	3
71	2-Lincoln Trail College	Chief Fusion Micro- Wall Mount for displays	9
72	2-Lincoln Trail College	75" Sharp Interactive Monitor	3
73	2-Lincoln Trail College	LG - 75" Class Monitor	6
74	2-Lincoln Trail College	Monitor Installation	9
75	2-Lincoln Trail College	Drop Ceiling Camera Pole and Shelf Installation	3
76	2-Lincoln Trail College	Universal Round Mounting Plate for Telescoping Camera Poles	3
77	2-Lincoln Trail College	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	3
78	2-Lincoln Trail College	3' Telescoping Ceiling Mount Camera Pole	3
79	2-Lincoln Trail College	Wall Plates, Brush Plates and Wall Track includes installation	18
80	2-Lincoln Trail College	Vizio Soundbar M-Series 2.1 Channel	3
81	2-Lincoln Trail College	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	2

Line Item #	Site Number & Name	Description	# of Units
82		Dedicated Classroom	
83	3-Olney Central College	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	3
84	3-Olney Central College	Wall Mount for Poly G7500	3
85	3-Olney Central College	Onsite installation and configuration of G7500	3
86	3-Olney Central College	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	3
87	3-Olney Central College	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	3
88	3-Olney Central College	G7500 Software License configuration with bridge	3
89	3-Olney Central College	Poly Touch TC8	3
90	3-Olney Central College	Onsite Installation and Configuration of TC8. Includes configuration with G7500	3
91	3-Olney Central College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	3
92	3-Olney Central College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	3
93	3-Olney Central College	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
94	3-Olney Central College	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	3
95	3-Olney Central College	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	3
96	3-Olney Central College	Kramer C-HM/HM-3' High Speed HDMI Cable	9
97	3-Olney Central College	Kramer C-HM/HM-6' High Speed HDMI Cable	6
98	3-Olney Central College	Poly Ceiling IP Microphone Array	6
99	3-Olney Central College	Onsite installation of Ceiling Microphone arrays	6
100	3-Olney Central College	Poly Studio E70 Camera	6
101	3-Olney Central College	Total Care, Poly E70 3 Year Support Warranty Maintenance	6
102	3-Olney Central College	Onsite Installation of Poly Studio E70 Cameras	6
103	3-Olney Central College	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	3
104	3-Olney Central College	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for HDMI, bidirectional RS-232 and IR signals. It supports resolutions up to 4K@60 UHD (4:2:0).	6
105	3-Olney Central College	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	3
106	3-Olney Central College	Onsite Installation of Kramer VM-4HDT TP580R	3
107	3-Olney Central College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	3
108	3-Olney Central College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	3
109	3-Olney Central College	3.5MM M2M Gold Plated audio cable 10'	3
110	3-Olney Central College	9' 8 port surge projector	9
111	3-Olney Central College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	3
112	3-Olney Central College	Chief Fusion Micro- Wall Mount for displays	9
113	3-Olney Central College	75" Sharp Interactive Monitor	3
114	3-Olney Central College	LG - 75" Class Monitor	6
115	3-Olney Central College	Monitor Installation	9
116	3-Olney Central College	Drop Ceiling Camera Pole and Shelf Installation	3
117	3-Olney Central College	Universal Round Mounting Plate for Telescoping Camera Poles	3
118	3-Olney Central College	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	3
119	3-Olney Central College	3' Telescoping Ceiling Mount Camera Pole	3
120	3-Olney Central College	Wall Plates, Brush Plates and Wall Track includes installation	18
121	3-Olney Central College	Vizio Soundbar M-Series 2.1 Channel	3
122	3-Olney Central College	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	2

Line Item #	Site Number & Name	Description	# of Units
123		Dedicated Classroom	
124	4-Wabash Valley College	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	3
125	4-Wabash Valley College	Wall Mount for Poly G7500	3
126	4-Wabash Valley College	Onsite installation and configuration of G7500	3
127	4-Wabash Valley College	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	3
128	4-Wabash Valley College	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	3
129	4-Wabash Valley College	G7500 Software License configuration with bridge	3
130	4-Wabash Valley College	Poly Touch TC8	3
131	4-Wabash Valley College	Onsite Installation and Configuration of TC8. Includes configuration with G7500	3
132	4-Wabash Valley College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	3
133	4-Wabash Valley College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	3
134	4-Wabash Valley College	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
135	4-Wabash Valley College	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	3
136	4-Wabash Valley College	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	3
137	4-Wabash Valley College	Kramer C-HM/HM-3' High Speed HDMI Cable	9
138	4-Wabash Valley College	Kramer C-HM/HM-6' High Speed HDMI Cable	6
139	4-Wabash Valley College	Poly Ceiling IP Microphone Array	6
140	4-Wabash Valley College	Onsite installation of Ceiling Microphone arrays	6
141	4-Wabash Valley College	Poly Studio E70 Camera	6
142	4-Wabash Valley College	Total Care, Poly E70 3 Year Support Warranty Maintenance	6
143	4-Wabash Valley College	Onsite Installation of Poly Studio E70 Cameras	6
144	4-Wabash Valley College	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	3
145	4-Wabash Valley College	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for HDMI, bidirectional RS-232 and IR signals. It supports resolutions up to 4K@60 UHD (4:2:0).	6
146	4-Wabash Valley College	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	3
147	4-Wabash Valley College	Onsite Installation of Kramer VM-4HDT TP580R	3
148	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	3
149	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	3
150	4-Wabash Valley College	3.5MM M2M Gold Plated audio cable 10'	3
151	4-Wabash Valley College	9' 8 port surge projector	9
152	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	3
153	4-Wabash Valley College	Chief Fusion Micro- Wall Mount for displays	9
154	4-Wabash Valley College	75" Sharp Interactive Monitor	3
155	4-Wabash Valley College	LG - 75" Class Monitor	6
156	4-Wabash Valley College	Monitor Installation	9
157	4-Wabash Valley College	Drop Ceiling Camera Pole and Shelf Installation	3
158	4-Wabash Valley College	Universal Round Mounting Plate for Telescoping Camera Poles	3
159	4-Wabash Valley College	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	3
160	4-Wabash Valley College	3' Telescoping Ceiling Mount Camera Pole	3
161	4-Wabash Valley College	Wall Plates, Brush Plates and Wall Track includes installation	18
162	4-Wabash Valley College	Vizio Soundbar M-Series 2.1 Channel	3
163	4-Wabash Valley College	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	2

Line Item #	Site Number & Name	Description	# of Units
164		Mobile Classroom	
165	5-Robinson High School	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	1
166	5-Robinson High School	Onsite installation and configuration of G7500	1
167	5-Robinson High School	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	1
168	5-Robinson High School	G7500 Software License configuration with Bridge	1
169	5-Robinson High School	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	1
170	5-Robinson High School	Poly Touch TC8	1
171	5-Robinson High School	PoE Injector for TC8	1
172	5-Robinson High School	Onsite Installation and Configuration of TC8. Includes configuration with G7500	1
173	5-Robinson High School	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 14ft, Green	1
174	5-Robinson High School	AVT ROLLABOUT STAND 1-60"	2
175	5-Robinson High School	Kramer C-HM/HM-3' High Speed HDMI Cable	2
176	5-Robinson High School	Poly Table IP Microphone Array for G7500	2
177	5-Robinson High School	Poly Studio E70 Camera	1
178	5-Robinson High School	Total Care, Poly E70 Camera 3 Year Support Warranty Maintenance	1
179	5-Robinson High School	Onsite Installation and configuration of Poly Studio E70 Cameras	1
180	5-Robinson High School	8-port Multi-Gigabit (2.5G) Ultra60 PoE++ Ethernet Unmanaged Switch	1
181	5-Robinson High School	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	1
182	5-Robinson High School	Onsite Installation of Kramer PT-871/2xr-KIT	1
183	5-Robinson High School	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	1
184	5-Robinson High School	70" Sharp Interactive Monitor	1
185	5-Robinson High School	LG - 70" Class Monitor	1
186	5-Robinson High School	Cart and Monitor Installation	2
187	5-Robinson High School	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	1
188	5-Robinson High School	Sewell 15 ft. HDMI Cable	1

Line Item #	Site Number & Name	Description	# of Units
189		Mobile Classroom	
190	6-Richland County High School	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	1
191	6-Richland County High School	Onsite installation and configuration of G7500	1
192	6-Richland County High School	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	1
193	6-Richland County High School	G7500 Software License configuration with Bridge	1
194	6-Richland County High School	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	1
195	6-Richland County High School	Poly Touch TC8	1
196	6-Richland County High School	PoE Injector for TC8	1
197	6-Richland County High School	Onsite Installation and Configuration of TC8. Includes configuration with G7500	1
198	6-Richland County High School	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 14ft, Green	1
199	6-Richland County High School	AVT ROLLABOUT STAND 1-60"	2
200	6-Richland County High School	Kramer C-HM/HM-3' High Speed HDMI Cable	2
201	6-Richland County High School	Poly Table IP Microphone Array for G7500	2
202	6-Richland County High School	Poly Studio E70 Camera	1
203	6-Richland County High School	Total Care, Poly E70 Camera 3 Year Support Warranty Maintenance	1
204	6-Richland County High School	Onsite Installation and configuration of Poly Studio E70 Cameras	1
205	6-Richland County High School	8-port Multi-Gigabit (2.5G) Ultra60 PoE++ Ethernet Unmanaged Switch	1
206	6-Richland County High School	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	1
207	6-Richland County High School	Onsite Installation of Kramer PT-871/2xr-KIT	1
208	6-Richland County High School	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	1
209	6-Richland County High School	70" Sharp Interactive Monitor	1
210	6-Richland County High School	LG - 70" Class Monitor	1
211	6-Richland County High School	Cart and Monitor Installation	2
212	6-Richland County High School	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	1
213	6-Richland County High School	Sewell 15 ft. HDMI Cable	1

Line Item #	Site Number & Name	Description	# of Units
214		Dedicated Classroom	
215	7-Clay City High School	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	1
216	7-Clay City High School	Wall Mount for Poly G7500	1
217	7-Clay City High School	Onsite installation and configuration of G7500	1
218	7-Clay City High School	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	1
219	7-Clay City High School	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	1
220	7-Clay City High School	G7500 Software License configuration with bridge	1
221	7-Clay City High School	Poly Touch TC8	1
222	7-Clay City High School	PoE Injector for TC8	1
223	7-Clay City High School	Onsite Installation and Configuration of TC8. Includes configuration with G7500	1
224	7-Clay City High School	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	1
225	7-Clay City High School	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	1
226	7-Clay City High School	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
227	7-Clay City High School	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	1
228	7-Clay City High School	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	1
229	7-Clay City High School	Kramer C-HM/HM-3' High Speed HDMI Cable	3
230	7-Clay City High School	Kramer C-HM/HM-6' High Speed HDMI Cable	2
231	7-Clay City High School	Poly Ceiling IP Microphone Array	2
232	7-Clay City High School	Onsite installation of Ceiling Microphone arrays	2
233	7-Clay City High School	Poly Studio E70 Camera	2
234	7-Clay City High School	Total Care, Poly E70 3 Year Support Warranty Maintenance	2
235	7-Clay City High School	Onsite Installation of Poly Studio E70 Cameras	2
236	7-Clay City High School	8-port Multi-Gigabit (2.5G) Ultra60 PoE++ Ethernet Unmanaged Switch	1
237	7-Clay City High School	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	1
238	7-Clay City High School	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for HDMI, bidirectional RS-232 and IR signals. It supports resolutions up to 4K@60 UHD (4:2:0).	2
239	7-Clay City High School	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	1
240	7-Clay City High School	Onsite Installation of Kramer VM-4HDT TP580R	1
241	7-Clay City High School	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	1
242	7-Clay City High School	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	1
243	7-Clay City High School	3.5MM M2M Gold Plated audio cable 10'	1
244	7-Clay City High School	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	1
245	7-Clay City High School	9' 8 port surge projector	3
246	7-Clay City High School	Chief Fusion Micro- Wall Mount for displays	3
247	7-Clay City High School	75" Sharp Interactive Monitor	1
248	7-Clay City High School	LG - 75" Class Monitor	2
249	7-Clay City High School	Monitor Installation	3
250	7-Clay City High School	Drop Ceiling Camera Pole and Shelf Installation	1
251	7-Clay City High School	Universal Round Mounting Plate for Telescoping Camera Poles	1
252	7-Clay City High School	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	1
253	7-Clay City High School	3' Telescoping Ceiling Mount Camera Pole	1
254	7-Clay City High School	Wall Plates, Brush Plates and Wall Track includes installation	6
255	7-Clay City High School	Vizio Soundbar M-Series 2.1 Channel	1
256	7-Clay City High School	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	1

ADDENDUM #1

FROM: Ryan Hawkins

DATE: January 30, 2024

RE: Bidding – Synchronous Learning Classrooms
Increasing Mobile Rooms to Three (3)

Per our Invitation to Bid dated January 23, 2024, for the above, we are increasing the number of mobile rooms by one (1) for a total of three (3). This change results in the request being a total of sixteen (16) classrooms. The line-items for this additional mobile room are attached.

You are invited to submit a bid for the purchase and installation of sixteen (16) Synchronous Learning Classrooms as referenced in the original Invitation to Bid.

The funding for this additional mobile room is through the Department of Health and Human Services Child Care and Development Block Grant, Award No. 2101ILccc5, passed through the Illinois Community College Board.

If you have any questions, please contact Ryan Hawkins at 618.393.2982 or by email bids@iecc.edu.

**BIDDER MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW
AND ATTACHING THE SIGNED ADDENDUM TO THE BID FORM:**

Company Name_____

Contact Person_____

Signature_____

Date_____

End of ADDENDUM #1

Line Item #	Site Number & Name	Description	# of Units
123		Dedicated Classroom	
124	4-Wabash Valley College	Poly G7500 4k Base Unit Codec: G7500 UHD 4k video codec and Wireless Presentation System, BT remote, Cable: 1 CAT 5E LAN 3.6m. Power: Amer - Type B, NEMA 5-15. Maintenance Contract Required	3
125	4-Wabash Valley College	Wall Mount for Poly G7500	3
126	4-Wabash Valley College	Onsite installation and configuration of G7500	3
127	4-Wabash Valley College	3 Year G7500 Codec Portal Bridge License; includes 3 year Zoom Education License Zoom Room and Portal Software License	3
128	4-Wabash Valley College	Total Care, Three Year Warranty Maintenance, RPG 7500, Codec Only	3
129	4-Wabash Valley College	G7500 Software License configuration with bridge	3
130	4-Wabash Valley College	Poly Touch TC8	3
131	4-Wabash Valley College	Onsite Installation and Configuration of TC8. Includes configuration with G7500	3
132	4-Wabash Valley College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 30ft, White	3
133	4-Wabash Valley College	Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 7ft, White	3
134	4-Wabash Valley College	Cat6A Ethernet Patch Cable - ZEROboot RJ45, Stranded, 550MHz, STP, Pure Bare Copper Wire, 10G, 26AWG, 3ft, Blue	2
135	4-Wabash Valley College	Installation of CAT6A, 10M USB 3.1 and UniKat Ethernet Cables	3
136	4-Wabash Valley College	Poly CBL, USB 3.1 Fiber Optic, Type A to Type C, 10M	3
137	4-Wabash Valley College	Kramer C-HM/HM-3' High Speed HDMI Cable	9
138	4-Wabash Valley College	Kramer C-HM/HM-6' High Speed HDMI Cable	6
139	4-Wabash Valley College	Poly Ceiling IP Microphone Array	6
140	4-Wabash Valley College	Onsite installation of Ceiling Microphone arrays	6
141	4-Wabash Valley College	Poly Studio E70 Camera	6
142	4-Wabash Valley College	Total Care, Poly E70 3 Year Support Warranty Maintenance	6
143	4-Wabash Valley College	Onsite Installation of Poly Studio E70 Cameras	6
144	4-Wabash Valley College	KRAMER ELECTRONICS : VM-4HDT is a high-quality, long-reach 4K@60Hz (4:2:0) HDBaseT extender distributor that takes one HDMI input, with IR and RS-232 control signals, converts them to HDBaseT extension line signal and distributes it to four HDBaseT outputs that connect to compatible HDBaseT receivers.	3
145	4-Wabash Valley College	KRAMER ELECTRONICS : The TP-580R is a 4K UHD, twisted pair receiver for HDMI, bidirectional RS-232 and IR signals. It supports resolutions up to 4K@60 UHD (4:2:0).	6
146	4-Wabash Valley College	KRAMER ELECTRONICS : PT-871/2xr-KIT is a high-performance, long-reach DGKat 2.0 extender kit for 4K@60Hz (4:4:4) HDR HDMI 2.0 and HDCP 2.2 signals and 2-way powering over twisted pair. The PT-871xr transmitter converts all input signals into the DGKat 2.0 signal.	3
147	4-Wabash Valley College	Onsite Installation of Kramer VM-4HDT TP580R	3
148	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 6'	3
149	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 15'	3
150	4-Wabash Valley College	3.5MM M2M Gold Plated audio cable 10'	3
151	4-Wabash Valley College	9' 8 port surge projector	9
152	4-Wabash Valley College	Four-Pair CAT6A U/FTP 4x2x23AWG Cable 50'	3
153	4-Wabash Valley College	Chief Fusion Micro- Wall Mount for displays	9
154	4-Wabash Valley College	75" Sharp Interactive Monitor	3
155	4-Wabash Valley College	LG - 75" Class Monitor	6
156	4-Wabash Valley College	Monitor Installation	9
157	4-Wabash Valley College	Drop Ceiling Camera Pole and Shelf Installation	3
158	4-Wabash Valley College	Universal Round Mounting Plate for Telescoping Camera Poles	3
159	4-Wabash Valley College	Suspended Ceiling Tile Mount for Telescoping Camera Poles (Tile Only)	3
160	4-Wabash Valley College	3' Telescoping Ceiling Mount Camera Pole	3
161	4-Wabash Valley College	Wall Plates, Brush Plates and Wall Track includes installation	18
162	4-Wabash Valley College	Vizio Soundbar M-Series 2.1 Channel	3
163	4-Wabash Valley College	Teacher Training: Two training sessions of up to 5 individuals per installed room system. Technical Button Pushing training consists of extensive training on using the equipment so teachers leave confident in running the equipment. Teacher Training is an introductory training on teaching a distance learning class that covers different types of distance learning, expectations and etiquette, building a blended classroom, ensuring a positive class for all students, and strategies to put it all together.	2

INVITATION TO BID

ADDENDUM #2

FROM: Ryan Hawkins

DATE: February 1, 2024

RE: Bidding – Synchronous Learning Classrooms

Due to unforeseen circumstances the regular Board of Trustees Meeting is being rescheduled to February 27, 2024. The bids for the above that are due February 13, 2024, will need to remain firm until February 27. The winning bidder for the Synchronous Learning Classrooms will be notified on Wednesday, February 28, 2024.

If you have any questions, please contact Ryan Hawkins at 618.393.2982 or by email bids@iecc.edu.

**BIDDER MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW
AND ATTACHING THE SIGNED ADDENDUM TO THE BID FORM:**

Company Name _____

Contact Person _____

Signature _____

Date _____

End of ADDENDUM #2

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
January 31, 2024**

FUND	BALANCE
Educational	\$ 7,991,544.76
Operations & Maintenance	1,727,650.49
Operations & Maintenance (Restricted)	2,104,676.02
Bond & Interest	215,690.79
Auxiliary	1,610,943.15
Restricted Purposes	61,102.21
Working Cash	39,550.61
Trust & Agency	586,111.65
Audit	11,050.28
Liability, Protection & Settlement	751,920.57
TOTAL ALL FUNDS	<u>\$ 15,100,240.53</u>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
January 31, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 8,006,845	\$ 1,727,650	\$ 2,104,676	\$ 215,691	\$ 1,631,443	\$ 61,102
Investments	8,501,267	2,750,001	11,015,283	-	3,406,733	-
Accounts Receivable	1,643,790	210,298	-	-	372,298	-
Other Receivables	775,774	5,808	3,500	-	8,764	32,612
Restricted Cash	-	-	4,006,229	-	-	-
Inventory	-	-	-	-	638,738	-
Other Assets	100,614	-	-	-	-	453,125
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 19,028,290</u>	<u>\$ 4,693,757</u>	<u>\$ 17,129,688</u>	<u>\$ 215,691</u>	<u>\$ 6,057,976</u>	<u>\$ 546,839</u>
LIABILITIES						
Accounts Payable	\$ 56,010	\$ 55,985	\$ 47,319	\$ -	\$ 35,542	\$ 101,243
Accrued Payroll Liabilities	(1,277)	-	-	-	-	-
Other Accrued Liabilities	62,853	-	29,331	-	65,937	(38,450)
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>117,586</u>	<u>55,985</u>	<u>76,650</u>	<u>-</u>	<u>101,479</u>	<u>62,793</u>
FUND BALANCES						
Non-Spendable	-	-	-	-	638,738	-
Restricted						
Board Designated	10,857,626	1,325,502	-	-	-	-
Other Purposes	-	2,596,397	14,291,615	215,691	-	-
Encumbered	8,346,414	715,873	2,761,423	-	1,312,795	913,108
Unassigned	(293,336)	-	-	-	4,004,964	(429,062)
Total Fund Balances	<u>18,910,704</u>	<u>4,637,772</u>	<u>17,053,038</u>	<u>215,691</u>	<u>5,956,497</u>	<u>484,046</u>
Total Liabilities and Fund Balances	<u>\$ 19,028,290</u>	<u>\$ 4,693,757</u>	<u>\$ 17,129,688</u>	<u>\$ 215,691</u>	<u>\$ 6,057,976</u>	<u>\$ 546,839</u>

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
January 31, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 39,551	\$ 586,112	\$ 11,050	\$ 751,921	\$ 15,136,041
Investments	6,262,523	-	-	-	31,935,807
Accounts Receivable	-	-	-	-	2,226,386
Other Receivables	51,482	99,650	-	-	977,590
Restricted Cash	-	-	-	-	4,006,229
Inventory	-	-	-	-	638,738
Other Assets	-	-	-	-	553,739
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 6,353,556</u>	<u>\$ 685,762</u>	<u>\$ 11,050</u>	<u>\$ 751,921</u>	<u>\$ 55,474,530</u>
LIABILITIES					
Accounts Payable	\$ -	\$ 11,542	\$ -	\$ 33,347	\$ 340,988
Accrued Payroll Liabilities	-	-	-	-	(1,277)
Other Accrued Liabilities	-	-	-	-	119,671
Due to Other Funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>11,542</u>	<u>-</u>	<u>33,347</u>	<u>459,382</u>
FUND BALANCES					
Non-Spendable	6,315,000	-	-	-	6,953,738
Restricted					
Board Designated	-	-	-	-	12,183,128
Other Purposes	38,556	661,641	11,050	459,605	18,274,555
Encumbered	-	12,579	-	258,969	14,321,161
Unassigned	-	-	-	-	3,282,566
Total Fund Balances	<u>6,353,556</u>	<u>674,220</u>	<u>11,050</u>	<u>718,574</u>	<u>55,015,148</u>
Total Liabilities and Fund Balances	<u>\$ 6,353,556</u>	<u>\$ 685,762</u>	<u>\$ 11,050</u>	<u>\$ 751,921</u>	<u>\$ 55,474,530</u>

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended January 31, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	\$ 3,151,493	\$ 1,418,497	\$ 188,598	\$ 1,767,019	\$ -	\$ -
Replacement Taxes	324,253	324,253	-	-	-	-
ICCB Grants	8,387,322	-	186,055	-	-	900,993
Federal Grants	-	-	-	-	-	4,157,702
Tuition & Fees	10,967,947	935,250	-	-	296,427	-
Charges for Services	34,689	55,988	-	-	1,772,638	107
Interest	251,490	60,259	88,963	14,573	78,841	9,160
Other Revenues	83,583	41	13,863,045	-	127,443	83,329
Total Revenues	<u>23,200,777</u>	<u>2,794,288</u>	<u>14,326,661</u>	<u>1,781,592</u>	<u>2,275,349</u>	<u>5,151,291</u>
EXPENDITURES						
Payroll	8,465,427	659,736	-	-	1,193,419	1,024,733
Benefits	1,674,601	173,055	-	-	151,105	257,230
Contractual Services	1,083,160	371,873	582,982	-	190,453	247,621
Supplies	944,802	204,012	5,090	-	1,466,050	170,242
Travel	133,337	-	210	-	245,600	48,183
Fixed	42,201	355	6,110,438	1,875,994	144,048	5,785
Utilities	32,032	758,550	-	-	325	-
Capital Outlay	165,959	79,303	1,710,575	-	19,359	444,852
Other	165,334	109	92,147	-	85,151	783,547
Scholarships, Student Grants, & Waivers	4,632,604	-	-	-	275,749	2,345,029
Total Expenditures	<u>17,339,457</u>	<u>2,246,993</u>	<u>8,501,442</u>	<u>1,875,994</u>	<u>3,771,259</u>	<u>5,327,222</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>5,861,320</u>	<u>547,295</u>	<u>5,825,219</u>	<u>(94,402)</u>	<u>(1,495,910)</u>	<u>(175,931)</u>
TRANSFERS						
Net Transfers	(2,202,656)	58,041	1,450,000	-	694,615	-
Total Transfers	<u>(2,202,656)</u>	<u>58,041</u>	<u>1,450,000</u>	<u>-</u>	<u>694,615</u>	<u>-</u>
Net Change in Fund Balance	<u>3,658,664</u>	<u>605,336</u>	<u>7,275,219</u>	<u>(94,402)</u>	<u>(801,295)</u>	<u>(175,931)</u>
Fund Balance - Beginning	15,252,040	4,032,436	9,777,819	310,093	6,757,792	659,977
Fund Balance - Ending	<u>\$ 18,910,704</u>	<u>\$ 4,637,772</u>	<u>\$ 17,053,038</u>	<u>\$ 215,691</u>	<u>\$ 5,956,497</u>	<u>\$ 484,046</u>

Illinois Eastern Community Colleges
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
 For the Period Ended January 31, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES					
Property Taxes	\$ -	\$ -	\$ 47,969	\$ 1,057,971	\$ 7,631,547
Replacement Taxes	-	-	-	-	648,506
ICCB Grants	-	-	-	-	9,474,370
Federal Grants	-	-	-	-	4,157,702
Tuition & Fees	-	-	-	-	12,199,624
Charges for Services	-	26,865	-	-	1,890,287
Interest	44,856	11,732	362	11,834	572,070
Other Revenues	-	389,537	-	253,170	14,800,148
Total Revenues	<u>44,856</u>	<u>428,134</u>	<u>48,331</u>	<u>1,322,975</u>	<u>51,374,254</u>
EXPENDITURES					
Payroll	-	-	-	-	11,343,315
Benefits	-	-	-	60,307	2,316,298
Contractual Services	-	171	64,525	326,422	2,867,207
Supplies	-	33,859	-	53,005	2,877,060
Travel	-	12,500	-	-	439,830
Fixed	-	-	-	354,842	8,533,663
Utilities	-	-	-	-	790,907
Capital Outlay	-	-	-	116,845	2,536,893
Other	-	(79,737)	-	-	1,046,551
Scholarships, Student Grants, & Waivers	-	316,641	-	-	7,570,023
Total Expenditures	<u>-</u>	<u>283,434</u>	<u>64,525</u>	<u>911,421</u>	<u>40,321,747</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>44,856</u>	<u>144,700</u>	<u>(16,194)</u>	<u>411,554</u>	<u>11,052,507</u>
TRANSFERS					
Net Transfers	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>44,856</u>	<u>144,700</u>	<u>(16,194)</u>	<u>411,554</u>	<u>11,052,507</u>
Fund Balance - Beginning	6,308,700	529,520	27,244	307,020	43,962,641
Fund Balance - Ending	<u>\$ 6,353,556</u>	<u>\$ 674,220</u>	<u>\$ 11,050</u>	<u>\$ 718,574</u>	<u>\$ 55,015,148</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
January 31, 2024

	ALL FUNDS	
	Fiscal Year 2024	Fiscal Year 2023
ASSETS:		
CASH	\$ 15,100,241	\$ 18,368,756
IMPREST FUND	21,300	21,300
CHECK CLEARING	14,500	14,500
CDB PROJECT TRUST	4,006,229	3,909,022
PREPAID EXPENSES	100,614	84,758
INVESTMENTS	31,935,808	19,652,871
RECEIVABLES	3,097,717	3,368,925
ACCRUED REVENUE	106,260	5,029
INTERFUND RECEIVABLES	-	-
INVENTORY	638,738	610,360
OTHER ASSETS	453,125	438,300
FIXED ASSETS (Net of Depr)	24,804,815	20,372,331
TOTAL ASSETS AND OTHER DEBITS:	\$ 80,279,347	\$ 66,846,152
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ -	\$ -
ACCOUNTS PAYABLE	364,470	281,316
ACCRUED EXPENSES	-	-
INTERFUND PAYABLES	-	-
DEFERRED REVENUE	94,911	85,393
L-T DEBT GROUP (FUND 9)	8,600,237	4,073,092
OPEB (Prior Year Restated for GASB 75 Implementation)	5,856,409	13,963,316
OTHER LIABILITIES	-	-
TOTAL LIABILITIES:	14,916,027	18,403,117
FUND BALANCES:		
FUND BALANCE	40,693,990	32,853,864
INVESTMENT IN PLANT (Net of Depr)	24,804,815	20,372,331
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(14,456,646)	(18,036,408)
RESERVE FOR ENCUMBRANCES	14,321,161	13,253,248
TOTAL EQUITY AND OTHER CREDITS	65,363,320	48,443,035
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 80,279,347	\$ 66,846,152

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2022-2024**

College	Category	FISCAL YEAR 2022			FISCAL YEAR 2023			FISCAL YEAR 2024			
		Budget	Spent Thru January	% of Budget	Budget	Spent Thru January	% of Budget	Tentative Budget	Spent Thru January	% of Budget	% of Year
Frontier	Bills		\$ 357,732			\$ 462,379		\$ 454,475			
	Payroll		1,020,534			1,159,661		1,177,215			
	Waivers		553,250			557,531		576,538			
	Totals	\$ 3,688,586	1,931,516	52%	\$ 3,873,183	2,179,571	40%	\$ 3,936,161	2,208,228	56%	58%
Lincoln Trail	Bills		\$ 707,440			\$ 619,245		\$ 722,970			
	Payroll		1,256,751			1,242,185		1,228,833			
	Waivers		744,492			762,811		866,769			
	Totals	\$ 4,977,953	2,708,683	54%	\$ 4,727,391	2,624,241	40%	\$ 4,480,373	2,818,572	63%	58%
Olney Central	Bills		\$ 878,888			\$ 1,115,791		\$ 1,295,574			
	Payroll		2,287,337			2,483,437		2,403,780			
	Waivers		589,310			604,151		672,466			
	Totals	\$ 7,367,058	3,755,535	51%	\$ 7,402,072	4,203,379	40%	\$ 7,643,937	4,371,820	57%	58%
Wabash Valley	Bills		\$ 709,566			\$ 810,005		\$ 1,005,090			
	Payroll		1,653,955			1,709,521		1,603,527			
	Waivers		1,139,490			1,111,332		1,152,248			
	Totals	\$ 5,775,220	3,503,011	61%	\$ 6,271,689	3,630,858	41%	\$ 5,915,330	3,760,865	64%	58%
Workforce Educ.	Bills		\$ 136,309			\$ 108,561		\$ 116,289			
	Payroll		416,520			336,963		382,704			
	Waivers		638,038			903,046		1,096,494			
	Totals	\$ 3,378,641	1,190,867	35%	\$ 2,761,446	1,348,570	32%	\$ 2,619,370	1,595,487	61%	58%
District Office	Bills		\$ 315,588			\$ 433,876		\$ 462,549			
	Payroll		729,317			802,160		1,014,980			
	Waivers		-			-		-			
	Totals	\$ 1,991,105	1,044,905	52%	\$ 2,334,026	1,236,036	37%	\$ 2,741,040	1,477,529	54%	58%
District Wide	Bills		\$ 2,319,544			\$ 2,358,970		\$ 1,771,737			
	Payroll		700,946			1,075,550		1,314,124			
	Waivers		166,904			35,696		268,088			
	Totals	\$ 7,148,722	3,187,394	45%	\$ 7,711,317	3,470,216	29%	\$ 7,145,460	3,353,949	47%	58%
GRAND TOTALS		\$ 34,327,285	\$ 17,321,911	50%	\$ 35,081,124	\$ 18,692,871	53%	\$ 34,481,671	\$ 19,586,450	57%	58%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Revenues & Expenditures Report
For the Period Ended January 31, 2024

Unaudited

	FY 2024		FY 2023		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Property Taxes	\$ 4,569,991	17.58%	\$ 4,326,822	17.64%	\$ 243,169
Replacement Taxes	648,506	2.49%	1,022,105	4.17%	(373,599)	-36.552%
ICCB Grants	8,387,322	32.27%	7,883,234	32.14%	504,088	6.394%
Tuition & Fees	11,903,197	45.79%	10,975,524	44.74%	927,673	8.452%
Charges for Services	90,676	0.35%	46,709	0.19%	43,967	94.130%
Interest	311,746	1.20%	167,747	0.68%	143,999	85.843%
Other Revenues	83,624	0.32%	108,019	0.44%	(24,395)	-22.584%
	<u>\$ 25,995,062</u>	<u>100.00%</u>	<u>\$ 24,530,160</u>	<u>100.00%</u>	<u>\$ 1,464,902</u>	<u>5.972%</u>

EXPENDITURES

	FY 2024		FY 2023		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Salaries	\$ 9,125,163	46.59%	\$ 8,809,477	47.13%	\$ 315,686
Employee Benefits	1,847,656	9.43%	1,640,467	8.78%	207,189	12.630%
Contractual Services	1,455,034	7.43%	1,389,477	7.43%	65,557	4.718%
Materials	1,148,814	5.87%	1,313,817	7.03%	(165,003)	-12.559%
Travel & Staff Development	133,337	0.68%	106,686	0.57%	26,651	24.981%
Fixed Charges	42,556	0.22%	24,434	0.13%	18,122	74.167%
Utilities	790,583	4.04%	741,063	3.96%	49,520	6.682%
Capital Outlay	245,263	1.25%	593,371	3.17%	(348,108)	-58.666%
Other	4,798,044	24.50%	4,074,079	21.79%	723,965	17.770%
	<u>\$ 19,586,450</u>	<u>100.00%</u>	<u>\$ 18,692,871</u>	<u>100.00%</u>	<u>\$ 893,579</u>	<u>4.780%</u>

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

	Funding Source	Estimated Budget										
Center for Technology - LTC	CDB	\$11,160,000	[Progress bar]									
Applied Technology Center - OCC	CDB	\$3,076,400	[Progress bar]									
Power Hub - WVC	CDB	\$300,000	[Progress bar]									
Parking Lot Resurfacing	CDB	\$918,392	[Progress bar]									
LTC - Crawford County Recreational Center	Local	\$4,779,011	[Progress bar]									
WVC - Main Hall Roof Replacement	PHS	\$253,800	[Progress bar]									
WVC - Science Building East Canopy	Local	\$58,041	[Progress bar]									
LTC - Athletic Facility	2023 Debt Certificates	\$2,400,300	[Progress bar]									
GRAND TOTAL		\$22,945,944	Board Approval	Preliminary Design	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted	

1/31/2024

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 27, 2024
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the February Personnel Report. Additional information for items 400.1, 400.2, 400.3, 400.4, 400.5, & 400.6 have been sent under separate confidential cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Special Assignment (Attachment)**
- 400.4. Approval of Proposed Non-College Employment**
- 400.5. Retirement Ratification**
- 400.6. Reemployment of Bargaining Unit Faculty for the 2024-2025 Academic Year**

PERSONNEL REPORT

400.1 Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Jesus Gonzales, Head Men's & Women's Soccer Coach, LTC effective March 4, 2024

B. Classified, Non-Exempt

1. Rachel Greenwood, International Student Liaison, LTC/OCC effective March 4, 2024
2. Juliet Graham, Student Service Specialist, WVC effective March 4, 2024
3. Melissa Hardiman, Custodian, WVC effective March 4, 2024

400.2 Change in Status

A. Professional, Non-Faculty, Exempt

1. Rodney Ranes, Interim Program Director of Adult Education to Program Director of Adult Education, effective September 1, 2024
2. Christy Morley, TRIO Upward Bound Counselor to Trio Upward Bound Coordinator, effective March 4, 2024

400.3 Special Assignments (Attachment)

400.4 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Days per Academic Year</u>
Dustin Wiggins	CenterPoint Energy Evansville, IN	10

400.5 Retirement Ratification

1. Laurel Cutwright, Math Instructor, OCC effective May 10, 2024

400.6 Reemployment of Bargaining Unit Faculty for the 2024-2025 Academic Year

A. Continuation of Tenure

WADE	BAKER	STEVE	HNETKOVSKY	Mary (Linda)	MONGE
SCOTT	BALDING	NIXIE	HNETKOVSKY	BRITTANY	OCHS
LONNIE	BARNES	RONDA	HOCKGEIGER	KELLY	PAYNE
RENO	BEMONT	LISA	HOIPKEMIER	JODI	PEACH
SHASTA	BENNETT	JASON	HORTIN	KYLE	PEACH
SARAH	BERGBOWER	ANNE	HUSTAD	ANDREW	PITTMAN
TAMMIE	BOHNHOFF	JULIANA	JAMES	RICHARD	POSKIN
TYLER	BOYLES	LAURIE	JENKINS	LISA	RAUCH
JOSEPH	BROWN	JOHN	KENDALL	DOUG	ROBB
CARRIE	BROWN	ANDREW (Andy)	KING	ANURADHA (An)	ROY
CURTIS (Allen)	BROWN	TINA	LINDLEY	ERIC	SCHELLER
TYLER	BROWNING	AARON	LINEBERRY	KIMBERLEY (Kim)	SCHUCKER
MEGAN	BUNNAGE	VANESSA	LOWE	NICHOLAS	SHORT
CARLA	CADWALADER	KAREN	MARKS	SHIRLEY	SMITHENRY
JAY	CARTER	CURTIS	MARSHALL	PHILIP	THORSEN
BECKY	COLEMAN	ROBERT (Rob)	MASON	KRISTI	URFER
LAUREL	CUTRIGHT	CHRISTIAN	MATHEWS	BRIAN	WICK
DAVID (Dave)	DENTON	TRAVIS	MATTHEWS	ANGELIA	WILLIAMS
CHERYL	DILL	RODNEY	MAXEY	JILL	WINTER
MAVERICK	FISHER	AMIE	MAYHALL	DENNIS	YORK
TODD	GILL	JESSICA	MCDONALD		
JARED	GULLETT	ANDREW (Drew)	MCMURRAY		
PAULETTA	GULLETT				

B. Initial Tenure

TOSHA	BAKER	KIMBERLY	WELLEN	DUSTIN	WIGGINS
JANE	MCCORMICK	KINSEY	WHITAKER	CONNOR	YORK
CLARE	ROOSEVELT				

C. Non-Tenure

AUSTIN	ALEXANDER	ALEXANDRA (Alex)	HAMBLIN	TRACY	SMITH
BENJAMIN	BOMER	ELAINE	HASTY	DANIELLE	TRAPP
CHASE	BRAMLET	KRISTINA	ISAAC	MARI	YAMATO
JENA	COMBS	JOHN	MCCARTY	JOSEPH	YOUNG