

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

IECC Board of Trustees Meeting

Tuesday, October 15, 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, October 15, 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 CAO Bruinsma
 - 3.A. Visitors and Guests
 - 3.B. IECCEA Representative
4. Public Comments
5. Reports
 - 5.A. Trustees
 - 5.B. Chancellor
 - 5.C. Presidents & Divisions
 - 5.D. Division Report: Upcoming HLC Accreditation Visit CAO Bruinsma
6. Approval of Consent Agenda Chancellor Gower
 - 6.A. Disposition of Minutes 5

6.B.	2024 Annual Review of Student Complaints		10
6.C.	Policy 400.20 Family Medical Leave Act		12
6.D.	Affiliation Agreements		17
7.	Action on Items Removed from Consent Agenda		
8.	Policy First Reading (and Possible Approval) A. None	Chancellor Gower	
9.	Policy Second Reading A. None	Chancellor Gower	
10.	Staff Recommendations for Approval		
10.A.	Bid Exception Under 805/3- 27.1	Chancellor Gower	31
10.B.	2025 Employee Health & Dental Insurance	Chancellor Gower	34
10.C.	2025 Employee Health Savings Accounts	Chancellor Gower	38
10.D.	HLC Assurance Argument 2024	Chancellor Gower	39
10.E.	Emergency Repair Clemence Elizabeth Cox Hall Building Roof Replacement	Chancellor Gower	40
11.	Bid Committee Report	Chancellor Gower	45
11.A.	FCC Electric Zero Turn Mower		

12. District Finance	Mr. Hawkins	
12.A. Financial Report		51
12.B. Approval of Financial Obligations		
13. Executive Session	Chancellor Gower	
14. Approval of Executive Session Minutes		
15. Approval of Personnel Report	Mrs. McDowell	60
16. Collective Bargaining		
17. Litigation	Chancellor Gower	
18. Other Items		
19. Adjournment		

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

Susan Batchelor: Present
John Brooks: Present
Roger Browning: Present
Gary Carter: Present
Brenda Culver: Present
Jan Ridgely: Present
Barbara Shimer: Present
Jorri VanDyke
(Student Trustee): Present
Present: 7. Absent: 0

Also present at the meeting, in addition to trustees:

Ryan Gower, Chancellor
Jay Edgren, President of Frontier Community College/Vice Chancellor Academic Affairs
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
Ryan Hawkins, Chief Financial Officer/Treasurer
Andrea McDowell, Executive Director of Human Resources
Alex Cline, Chief Information Officer
Paul Bruinsma, Chief Academic Officer
Sonja Wease, Board Secretary

2. Welcome from the Chair – Chairman Carter welcomed all who were present for the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Vanessa Lowe, Kristina Isaac, Claire Roosevelt, Megan Bunnage, Lisa Rauch, Phil Thorsen, Andy King, Linda Monge, Jodi Peach, Nixie Hnetkovski, Steve Hnetkovski, Kim Welling, Dustin Wiggins, Rob & Jenn Mason, and Robert Conn.

3.B. IECCEA Representative – Rob Mason presented the Board with results of a faculty survey.

4. Public Comments - None

5. Reports

5.A. Trustees – Student Trustee Jorri VanDyke reported that the Student Advisory held their first meeting and approved the Future Educators Club at OCC with possible interest at the other campuses. As the President of the Student Advisory, Ms. VanDyke announced that officers will be elected at the next meeting.

5.B. Chancellor – Chancellor Gower announced that the Dual Credit Summit was held recently at OCC. The goal of the summit is how to build better pipelines moving from K-12 to higher education. Dr. Gower also asked for direction from Trustees on an inquiry received from the WVC Foundation regarding allowing alcohol consumption at campus events.

5.C. Presidents & Divisions – Reports were presented by the Presidents & Vice Chancellors of each division.

6. Approval of Consent Agenda

Motion to approve consent agenda as presented. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on August 20, 2024 were presented for approval.

6.B. 2024 Annual Security Report – contains crime information for the past three years, relevant policy statements, and training and educational programming related to campus safety and security, crime prevention, alcohol and drug use, and sexual misconduct.

6.C. IECC Emergency Response Plans – IECC develops and maintains a National Incident Management System (NIMS) compliant, all-hazards emergency response plan for each of the IECC campuses. The plans are sent to the Illinois Emergency Management Agency (IEMA) Region 9 Coordinator and the ICCB.

6.D. Violence Prevention Plan – Updated to reflect current contact information and Threat Assessment and Behavioral Intervention Team (TABIT) team members.

6.E. Memorandum of Understanding IECC/SAFE – This agreement with Sexual Assault and Family Emergencies (SAFE), a not-for-profit corporation contracts advisors who have completed 40 hours of training previously and 6 additional hours of training on sexual violence annually to provide emergency and ongoing support to student survivors of sexual violence.

6.F. Memorandum of Understanding IECC/Prevail Illinois – This agreement with Prevail Illinois, a not-for-profit corporation contracts advisors who have completed 40 hours of training previously and 6 additional hours of training on sexual violence annually to provide emergency and ongoing support to student survivors of sexual violence.

6.G. Memorandum of Understanding IECC/Wabash General Hospital – This agreement sets the groundwork for the partnership to work collaboratively to launch a Paramedic Education Program for the IECC district.

6.H. Affiliation Agreements- Standard Clinical, Negotiated Clinical, Non-Standard Clinical, Non-Standard Non-Clinical – Chancellor Gower recommended approval of the renewal of affiliation agreements with Deaconess Gibson Hospital, DeveloPeds Therapy, LLC (PTA), Edwards County Ambulance Service, Helia Healthcare of Olney, LLC, Oakview Nursing and Rehab, ProRehab, Inc. (PTA), Providence Medical Group, Richland County TB and Health Office, Richland Nursing & Rehab, Wayne County Ambulance, Healthcare Therapy Services, Inc. (PTA), Lawrence County Memorial Hospital, The Carle Foundation, Hospital Sisters Health System, Indiana University Health, Inc. (PTA), and Select Rehab (PTA).

6.I. Board of Trustees Election – The Board received official notice of the dates concerning the elections to the Board of Trustees that will occur on April 1, 2025. Nominating petitions may be picked up at the District office and the filing period is from November 12 to November 18, 2024. The IECC Board has three Trustees who have terms that are expiring. Trustees will be running for two 6-year terms and one 3-year term. The Board approved the appointment of Sonja Wease as the Election official and the appointment of Sheryl Childers to be the Assistant Election Official.

7. Action on Items Removed from Consent Agenda - None

8. Policy First Reading (and Possible Approval)

8.A. Policy 100.20 State Gift Ban Act

Motion to waive second reading and approve Policy 100.20 State Gift Ban Act. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

8.B. Policy 500.22 Background Check Determination

Motion to waive second reading and approve Policy 500.22 Background Check Determination to improve clarity and update the authority references. This motion, made by Roger Browning and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

8.C. Policy 100.31 Sexual Misconduct/ Policy 100.42 Sex Prohibiting Discrimination

Motion to waive second reading and approve Policy 100.42 Prohibiting Sexual Discrimination to align with the implementation date of the new regulations and delete Policy 100.31 Preventing Sexual Misconduct. This motion, made by Brenda Culver and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. Robinson Crawford Enterprise Zone Amendment

Motion to approve the support for the amendment to the Robinson Crawford Enterprise Zone. This motion, made by Barbara Shimer and seconded by John Brooks, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

11. Bid Committee Report - None

12. District Finance

Motion to approve payment of district financial obligations for July 2024 in the total amount of \$1,839,091.73. This motion, made by Jan Ridgely and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke: Yea
Yea: 8, Nay: 0

13. Executive Session - None

14. Approval of Executive Session Minutes

Motion to approve the executive session minutes of the regular meeting held on July 16, 2024 and August 20, 2024. This motion, made by Barbara Shimer and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea

15. Approval of Personnel Report

Motion to approve the foregoing personnel report as presented. This motion, made by John Brooks and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

400.1 Employment of Personnel

A. Professional, Non-Faculty, Non-Exempt

1. Mandy Gre pares, Coordinator of Academic Affairs, FCC effective September 23, 2024

400.2 Approval to Hire Staff Prior to October 15, 2024 Meeting

A. Professional, Non-Faculty, Exempt

1. Interim Head Baseball Coach, OCC

400.3 Position Title Change

A. Professional, Non-Faculty, Exempt

1. Jamie Carman from Director of Academic Advising and Records to Director of Academic Advising

400.4 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours/Days per Academic Month</u>
Joseph Brown	JB Express Transportation LLC Cisne, IL KTDA Trucking Mt. Erie, IL	20 days/100 hours

400.5 Resignation Ratification

1. Phil Britton, Head Baseball Coach, OCC effective September 13, 2024.
2. Amanda Kotch, Distance Learning Specialist, Title III effective September 20, 2024
3. Trevin Milner, Coordinator of Public Information and Marketing, FCC effective September 27, 2024

16. Collective Bargaining – Chancellor gave an update on the upcoming negotiations/mediation meetings.

17. Litigation - None

18. Other Items - None

19. Adjournment

Motion to adjourn at 7:35 p.m. This motion, made by Barbara Shimer and seconded by Jorri VanDyke, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

Approved: Chairman: _____

Secretary: _____

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 15, 2024
RE: Student Complaint Annual Review

As required by HLC Federal Compliance Policy FDCR.A.10.030, and HLC Assumed Practices Policy CRRT.B.10.020 institutions are required to maintain institutional records of student complaints that are written and formal complaints filed with the Chancellor, Presidents, Deans/Chief Academic Officers, and/or Office of Admissions.

I submit the student complaint log for FY2024 (July 1, 2023 – June 30, 2024) for acceptance.

RG/sc

Illinois Eastern Community Colleges
FCC, LTC, OCC, WVC
Federal Compliance Report - Institutional Record of Student Complaints
FY2022-FY2024
8/2/2024

Complaint Categories	FY2022	FY2023	FY2024
Commercial driver's license (CDL) training schedule		10	
Course/Instructor - distance delivery content		1	
Disagreement with instructor regarding lab assignments			1
Housing/roommate		1	
Dissatisfaction with Refund policy		1	
Small World staff - parent concern re: discipline	1		
Waiver request for balance of tuition	1		
Work-study position			1
TOTAL	2	13	2

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 15, 2024
RE: Family and Medical Leave Policy (400.20)

Public Act 102-0335 reduced the required work hours for FMLA eligibility, lowering the threshold from 1,250 hours to 1,000 hours within the twelve months before the leave begins. This update to policy documents compliance with P.A. 102-0335.

The proposed revisions to Policy 400.20 have been approved by SEPC. I would ask the Board to waive the second reading and approve Policy 400.20 as presented.

RG/am

Attachment

HUMAN RESOURCES - 400

Family and Medical Leave Policy (400.20)

Date Adopted: December 14, 1993

Revised: October 21, 2003

Revised: April 15, 2008

Revised: September 15, 2009

Revised: April 21, 2020

Revised: June 16, 2020

Revised: January 19, 2021

Revised: November 16, 2021

Revised: TBD (Pending Board of Trustees Approval)

The Leave Policy. Illinois Eastern Community Colleges complies with the Family and Medical Leave Act (FMLA) and will grant up to 12 weeks of leave during a 12-month period to eligible employees or up to 26 weeks of military caregiver leave.

Eligible Employees.

- Have worked at least twelve (12) months for Illinois Eastern Community Colleges;
- Have worked at least ~~4,250~~ 1,000 hours for Illinois Eastern Community Colleges over the twelve (12) months preceding the date the leave would commence; **and**
- Currently work at a location where there are at least fifty (50) employees within seventy-five (75) miles.

Reasons for Leave. To qualify as FMLA under this policy, the leave must be for one of the following reasons:

- the birth of a child and to care for the newborn child within one year of birth
- the placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement;
- to care for a spouse, son, daughter, or parent (“covered family member”) with a serious health condition;
- because of your own serious health condition which renders you unable to perform the essential functions of your position;
- any qualifying exigency arising out of the fact that the employee’s spouse, son, daughter, or parent is a covered military member on “covered active duty” or;
- to care for a spouse, parent, child or an individual for whom you are the nearest blood relative who has a serious injury or illness that was incurred in the line of duty while on active military duty, if the injury or illness may render the servicemember medically unfit to perform the duties of his military position. Leave for this reason may be taken only once and must be completed within one 12-month period.

Amount of Leave. An eligible employee can take up to 12 weeks of FMLA leave during any 12-month period. IECC will measure the 12-month period as a rolling 12-month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes leave, IECC will compute the amount of leave the employee has taken under this policy in the last 12 months and subtract it from the 12 weeks of available leave, and the balance remaining is the amount the employee is entitled to take at that time.

An eligible employee can take up to 26 weeks for the FMLA military caregiver leave during a single 12-month period. For this military caregiver leave, the District will measure the 12-month period as a rolling 12-month period measured forward. FMLA leave already taken for other FMLA circumstances will be deducted from the total of 26 weeks available.

Eligible spouses who both work for the District may only take a combined total of 12 weeks of leave for the birth of a child, adoption or placement of a child in foster care, or to care for a parent (but not a parent "in-law") with a serious health condition. Both may only take a combined total of 26 weeks of leave to care for a covered injured or ill service member (if each spouse is a parent, spouse, child or next of kin of the service member).

You may not be granted an FMLA leave to gain employment or work elsewhere, including self-employment. If you misrepresent facts in order to be granted an FMLA leave, you will be subject to immediate termination.

Notice of Leave. If your need for family/medical leave is foreseeable, you must give the District at least 30 days prior written notice. Failure to provide such notice may be grounds for delay or denial of leave. Where the need for leave is not foreseeable, you are expected to notify the District as soon as practicable, generally within 1 to 2 business days of learning of your need for leave. The District has Request for Family/Medical Leave forms available on the Intranet or from the Human Resource Department. You should use this form when requesting leave.

Certification. If you are requesting leave due to being a covered military member you must supply notification of the call to duty order.

Medical Certification. If you are requesting leave because of your own or a covered family member's serious health condition or servicemember's serious injury or illness, you and the relevant health care provider must supply appropriate medical certification. You may obtain Medical Certification Forms from the Executive Director of Human Resources. The medical certification must be given within 15 days after it is requested, or as soon as reasonably possible under the circumstances. Failure to provide requested medical certification in a timely manner may result in denial or delay of leave until it is provided. The District, at its' expense, may require an examination by a second health care provider designated by the District, if reasonable doubt exists concerning the medical certification you initially provide. If the second health care provider's opinion conflicts with the original medical certification, the District, at its' expense, may require a third, mutually agreeable, health care provider to conduct an examination and provide a final and binding opinion. The District may also require medical recertification periodically during the leave, and employees may be required to present a fitness-for-duty verification upon their return to work following a leave for the employee's own illness.

Approval of Leave. The Board grants authority to the Chancellor to approve Family and Medical Leave. FMLA Leave should only be approved if the request for leave is made timely, meets the requirements as set forth by the current federal statute, and is approved by both the Chancellor and the Executive Director of Human Resources after a review of the application and certification materials, and the finding that such materials meet the current guidelines.

In June of each fiscal year, the Chancellor shall report to the Board of Trustees the number of FMLA leaves granted, a summary of the nature of the requests and the reasons for approval. This report shall not include the names of any individuals granted FMLA leave and all data reported to the Board of Trustees shall be such that it would not disclose the identity of any employee.

The Board of Trustees reserves the right to make inquiry to the Chancellor and Executive Director of Human Resources at any time on the number of FMLA leaves granted, but the Board shall not request the specific name of any employee.

Reporting While on Leave. If you take leave because of your own serious health condition or to care for a covered family member, you may be required to contact your supervisor on a regular basis regarding the status of the condition and your intention to return to work. For leaves for other purposes, you may be periodically required to report on your status and intent to return to work.

Leave is Unpaid. An employee who is taking FMLA leave because of the employee's own serious health condition or the serious health condition of a family member must use all paid vacation, personal time, or sick leave prior to being eligible for unpaid leave.

Disability leave for the birth of a child and for an employee's serious health condition, including workers' compensation leave (to the extent that it qualifies), will be designated as FMLA leave and will run concurrently with FMLA. An employee who is taking leave for the adoption or foster care of a child must use all paid vacation, personal or family leave prior to being eligible for unpaid leave.

An employee who is using military FMLA leave for a qualifying exigency must use all paid vacation and personal leave prior to being eligible for unpaid leave. An employee using FMLA military caregiver leave must also use all paid vacation, personal leave or sick leave (as long as the reason for the absence is covered by the IECC's sick leave policy) prior to being eligible for unpaid leave. At the Board's discretion, the substitution of paid leave time for unpaid leave time will not extend the maximum leave allowed beyond the 12-week or 26-week maximum provided under the FMLA.

Medical and Other Benefits. During an approved family/medical leave, the District will maintain your health benefits, as if you continued to be actively employed. While on paid leave, the employer will continue to make payroll deductions to collect the employee's share of insurance premiums. If your leave is unpaid, you must pay your portion of the premium during the leave. Your dependent health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the District for the cost of the premiums paid by the District for maintaining coverage during your unpaid leave, unless you cannot return to work because of a serious health condition or other circumstances beyond your control.

Exemption for Key Employees. Certain "key" employees (i.e., the highest paid 10% of employees at a worksite or within a 75-mile radius of that worksite and who are salaried) may not be returned to their former or equivalent position following a leave if restoration of employment will cause substantial economic injury to the District. The District will notify you if you qualify as a "key" employee, if the District intends to deny reinstatement, and of your rights in such instances.

Intermittent and Reduced Schedule Leave. Leave because of a serious health condition or for an injured servicemember may be taken intermittently (in separate blocks of time due to a single covered health condition) or on a reduced leave schedule (reducing the usual number of hours you work per workweek or workday) if medically necessary. For the birth, adoption or foster care of a child, the District and the employee must mutually agree to the schedule before the employee may take the leave intermittently or work a reduced-hour schedule. Leave for birth, adoption or foster care of a child must be taken within one year of the birth or placement of a child.

After all paid leave is exhausted, the District will reduce your salary based on the amount of time actually worked. In addition, while you are on an intermittent or reduced schedule leave for planned medical treatment, the District may temporarily transfer you to an available alternative position which better accommodates your recurring leave, and which has equivalent pay and benefits.

Other Applicable Leaves. FMLA leave will run concurrently with any other applicable leave. For instance, short-term disability or worker's compensation leave will be simultaneously designated as FMLA leave as well, if the leave is also FMLA qualifying.

Returning from Leave. If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits and other terms and conditions of employment, subject to any applicable exceptions. However, you have no greater right to reinstatement or other benefits and conditions of employment than if you had not taken leave. You must return to work immediately after the expiration of your approved FMLA leave in order to be reinstated to your position or an equivalent position.

If you take leave because of your own serious health condition, you are required to provide medical certification that you are fit to resume work. You may obtain Return to Work Medical Certification forms from the Executive Director of Human Resources. Employees failing to provide the Return to Work Medical Certification Form will not be permitted to resume work until it is provided.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 15, 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 organization:

- Harsha Behavioral Center

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

- PT Solutions

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, 2026, 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
COLLEGE DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community College 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.

CLINICAL AFFILIATION AGREEMENT

This **CLINICAL AFFILIATION AGREEMENT** ("Agreement") is made and entered into effective as of as of the signatures of all parties to the agreement by and between **Illinois Eastern Community College District #529** ("School") and **PT Solutions Holdings, LLC, an Alabama limited liability company** ("Facility").

WHEREAS, School offers degree program(s) in Physical Therapist Assistant ("Degree Program(s)");

WHEREAS, Facility provides athletic training, occupational therapy, physical therapy, and speech therapy services to patients in a community setting;

WHEREAS, School desires for students in Degree Program(s) to obtain patient care educational experiences at Facilities;

WHEREAS, Facility desires to provide patient care training, education, and mentoring to students in Degree Program(s); and

WHEREAS, Facility is willing to accept, and School is willing to place, students at Facility for clinical rotations upon the terms and conditions below.

NOW, THEREFORE, School and Facility agree as follows:

I. GENERAL PROVISIONS

- A.** Students will be assigned by School to Facility for clinical rotations. The timing and duration of such rotations will be made by mutual agreement of Facility and School.
- B.** The number of students to be assigned to the Facility will be mutually agreed upon by the Facility and the School. Facility reserves the right to reasonably limit the number of students participating in clinical activities at Facility during a particular month.
- C.** School shall assign to the Facility only those students who have satisfactorily completed all prerequisite portions of the Degree Program curriculum.
- D.** School shall assign only such students as are, able to perform required duties at the time of reporting for such rotations.
- E.** The clinical activities of students during rotations will be based on the course objectives and the skill level of each student, as determined by School faculty and Facility. A copy of the course objectives will be provided to and maintained by the Facility.
- F.** Students will not perform any task or act for which a license to practice is required, except under the direct supervision of one of Facility's licensed personnel if and as may be allowed by law.

II. TERM AND TERMINATION

- A.** This Agreement shall commence on the Effective Date and will continue for a period of one (1) year (the “Initial Term”), unless otherwise terminated in accordance with Section II (B). Thereafter, this Agreement will automatically renew for successive one (1) year terms (each a “Renewal Term,” and together with the Initial Term, the “Term”).
- B.** This Agreement may be terminated by the parties upon (a) mutual consent or (b) upon sixty (60) days’ prior written notice, with or without cause, to the other party.
- C.** Upon notice of termination of this Agreement, students participating in clinical rotations at the Facility may complete such rotations, provided such completion does not exceed one (1) month after the effective date of termination.

III. RESPONSIBILITIES OF THE SCHOOL

- A.** School will identify the School faculty assigned to the student for the clinical rotation at the Facility, including contact information for such faculty. All School faculty shall be duly licensed, certified or otherwise qualified to supervise the students’ educational program. School faculty will provide the Facility with the course objectives for the clinical rotation prior to the beginning of such rotation.
- B.** School will require students to comply with Facility dress code and name tag requirements.
- C.** School will direct students to comply with the Facility's rules, policies, and supervision while participating in the clinical rotation. The Facility's rules and policies will be made available to the students at the beginning of the clinical rotation.
- D.** School shall obtain and maintain evidence that each assigned student has met the immunization and other health status requirements of the Facility and School for participation in the clinical rotation.
- E.** School faculty members shall be available by phone for both student and Facility personnel.
- F.** School shall require students to comply with the School's policies and code of conduct.
- G.** School assumes full responsibility for the education of its students and has the final authority to determine whether students have met the course objectives.
- H.** School will provide education related to the Health Insurance Portability and Accountability Act (“HIPAA”) for students prior to their participation in clinical rotations at Facility.

IV. RESPONSIBILITIES OF THE FACILITY

- A.** Facility will designate a supervisor to implement, plan, and coordinate clinical experiences with the School. The Facility supervisor will be the primary on-site resource for students during their clinical rotation.
- B.** Facility will provide orientation for students that will include, at a minimum, instruction on electronic medical records, HIPAA, security measures, fire safety, and disaster protocols.
- C.** Facility shall instruct students in its policies and procedures for infection control, including the handling and disposal of needles and other sharp objects, and Facility's protocol for injuries, including those resulting from needle stick injuries and other exposures to blood or body fluids or airborne contaminants.
- D.** In the event a student suffers injury or experiences a health threatening exposure while on the premise of the Facility, the Facility will coordinate emergency and assist with arranging follow up care. The student is solely responsible for the cost of any accepted emergency and follow-up care.
- E.** In instances where national and/or state professional certification is a prerequisite to function as a Facility supervisor, Facility will provide School with written documentation of the staff member's certification status.
- F.** Facility will provide School with credentials and proof of employment of supervisors assigned to instruction of students and notify School immediately if there is any adverse action against a supervisor or change in supervisor's employment status with the Facility.
- G.** Facility may immediately suspend any Student's placement in a clinical rotation at the Facility for cause. For cause events include, but are not limited to: a student's unprofessional or unethical behavior; failure by a Student to adhere to Facility policy or meet any necessary academic requirements; acts or omissions by a Student that endanger patient health and safety; arrest or conviction for any felony, or for any misdemeanor involving moral turpitude or theft; or use of alcohol, drugs, or other substances which, in Facility's sole judgment, may limit or adversely affect the student's activities and performance during a clinical rotation.
- H.** Facility may cancel, by notice in writing to the School, the placement of any Student whose performance or conduct is unsatisfactory. Prior to cancellation of any Student's placement, the Facility shall notify the School, provide the Student and the School with written justification for the Facility's proposed cancellation, and make reasonable efforts with the School to resolve the matter.
- I.** Facility will provide an evaluation of each student's performance during the clinical rotation in a format mutually agreeable to the parties.

- J.** Facility will notify School at the earliest practicable time if a student's performance is deficient, or student is unable to achieve course objectives based on demonstrated skills or proficiency.
- K.** Facility retains the ultimate responsibility for the patient care delivery and reserves the right to remove any student from the Facility for cause. Facility will use reasonable efforts to consult with the School faculty member assigned to the student prior to removal of the student from the Facility. .
- L.** Facility agrees to provide students with appropriate access to electronic medical records and to provide access to computer workstations and other equipment and databases, contingent upon student signing any required Facility access agreements and agreeing to abide by Facility's security procedures and policies, including but not limited to policies and procedures related to HIPAA.
- M.** Facility will permit the authority responsible for accreditation of School to inspect the facilities, services, and other items provided by the Facility, provided that such inspections will be conducted at a mutually agreeable time and be conducted in a manner that does not disrupt patient care.

V. RELATIONSHIPS, PRIVACY, AND CONFIDENTIALITY

- A.** School and Facility are independent parties, and neither party shall be considered the agent or partner of, or joint venturer with the other party. Neither party has the authority to act on behalf of, incur liabilities for, or bind the other party.
- B.** Students are not Facility's employees, servants, or agents and are not entitled to any compensation or other benefits of employees, such as workers' compensation benefits, life or health insurance or free health care. The only exception is that students will be considered members of Facility's "workforce" solely for purposes of HIPAA. Accordingly, students may have access to Protected Health Information, as defined in HIPAA.
- C.** Neither School nor any student shall disclose to any unauthorized person any confidential information of the Facility or its patients or employees. At no time during the term of this Agreement or after the termination of this Agreement for any reason, shall School, its agents, employees, faculty, or students, disclose to anyone any confidential or secret information concerning the business affairs, patients or operations, any trade secrets, new product developments, special or unique processes or methods, or any marketing, sales, advertising or other concepts or plans of Facility.
- D.** To the extent applicable to this Agreement, the parties agree to comply with the applicable requirements of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d ("HIPAA"), and any current and future regulations promulgated thereunder, including without limitation, the Federal Privacy Regulations contained in 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations"), the Federal Security Standards as contained in 45 C.F.R. Part 142 (the "Federal Security Regulations"), and the Federal

Standards for Electronic Transactions in 45 C.F.R. Parts 160 and 162 (the “Federal Transaction Standards”) on or before their official compliance dates. The parties agree not to use or further disclose any protected health information, as defined in 45 C.F.R. § 164.501, or individually identifiable health information, as defined in 42 U.S.C. §1320 (d) (collectively, the “Protected Health Information”), concerning a patient other than as permitted by this Agreement, the requirements of HIPAA, and the regulations promulgated under HIPAA including, without limitation, the Federal Privacy Regulations, the Federal Security Regulations, and the Federal Transaction Standards.

VI. INDEMNIFICATION AND INSURANCE

- A.** To the greatest extent permitted by law, School agrees to indemnify, hold harmless, and defend Facility from and against any and all third-party claims, suits, judgments, including reasonable attorney's fees and litigation expenses, based upon or arising out of the actual or alleged negligence, actions, or omissions of School or its employees, students, faculty, directors or officers. School agrees that the provisions of this section shall survive the termination of this Agreement.
- B.** School will obtain and maintain professional liability insurance in the amount of not less than \$1,000,000 for each occurrence and \$3,000,000 annual aggregate, and School will furnish appropriate evidence to the Facility of the existence of such insurance.
- C.** Where statutorily required, school provides voluntary compensation and employers liability coverage on its Worker’s Compensation Policy.

VII. MISCELLANEOUS

- A. Assignment.** Neither party may assign its rights or obligations hereunder without the prior written approval of the other; provided, however, that such an assignment may be made without prior approval to an entity which is related by virtue of a common parent corporation, or which is directly or indirectly wholly owned or controlled by the same entity as the assigning party. Any purported assignment in violation of the provision shall be null and void.
- B. Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto, and their successors and permitted assigns.
- C. Change in Law.** In the event there is a change in state or federal law, whether by statute, regulation, agency interpretation, or judicial decision, that in the reasonable opinion of the legal counsel to either party hereto renders any of the material terms of this Agreement unlawful or unenforceable, the applicable term(s) of the Agreement will be subject to renegotiation upon written notice to the other party to remedy such condition and conform the Agreement to the requirements of the law. If such renegotiation is unsuccessful within the thirty (30) day period of time following written notification, either party may terminate this Agreement without penalty.

- D. Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which, when taken together, will constitute one and the same agreement.
- E. Entire Agreement.** This Agreement constitutes the entire agreement of the parties hereto and supersedes all prior or contemporaneous agreements, undertakings, and understandings of the parties in connection with the subject matter hereof. No representation warranty, inducement, promise, understanding, or condition which is not set forth in this Agreement has been made or relied upon by Facility or School.
- F. Force Majeure.** Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (“Force Majeure”), to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic (including the Covid-19 pandemic), quarantine, civil commotion, breakdown of communication facilities, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, or generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder. The Parties acknowledge that while current events related to the Covid-19 pandemic are known, future impacts of the outbreak are unforeseeable and shall be considered a Force Majeure event to the extent that they prevent the performance of a party's obligations under this Agreement.
- G. Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of Georgia, without reference to its choice or conflict of law provisions. Each party hereby irrevocably consents to the exclusive jurisdiction of the federal and state courts located in the State of Georgia, for any action relating to this Agreement or any relationship between the parties, and the parties agree not to contest or challenge venue in any such courts.
- H. Headings.** The headings of this Agreement are inserted for convenience only and are not to be considered in the interpretation of this Agreement. The parties acknowledge that each party, and at each party’s discretion, its counsel, have reviewed and revised this Agreement and, consequently, any rule of construction that would hold that any ambiguities if found to be contained herein are to be resolved against the drafting party is not applicable in the interpretation of this Agreement.
- I. Independent Contractors.** The parties agree that each is at all times acting and performing as an independent contractor. Nothing in this Agreement shall be construed as creating a partnership, joint venture, or employment arrangement.
- J. Mediation.** The parties agree that they will endeavor to settle any dispute, controversy, or claim arising out of or relating to this Agreement, which they are unable to settle through direct discussions by mediation administered by a mutually acceptable

mediator before resorting to litigation. Each party shall share equally in the costs associated with any required mediation. If the parties are not able to promptly agree on a mediator, either party may initiate litigation and forego mediation in order to protect its legal rights and remedies.

K. Modification. Any modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will be binding only if evidenced in writing signed by each Party.

L. Notices. All notices, consents, or other communications which either party is required or may desire to give to the other under this Agreement shall be in writing and shall be given (a) by personal delivery; (b) by nationally recognized overnight carrier with proof of delivery; or (c) by deposit, postage prepaid, in the United States mail, certified or registered, return receipt requested, addressed to the parties at their respective addresses set forth below:

If to Facility: PT Solutions Holdings, LLC
1100 Circle 75 Pkwy., Suite 1400
Atlanta, GA 30339
Attn: Ryan Camon
cc: General Counsel

If to School: Illinois Eastern Community College District #529
233 E. Chestnut Street,
Olney, IL 62450
Attn: Kinsey Whitaker
Cc: _____

Any notice mailed in compliance with this section shall be deemed to have been given upon the earlier of receipt or three (3) days after deposit, except that notice of change of address shall not be deemed effective until actual receipt by the intended recipient.

M. Nondiscrimination. Neither party shall discriminate on the basis of race, color, sex, age, religion, national origin, sexual orientation, pregnancy, marital status, veteran status, or handicap in providing services under this Agreement or in the selection of employees or independent contractors.

N. No Additional Benefits. Facility shall have no duty to provide students or faculty any transportation, meals, living expenses, or health care services, other than those specified elsewhere in this Agreement.

O. Severability. If any provision of this Agreement is found to be unlawful or unenforceable, the remaining portions of this Agreement continue in full force and effect, and the parties or a Court must replace the unlawful and unenforceable provision with one that is lawful and enforceable, and which gives the fullest effect to the intent of the parties expressed in this Agreement.

- P. Survival.** Any provisions of this Agreement creating obligations extending beyond the term of this Agreement will survive the expiration or termination of this Agreement, regardless of the reason for such termination.
- Q. Third Parties.** Except as specifically set forth in this Agreement, this Agreement does not create any right enforceable by any third party.
- R. Waiver.** Any waiver of a provision of this Agreement must be in writing. The failure to insist upon strict adherence to a term of this Agreement shall not be considered a waiver. A waiver of any breach of any provision of this Agreement will not be construed to be a waiver of any other breach of this Agreement, whether of a similar or dissimilar nature.

[Signature page follows]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date and year first above written.

FACILITY:

SCHOOL:

By: _____

By: _____

Name: Liezl Tolentino

Name: Gary Carter

Title: Chief People Officer

Title: Chairman, IECC Board of Trustees

Date: _____

Date: _____

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 15, 2024

RE: Bid Exception Under 805/3-27.1

Through the Postsecondary Perkins Basic Grants, the District has the opportunity to enhance the instructional equipment and curriculum for the welding programs at Olney Central and the Terry L Bruce West Richland Center. The approved budget includes the purchase of a VRTEX® 360 Compact virtual welder manufactured by Lincoln Electric.

The District, including the welding faculty, have reviewed a variety of available virtual welders and have determined that the Lincoln Electric fits the needs of the program and grant. The VRTEX® 360 is a complete integrated hardware and software solution offering a realistic experience for both the student and instructor. The product additionally offers real-time feedback on the quality of the weld and for instructor review and guidance.

Under ILCS 805/3-27.1(1), the Board may approve contracts for purchases of goods or services which are economically procurable from only one source. The Lincoln Electric VRTEX® 360 Compact virtual welder is available only through Lincoln Electric certified dealers and the manufacturer establishes the price. I ask the Board to approve the expenditure, which will be purchased from American Welding & Gas, Inc. for \$34,898.94. The expenditure is 100% supported by the Postsecondary Perkins award passed through the Illinois Community College Board.

RG/akb
Attachment



THE LINCOLN ELECTRIC COMPANY

22801 Saint Clair Avenue • Cleveland, Ohio 44117 • U.S.A. Tel: +1 (216) 481-8100 • Fax: +1 (216) 486-1751

May 1, 2024

To Whom it May Concern:

The Lincoln Electric Company, headquartered in Cleveland, Ohio, is the sole developer and manufacturer of the Lincoln Electric VRTEX® 360 Compact, virtual reality arc welding system, which is described in detail herein. The VRTEX® 360 Compact includes the following unique features:

- Joint configurations: Flat plate, Tee joint, Groove joint, 6 inch diameter schedule 40 pipe and 2 inch diameter XXS pipe
- Multiple welding processes including SMAW (E6010, E 6013, E7018), GMAW (Short arc, Axial Spray, Pulse and STT®), FCAW (Gas-shielded and Self-shielded) and GTAW (With and Without Filler Metal)
- Support for multi-positions including (2F, 3F, 4F, 5F (Pipe on Plate only), 1G, 2G, 3G, 4G, 5G, 6G
- Retractable SMAW device
- Oxyfuel Cutting Software Feature (Additional Purchase Required)
- TIG Torch, TIG Consumable and foot pedal
- Realistic and differentiated welding puddle per welding process
- Equipment interaction and set-up

The Lincoln Electric virtual reality arc welding system, the VRTEX® 360 Compact is a stand-alone system that uses virtual reality technology to simulate the welding processes for training purposes. VRTEX® 360 Compact simulator is a proprietary product that combines physical props with virtual reality to create a one of a kind experience that includes tactile, visual, and auditory cues in an easy to use format. The VRTEX® 360 Compact simulator is the only product that is a multi-process focused piece of equipment with a variety of joint configurations including pipe and flat plate. The simulator is also unique in that it covers multiple welding positions, while providing an augmented reality experience including tactile, visual, and audio feedback.

VRTEX® 360 Compact simulators combine proprietary hardware with proprietary physics modeling to create a welding experience that looks, sounds, and feels real. Further, the VRTEX® 360 Compact simulator provides a variety of instructor tools that allow the instructor to customize the system to match welding curriculum. This includes an 'instructor cam' feature which provides real time visual inspection of the weld and the student's technique while the student is welding and afterwards for inspection. These instructor tools allow the instructor to use the simulator to teach techniques and processes that are mission critical. The VRTEX® 360 Compact welding simulator is designed to easily fit into an existing training curriculum.

Status	Patent Numbe	Application Date	Application Number	Title
Application		8/21/2008	61/090,794	WELDING SIMULATOR
Patent	D615573	7/10/2009	29/339,980	MOCK WELDING ELECTRODE HOLDER
Patent	D614217	7/10/2009	29/339,979	SIMULATOR WELDING COUPON STAND
Application		7/10/2009	29/339,978	WELDING SIMULATOR CONSOLE
Application		7/10/2009	12/501,263	VIRTUAL REALITY PIPE WELDING SIMULATOR
Application		7/10/2009	12/501,257	SYSTEM AND METHOD PROVIDING ARC WELDING TRAINING IN A REAL-TIME SIMULATED VIRTUAL REALITY ENVIRONMENT USING REAL-TIME WELD
Application		7/17/2009	12/504,870	WELDING SIMULATOR
Application		5/27/2010	61/349,029	VIRTUAL REALITY SIMULATOR

Best regards,

Denise L Sirochman

Denise Sirochman
 Product Manager, Education
 Lincoln Electric

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 15, 2024

RE: Health & Dental Insurance – Calendar Year 2025

The District has received renewal rates for the group health and dental insurance plans for the calendar year 2025. The Board must consider renewal of the District's health and dental insurance plans in order to timely prepare for annual open enrollment in October and November 2024.

Plan offerings will remain the same as past years, with four plan options. Health plan options continue to rise with the national average for health insurance projected to increase by 5-6% in 2025. However, the District's initial rate renewal came in at 20% despite strong claims to premiums performance over the year-to-date and rolling twelve months analysis.

After receiving the initial plan renewal from BlueCross BlueShield, IECC considered multiple options including marketing the plan and plan redesigns. Through our benefit consultants, HUB, self-insurance options have also been considered. Ultimately, the best option for IECC is to move to a self-insured plan for both medical and dental through the Community College Health Consortium (CCHC). This self-insured plan will also be through BlueCross BlueShield. The District network will not change as a result of this.

By moving to a self-insured plan, rate renewals will remain flat against 2024 premiums. The District will need to establish an internal reserve of \$800,000 (20% of projected claims) for potential claims in excess of premiums and claim runout. This will save the District an estimated \$600,100 in premium costs by not renewing in a fully-insured plan through BlueCross BlueShield.

For plan year 2025, the District recommends that the Board continue to provide for 100% of the employee cost of IECC Option 2 health insurance offering (HDHP4). This rate will be \$962.28, which is flat against 2024. Employees selecting the IECC Option 1 (HDHP3) will have contributions applied to their monthly premiums up to 100% of the employees cost of the HDHP4 plan.

For dental benefits, the CCHC utilizes Delta Dental. IECC has performed a review of providers with Delta Dental and BlueCross BlueShield and found there is virtually no disruption in providers that are in-network. Benefits are identical to existing plan design with modest improvements. By selecting this self-insured plan option, the District will see a premium decrease

of 9%, a savings of approximately \$13,500. The District recommends that the Board continue to provide 100% of the employee cost of \$26.08 per month for dental benefits.

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

As required by the Affordable Care Act, the January 1, 2025, renewal will continue to include Level 2 employees who average between 30-39.99 hours of service per week. These employees are eligible for health insurance benefits and will pay 9% of their gross wages towards the cost of the premiums if enrolled.

Attached are the negotiated rates for 2025. I recommend that the Board accept these plans and premiums for calendar year 2025 as outlined in the following attachments.

RG/akb
Attachments

**IECC Marketplace Options (Health Insurance)
Community College Health Consortium - Self-Insured Plan
Calendar Year 2025**

Benefit	Option #1 - HDHP3		Option #2 - HDHP4		Option #3 - Custom HSA		Option #4 - PPO Plus	
Deductible								
- Per Person	\$ 6,000		\$ 2,650 **		\$ 1,750		\$ 500	
- Per Family	\$ 12,000		\$ 5,300 **		\$ 3,500		\$ 1,000	
Coinsurance	80%		100%		100%		80%	
Preventative Care	100%		100%		100%		100%	
In-Network Medical								
Out-of-Pocket								
- Per Person	\$ 6,000		\$ 5,300		\$ 3,250		\$ 3,000	
- Per Family	\$12,000		\$ 10,600		\$ 6,500		\$ 7,000	
Rates	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium
Employee	\$ 889.38	\$ (72.90)	\$ 962.28	\$ -	\$ 1,039.92	\$ 77.64	\$ 1,111.74	\$ 149.46
Employee & Spouse	\$ 1,916.21	\$ 953.93	\$ 2,073.29	\$ 1,111.01	\$ 2,240.57	\$ 1,278.29	\$ 2,395.34	\$ 1,433.06
Employee & Child(ren)	\$ 1,418.10	\$ 455.82	\$ 1,534.32	\$ 572.04	\$ 1,658.14	\$ 695.86	\$ 1,772.66	\$ 810.38
Full Family	\$ 2,587.88	\$ 1,625.60	\$ 2,800.01	\$ 1,837.73	\$ 3,025.93	\$ 2,063.65	\$ 3,234.94	\$ 2,272.66

**** Embedded deductibles**

**IECC Marketplace Options (Dental Insurance)
Community College Health Consortium - Self-Insured Plan
Calendar Year 2025**

Rates	Calendar 2025	
	Total Premium	EE Net Premium
Employee	\$ 26.08	\$ -
Employee & Spouse	\$ 52.17	\$ 26.09
Employee & Child(ren)	\$ 62.20	\$ 36.12
Full Family	\$ 91.29	\$ 65.21

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 15, 2024

RE: Health Savings Accounts, Calendar Year 2025

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

Historically, the Board has contributed \$1,000 to each qualifying employee's HSA on an annual basis. This contribution is for bargaining unit faculty and non-bargaining unit employees working at least 40 hours of service per week and enrolled in one of the three qualifying high-deductible health options. Qualifying employees that begin mid-year receive a pro-rated contribution.

I recommend that the Board continue to make a \$1,000 contribution for Calendar Year 2025 to each qualified employee's HSA. A qualified employee being all bargaining unit faculty employees and all non-bargaining unit employees working at least 40 hours of service per week as defined in Business Procedure 300.1 for Employee Benefits.

RG/akb

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 15, 2024
RE: HLC Assurance Argument

The Higher Learning Commission (HLC) is an institutional accreditor recognized by the U.S. Department of Education. It accredits institutions of higher education across 19 states using a peer evaluation system. Every ten years, institutions are required to submit an Assurance Filing 30 days before an on-site evaluation team visit.

The HLC steering committee, consisting of Dr. Paul Bruinsma (chair), Dr. Matt Fowler, Libby McVicker, Brandon Weger, Drew McMurray, Eva Fatheree, and Chris Heindselman, has prepared the Assurance Filing for IECC, which will be submitted to the HLC on or before November 4, 2024. This document demonstrates how the District continues to meet the HLC's Criteria for Accreditation.

An evaluation team of five members will visit on December 2 and 3 to verify the information provided in our Assurance Filing and ask questions to gain a deeper understanding of how IECC operates and delivers quality education to its students.

The Assurance Argument has been sent electronically to Board members, and I ask that the Board accept the document and approve me to submit it to the HLC.

RG/pb

Attachment

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 15, 2024

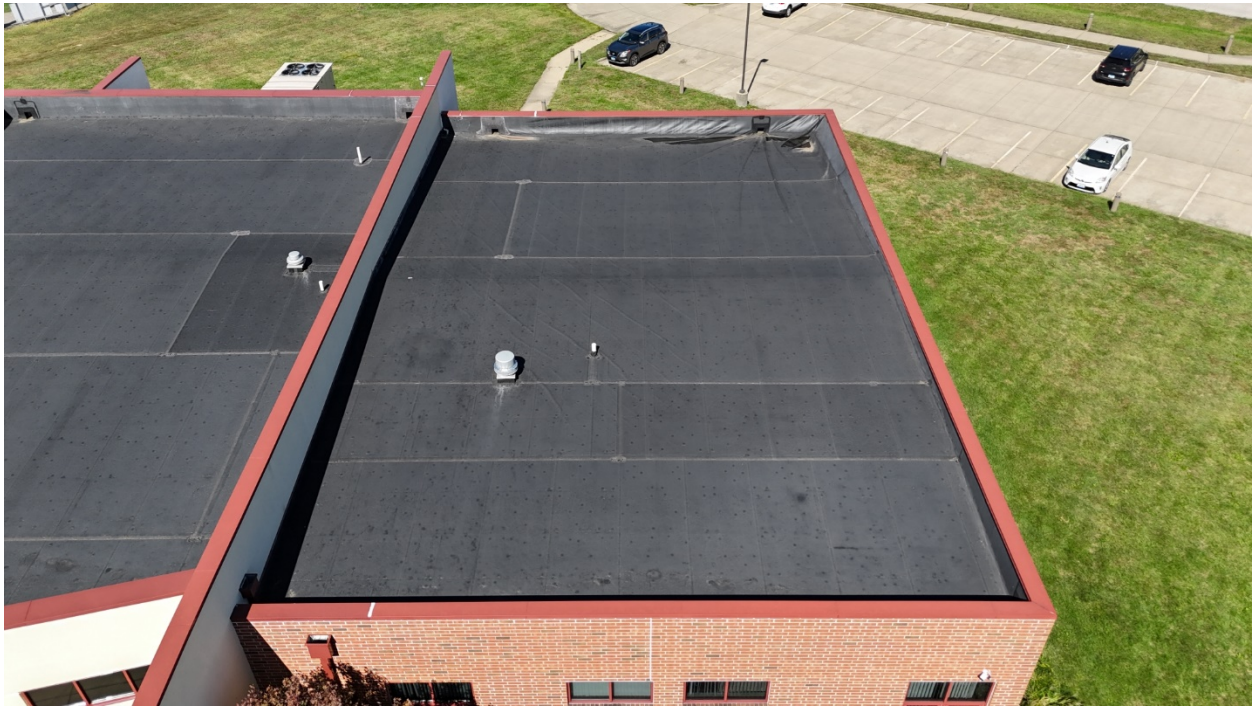
RE: Emergency Repair Clemence Elizabeth Cox Hall Building Roof Replacement

The east roof of the Clemence Elizabeth Cox Hall needs emergency repair to prevent continued deterioration and interior damage from water leaks. The roof has been evaluated by two roofing vendors to supply information on potential repairs that could be performed. One vendor indicated that repairing the roof is not feasible and that a complete replacement would be required. That vendor did not wish to submit a quote.

The second vendor, Martinsville Roofing Company, out of Martinsville, IL also reviewed the condition of the roof. They too felt a complete replacement of the east side was necessary to correct the condition. The quote to replace the approximately 4,160 square foot section of roof with 60MIL black EPDM is \$34,864. The replacement will come with a 20-year manufacturer's written warranty.

Under ILCS 805/3-27.1(m), a $\frac{3}{4}$ majority of the Board may approve such an expenditure. I ask the Board to approve the expenditure and allow the District to begin the process of replacing this section of the roof.

RG/akb









BID COMMITTEE REPORT

October 15, 2024

Frontier Community College

1. New Electric Zero Turn Mower

TO: Board of Trustees

FROM: Bid Committee

DATE: October 15, 2024

RE: New Electric Zero Turn Mower for FCC

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 Act Tire & Auto for \$22,450.00 and Outdoor Power LLC for \$20,199.00 for a combined total of \$42,649.00.

New Electric Zero Turn Mower (FCC)	
Company	Base Bid
Act Tire and Auto Flora, IL	\$22,450.00
FAS and Service Mount Vernon, IL	\$33,611.50
Outdoor Power LLC Mount Vernon, IL	\$22,999.00 \$20,199.00 Demo \$29,999.00 Toro
Taza Supplies South Holland, IL	\$37,860.00
Weston's Lawn Service Lawrenceville, IL	\$32,399.00
Wright Implement Owensboro, KY	\$19,200.00 \$22,108.31 Greenworks

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Sonja Wease

Department: Frontier Community College O & M.

Source of Funds: Funds are being provided through the Illinois Green Economy Network (IGEN) grant.

Rationale for Purchase: The lowest responsible bidder in conformity with specifications.

This project is part of grant funding and will be used to support mowing at the Frontier Community College campus while reducing operational costs. The lowest quote that is in conformity with bid specifications comes from Outdoor Power LLC for a Stihl RZA 760 mower. ACT Tire and Auto also offered this same mower at the next lowest bid. The recommendation is to purchase the same

mower for consistency in operation and service rather than purchase the Greenworks mower from Wright Implement for \$341.69 less.

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 bid for a New Electric Zero Turn Mower for Frontier Community College 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, October 8, 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

Unit Costs Bids will be received for the following:

- New 60” commercial electric zero-turn riding mower
- Preferred brand: eXmark
- Minimum 60V 23.4kWh HyperCell battery system
- USB plug-in
- Cup holder
- Adjustable hydraulically dampened twin steering control levers
- Unibody welded frame
- Seat with bolstered suspension
- Infinitely variable speed from 0 to 11 mph
- Electric drive
- Floating deck with side discharge
- Battery charge level indicator
- Three blades at 20.5 length
- Minimum run time of 7 hours per charge
- 2-post foldable ROPS with seat belt and latch
- Maximum weight 1,450 lbs
- 5-year warranty

Bids should include all items bid as one contract price. Delivery should be made within 90 days of bid award.

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 bid.

SPECIAL PROVISIONS

Funds are being provided through the Illinois Green Economy Network (IGEN) grant.

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 Electric Zero Turn Mower

Unit Costs Bids will be received for the following:

- New 60” commercial electric zero-turn riding mower
- Preferred brand: eXmark
- Minimum 60V 23.4kWh HyperCell battery system
- USB plug-in
- Cup holder
- Adjustable hydraulically dampened twin steering control levers
- Unibody welded frame
- Seat with bolstered suspension
- Infinitely variable speed from 0 to 11 mph
- Electric drive
- Floating deck with side discharge
- Battery charge level indicator
- Three blades at 20.5 length
- Minimum run time of 7 hours per charge
- 2-post foldable ROPS with seat belt and latch
- Maximum weight 1,450 lbs
- 5-year warranty

Note: Following Board approval, bids will be awarded on October 16, 2024.

ALL FREIGHT, SHIPPING, DELIVERY CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO FRONTIER COMMUNITY COLLEGE, 2 FRONTIER DRIVE, FAIRFIELD, IL 62837. 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 _____

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.

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
September 30, 2024**

FUND	BALANCE
Educational	\$ 8,180,357.68
Operations & Maintenance	788,184.02
Operations & Maintenance (Restricted)	3,679,427.01
Bond & Interest	1,000,234.01
Auxiliary	24,254.52
Restricted Purposes	(60,515.95)
Working Cash	6,009.50
Trust & Agency	623,763.21
Audit	(5,353.41)
Liability, Protection & Settlement	169,761.80
TOTAL ALL FUNDS	<u>\$ 14,406,122.39</u>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
September 30, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 8,206,658	\$ 788,184	\$ 3,679,427	\$ 1,000,234	\$ 44,755	\$ (60,516)
Investments	8,545,332	2,769,154	7,299,562	-	3,419,336	-
Accounts Receivable	1,336,282	130,423	-	-	475,367	-
Other Receivables	664,641	48,161	104,949	-	4,023	70,078
Restricted Cash	-	-	4,614,304	-	-	-
Inventory	-	-	-	-	625,408	-
Other Assets	258,783	-	-	-	-	467,338
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 19,011,696</u>	<u>\$ 3,735,922</u>	<u>\$ 15,698,242</u>	<u>\$ 1,000,234</u>	<u>\$ 4,568,889</u>	<u>\$ 476,900</u>
LIABILITIES						
Accounts Payable	\$ 33,982	\$ 40,827	\$ -	\$ -	\$ 23,433	\$ 11,768
Accrued Payroll Liabilities	24,101	-	-	-	-	-
Other Accrued Liabilities	17,458	-	25,664	-	43,594	(72,936)
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>75,541</u>	<u>40,827</u>	<u>25,664</u>	<u>-</u>	<u>67,027</u>	<u>(61,168)</u>
FUND BALANCES						
Non-Spendable	-	-	-	-	625,408	-
Restricted						
Board Designated	10,673,916	1,302,852	-	-	-	-
Other Purposes	-	1,335,317	10,727,296	1,000,234	-	-
Encumbered	12,216,954	1,056,926	4,945,282	-	1,983,704	1,534,590
Unassigned	(3,954,715)	-	-	-	1,892,750	(996,522)
Total Fund Balances	<u>18,936,155</u>	<u>3,695,095</u>	<u>15,672,578</u>	<u>1,000,234</u>	<u>4,501,862</u>	<u>538,068</u>
Total Liabilities and Fund Balances	<u>\$ 19,011,696</u>	<u>\$ 3,735,922</u>	<u>\$ 15,698,242</u>	<u>\$ 1,000,234</u>	<u>\$ 4,568,889</u>	<u>\$ 476,900</u>

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
September 30, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 6,010	\$ 623,763	\$ (5,353)	\$ 169,762	\$ 14,452,924
Investments	6,156,573	-	-	-	28,189,957
Accounts Receivable	-	-	-	-	1,942,072
Other Receivables	145,914	81,754	-	-	1,119,520
Restricted Cash	-	-	-	-	4,614,304
Inventory	-	-	-	-	625,408
Other Assets	-	-	-	-	726,121
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 6,308,497</u>	<u>\$ 705,517</u>	<u>\$ (5,353)</u>	<u>\$ 169,762</u>	<u>\$ 51,670,306</u>
LIABILITIES					
Accounts Payable	\$ -	\$ 910	\$ -	\$ 3,380	\$ 114,300
Accrued Payroll Liabilities	-	-	-	-	24,101
Other Accrued Liabilities	-	(1,500)	-	-	12,280
Due to Other Funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>(590)</u>	<u>-</u>	<u>3,380</u>	<u>150,681</u>
FUND BALANCES					
Non-Spendable	6,315,000	-	-	-	6,940,408
Restricted					
Board Designated	-	-	-	-	11,976,768
Other Purposes	(6,503)	695,760	-	155,253	13,907,357
Encumbered	-	10,347	-	11,129	21,758,932
Unassigned	-	-	(5,353)	-	(3,063,840)
Total Fund Balances	<u>6,308,497</u>	<u>706,107</u>	<u>(5,353)</u>	<u>166,382</u>	<u>51,519,625</u>
Total Liabilities and Fund Balances	<u>\$ 6,308,497</u>	<u>\$ 705,517</u>	<u>\$ (5,353)</u>	<u>\$ 169,762</u>	<u>\$ 51,670,306</u>

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended September 30, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	\$ 1,728,509	\$ 667,853	\$ 75,400	\$ 639,348	\$ -	\$ -
Replacement Taxes	-	43,105	-	-	-	-
ICCB Grants	3,608,097	-	-	-	-	96,420
Federal Grants	-	-	-	-	-	925,266
Tuition & Fees	6,352,707	492,103	-	-	71,026	-
Charges for Services	16,193	21,175	-	-	1,034,507	-
Interest	58,496	11,210	44,430	3,718	43,053	345
Other Revenues	28,869	30	13,000	-	24,627	62,169
Total Revenues	<u>11,792,871</u>	<u>1,235,476</u>	<u>132,830</u>	<u>643,066</u>	<u>1,173,213</u>	<u>1,084,200</u>
EXPENDITURES						
Payroll	3,132,398	295,183	-	-	505,620	402,491
Benefits	568,260	62,489	-	-	55,221	90,454
Contractual Services	498,607	139,616	43,739	-	94,062	263,604
Supplies	562,748	72,560	1,073	-	645,606	47,889
Travel	40,738	-	-	-	87,827	9,336
Fixed	5,535	-	-	-	131,030	306
Utilities	14,950	304,874	-	-	-	-
Capital Outlay	61,326	143,720	(181,049)	-	14,100	342,090
Other	40,481	50	-	-	28,804	441,322
Scholarships, Student Grants, & Waivers	2,387,211	-	-	-	98,826	38,067
Total Expenditures	<u>7,312,254</u>	<u>1,018,492</u>	<u>(136,237)</u>	<u>-</u>	<u>1,661,096</u>	<u>1,635,559</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>4,480,617</u>	<u>216,984</u>	<u>269,067</u>	<u>643,066</u>	<u>(487,883)</u>	<u>(551,359)</u>
TRANSFERS						
Net Transfers	(452,898)	10,000	-	-	442,898	-
Total Transfers	<u>(452,898)</u>	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>442,898</u>	<u>-</u>
Net Change in Fund Balance	<u>4,027,719</u>	<u>226,984</u>	<u>269,067</u>	<u>643,066</u>	<u>(44,985)</u>	<u>(551,359)</u>
Fund Balance - Beginning	14,908,436	3,468,111	15,403,511	357,168	4,546,847	1,089,427
Fund Balance - Ending	<u>\$ 18,936,155</u>	<u>\$ 3,695,095</u>	<u>\$ 15,672,578</u>	<u>\$ 1,000,234</u>	<u>\$ 4,501,862</u>	<u>\$ 538,068</u>

Illinois Eastern Community Colleges
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
 For the Period Ended September 30, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES					
Property Taxes	\$ -	\$ -	\$ 24,194	\$ 506,392	\$ 3,641,696
Replacement Taxes	-	-	-	-	43,105
ICCB Grants	-	-	-	-	3,704,517
Federal Grants	-	-	-	-	925,266
Tuition & Fees	-	-	-	-	6,915,836
Charges for Services	-	1,192	-	-	1,073,067
Interest	1,387	3,755	38	747	167,179
Other Revenues	-	253,214	-	1,428	383,337
Total Revenues	<u>1,387</u>	<u>258,161</u>	<u>24,232</u>	<u>508,567</u>	<u>16,854,003</u>
EXPENDITURES					
Payroll	-	-	-	-	4,335,692
Benefits	-	-	-	62,975	839,399
Contractual Services	-	380	30,200	92,025	1,162,233
Supplies	-	1,348	-	360	1,331,584
Travel	-	(4,338)	-	-	133,563
Fixed	-	-	-	533,011	669,882
Utilities	-	-	-	-	319,824
Capital Outlay	-	-	-	-	380,187
Other	-	(86,178)	-	3,380	427,859
Scholarships, Student Grants, & Waivers	-	192,407	-	-	2,716,511
Total Expenditures	<u>-</u>	<u>103,619</u>	<u>30,200</u>	<u>691,751</u>	<u>12,316,734</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,387</u>	<u>154,542</u>	<u>(5,968)</u>	<u>(183,184)</u>	<u>4,537,269</u>
TRANSFERS					
Net Transfers	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>1,387</u>	<u>154,542</u>	<u>(5,968)</u>	<u>(183,184)</u>	<u>4,537,269</u>
Fund Balance - Beginning	<u>6,307,110</u>	<u>551,565</u>	<u>615</u>	<u>349,566</u>	<u>46,982,356</u>
Fund Balance - Ending	<u>\$ 6,308,497</u>	<u>\$ 706,107</u>	<u>\$ (5,353)</u>	<u>\$ 166,382</u>	<u>\$ 51,519,625</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
September 30, 2024

Unaudited

	ALL FUNDS	
	Fiscal	Fiscal
	Year	Year
	2025	2024
ASSETS:		
CASH	\$ 14,406,122	\$ 15,994,671
IMPREST FUND	21,300	21,300
CHECK CLEARING	25,500	14,500
CDB PROJECT TRUST	4,614,304	3,946,504
PREPAID EXPENSES	258,783	254,319
INVESTMENTS	28,189,958	24,136,973
RECEIVABLES	2,694,267	2,696,776
ACCRUED REVENUE	367,328	163,779
INTERFUND RECEIVABLES	-	-
INVENTORY	625,408	701,173
OTHER ASSETS	467,338	440,364
FIXED ASSETS (Net of Depr)	31,528,189	24,174,731
TOTAL ASSETS AND OTHER DEBITS:	\$ 83,198,497	\$ 72,545,090
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ 24,101	\$ 270
ACCOUNTS PAYABLE	57,466	446,527
DEFERRED REVENUE	69,116	110,878
L-T DEBT GROUP (FUND 9)	8,683,496	4,255,237
OPEB (Prior Year Restated for GASB 75 Implementation)	6,280,647	5,856,409
OTHER LIABILITIES	-	-
TOTAL LIABILITIES:	15,114,826	10,669,321
FUND BALANCES:		
FUND BALANCE	29,760,693	28,564,015
INVESTMENT IN PLANT (Net of Depr)	31,528,189	24,174,731
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(14,964,143)	(10,111,646)
RESERVE FOR ENCUMBRANCES	21,758,932	19,248,669
TOTAL EQUITY AND OTHER CREDITS	68,083,671	61,875,769
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 83,198,497	\$ 72,545,090

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2023-2025**

College	Category	FISCAL YEAR 2023			FISCAL YEAR 2024			FISCAL YEAR 2025			
		Budget	Spent Thru September	% of Budget	Budget	Spent Thru September	% of Budget	Tentative Budget	Spent Thru September	% of Budget	% of Year
Frontier	Bills		\$ 154,456			\$ 154,421			\$ 167,803		
	Payroll		448,815			462,650			481,115		
	Waivers		321,966			343,760			180,927		
	Totals	\$ 3,873,183	925,237	15%	\$ 3,936,161	960,831	24%	\$ 4,523,243	829,845	18%	25%
Lincoln Trail	Bills		\$ 226,527			\$ 265,473			\$ 263,178		
	Payroll		440,847			455,480			521,530		
	Waivers		393,726			471,521			325,533		
	Totals	\$ 4,727,391	1,061,100	15%	\$ 4,480,373	1,192,474	27%	\$ 4,760,106	1,110,241	23%	25%
Olney Central	Bills		\$ 361,402			\$ 636,442			\$ 578,640		
	Payroll		875,709			867,342			848,604		
	Waivers		312,053			369,560			259,790		
	Totals	\$ 7,402,072	1,549,164	12%	\$ 7,643,937	1,873,344	25%	\$ 7,622,079	1,687,034	22%	25%
Wabash Valley	Bills		\$ 324,038			\$ 428,524			\$ 347,544		
	Payroll		621,324			592,566			574,456		
	Waivers		638,620			686,005			429,056		
	Totals	\$ 6,271,689	1,583,982	16%	\$ 5,915,330	1,707,095	29%	\$ 5,816,006	1,351,056	23%	25%
Workforce Educ.	Bills		\$ 36,921			\$ 37,585			\$ 42,574		
	Payroll		148,034			153,644			157,943		
	Waivers		328,869			488,151			606,814		
	Totals	\$ 2,761,446	513,824	10%	\$ 2,619,370	679,380	26%	\$ 2,740,542	807,331	29%	25%
District Wide	Bills		\$ 487,473			\$ 876,084			\$ 1,116,553		
	Payroll		798,135			984,671			843,933		
	Waivers		8,950			143,487			584,753		
	Totals	\$ 10,045,343	1,294,558	13%	\$ 9,886,500	559,362	6%	\$ 9,389,968	2,545,239	27%	25%
GRAND TOTALS		\$ 35,081,124	\$ 6,927,865	20%	\$ 34,481,671	\$ 6,972,486	20%	\$ 34,851,944	\$ 8,330,746	24%	25%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Revenues & Expenditures Report
For the Period Ended September 30, 2024

Unaudited

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Property Taxes	\$ 2,396,362	18.42%	\$ 2,178,295	10.93%	\$ 218,067
Replacement Taxes	43,105	0.33%	57,570	0.63%	(14,465)	-25.126%
ICCB Grants	3,608,097	27.74%	3,321,959	14.46%	286,138	8.614%
Tuition & Fees	6,844,809	52.62%	6,835,466	73.28%	9,343	0.137%
Charges for Services	38,993	0.30%	32,308	0.18%	6,685	20.691%
Interest	49,662	0.38%	66,154	0.40%	(16,492)	-24.930%
Other Revenues	27,278	0.21%	18,878	0.11%	8,400	44.496%
	<u>\$ 13,008,306</u>	<u>100.00%</u>	<u>\$ 12,510,630</u>	<u>100.00%</u>	<u>\$ 497,676</u>	<u>3.978%</u>

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Salaries	\$ 3,427,581	41.14%	\$ 3,516,353	29.66%	\$ (88,772)
Employee Benefits	630,749	7.57%	641,154	7.06%	(10,405)	-1.623%
Contractual Services	638,223	7.66%	588,701	8.82%	49,522	8.412%
Materials	635,308	7.63%	625,504	7.14%	9,804	1.567%
Travel & Staff Development	40,738	0.49%	47,258	0.46%	(6,520)	-13.797%
Fixed Charges	5,535	0.07%	8,807	0.15%	(3,272)	-37.152%
Utilities	319,824	3.84%	317,771	3.02%	2,053	0.646%
Capital Outlay	205,046	2.46%	116,197	1.72%	88,849	76.464%
Other	2,427,742	29.14%	2,555,621	41.97%	(127,879)	-5.004%
	<u>\$ 8,330,746</u>	<u>100.00%</u>	<u>\$ 8,417,366</u>	<u>100.00%</u>	<u>\$ (86,620)</u>	<u>-1.029%</u>

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

	Funding Source	Estimated Budget										
Center for Technology - LTC	CDB	\$11,160,000										
Applied Technology Center - OCC	CDB	\$3,076,400										
Power Hub - WVC	CDB	\$300,000										
Parking Lot Resurfacing	CDB	\$918,392										
LTC - Crawford County Recreational Center	Local	\$4,779,011										
WVC - Main Hall Roof Replacement	PHS	\$253,800										
LTC - Athletic Facility	2023 Debt Certificates	\$2,400,300										
OCC - 370 kW Solar Array	2023 Debt Certificates	\$1,472,990										
OCC - Salvage Vehicle Storage	Deferred Maintenance	\$40,000										
WVC - Athletic Facility	Insurance Proceeds	\$2,549,720										
LTC - Natatorium Pool Liner Replacement	DCEO Grant	\$212,604										
GRAND TOTAL		\$26,950,613	Board Approval	Preliminary Design	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted	

9/30/2024

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 15, 2024
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the October 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. Annual Bonus for MIT Instructors**
- 400.3. Employee Position Title Changes**
- 400.4. Approval of Proposed Non-College Employment**
- 400.5. Resignation Ratification**
- 400.6. Retirement Ratification**

PERSONNEL REPORT

400.1 Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Darrell Handelsman, Interim Head Baseball Coach, OCC effective September 30, 2024

B. Professional, Non-Faculty, Non-Exempt

1. Jennifer Jennings, Assistant Director, TRIO Upward Bound effective October 21, 2024
2. Jayden Pinkston, Information Systems Technician, LTC effective October 21, 2024

400.2 Annual Bonus for MIT Instructors

400.3 Employee Position Title Changes

- A. Position title change for all TRIO Student Support Services Academic Counselors to TRIO Student Support Services Academic Advisors
1. Annie Lankford
 2. Caleb Kamplain
 3. Annie Matthews
 4. Cindy Smith

400.4 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours/Days per Academic Month</u>
Becky Coleman	Richland Nursing & Rehab Olney, IL	4 days per month

400.5 Resignation Ratification

1. Vanessa Lowe, Nursing Instructor, WVC effective September 20, 2024
2. Joseph Brown, Truck Driving Instructor effective October 8, 2024

400.6 Retirement Ratification

1. Pauletta Gullett, Nursing Instructor, LTC effective December 31, 2024