

Illinois Community College Board

407th Meeting Agenda and Materials

March 21, 2014

**Danville Area Community College
Room 302
2000 East Main Street
Danville, IL**



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401 East Capitol Avenue * Springfield, Illinois 62701-1711 * Telephone: (217) 785-0123

Agenda
407th Meeting of the
Illinois Community College Board
Danville Area Community College
Room 302
2000 East Main Street
Danville, IL

March 21, 2014

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17. Adjournment	—

Illinois Community College Board

**ILLINOIS COMMUNITY COLLEGE BOARD GUIDED PATHWAYS
SYSTEM RESOLUTION**

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby adopts the following resolution:

Illinois Community College Board Resolution

WHEREAS, every student deserves the opportunity to enroll and succeed in higher education; and

WHEREAS, community colleges have an open access mission and have the responsibility to guide students toward successful outcomes in their chosen fields; and

WHEREAS, students making poor or uninformed degree or credit choices are more likely to leave school with debt and without meaningful credentials; and

WHEREAS, the community college system has engaged career & technical education in the development of programs of study through the Carl D. Perkins Career & Technical Education Act, that has focused on articulating high school to college and career curricula, streamlining college degree requirements and mapping degree needs; and

WHEREAS, the community college system has engaged in the expansion and enhancement of dual credit opportunities across the system, focused on providing early college credit opportunities and streamlining of degree requirements, and seamless transition to baccalaureate institutions; and

WHEREAS, the community college system has engaged in adult education and family literacy efforts to articulate adult education programs to career curricula through the Accelerating Opportunity Initiative, the Illinois Career & Academic Pathways System, and the development of bridge programs; and

WHEREAS, the Illinois Community College Board's Longitudinal Data System continues to allow stakeholders to understand the impact of students in pathway systems with their education and employment outcomes; and

WHEREAS, the Guided Pathways to Success is consistent with the current and ongoing efforts of the Illinois Community College Board and the Illinois community college system; and therefore, be it further

RESOLVED, that the Illinois Community College Board urges all community colleges to examine and consider the implementation of guided pathways to success insofar as these efforts are consistent with current and ongoing efforts by the board and the system aimed at articulating high school to college curriculum, streamlining degree requirements, and smoothing the transition for students across educational system; and be it further

RESOLVED, that Illinois community colleges may join the Complete College Compact to receive guidance and support from state and national partners as they pursue guided pathways for success implementation; and be it further

RESOLVED, that these efforts be focused on continuing to provide open access to community college students, and be it further

RESOLVED, that these efforts guide students toward successful completion in each student's chosen field.

Illinois Community College Board

**ILLINOIS COMMUNITY COLLEGE STUDENT
LEADERSHIP EXTERNSHIP RECOGNITION**

The Illinois Community College Board (ICCB)-Student Advisory Committee (SAC) Leadership Development Externship is a one academic year accelerated leadership development program. This program integrates community college student leaders' experiences, emerging opportunities in the local community, college, and state levels, and relevant academic theory to propel them toward a life of leadership and service whether it be on the local, state or national level(s).

Below is a list of required program components outlined to help prepare the next generation of lifelong leaders to succeed in overcoming tomorrow's challenges and emerging crises:

- Community Leader Mentor
- One-on-One Leaders Development Coaching
- Leadership Development Seminars before each of the ICCB-SAC Meetings
- Participation in a Study Team to develop relationships & support
- Relevant Assignments & Experiences

As part of the externship experience, program participants are expected to take on a leadership role within the 2013-2014 academic year. While this leadership role need not be formalized in an elected office, it is expected that each participant, during the course or academic year, select one area within the SAC where he or she can serve in a leadership capacity. This role or project should be selected/created with coordination and approval of the SAC Advisors.

During this time, ICCB Chairman Alexi Giannoulis and Executive Director Dr. Karen Hunter Anderson will issue each student with a certificate of course completion and the students will briefly discuss their experiences and what the program has meant to them.

The six community college students completing the course are named below:

- | | |
|---|--|
| ➤ Scott Anderson <ul style="list-style-type: none">• Spoon River College | ➤ Mekenah Merrill <ul style="list-style-type: none">• Waubensee Community College |
| ➤ Sydney Hartman <ul style="list-style-type: none">• Kankakee Community College | ➤ Alejandro Molina-Hoyos <ul style="list-style-type: none">• Elgin Community College (SAC Chair) |
| ➤ Karla Martin <ul style="list-style-type: none">• Lincoln Land Community College | ➤ Sandra Ortiz <ul style="list-style-type: none">• Morton College |

Agenda Item #8.1
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Illinois Community College Board

**ACADEMIC AFFAIRS AND INSTITUTIONAL SUPPORT
COMMITTEE**

An oral report will be given during the Board meeting on the discussions that took place during the committee. The discussion items have been outlined below:

- Academic Affairs
 - Dual Credit Rules
 - TAACCT Grant Application
 - Guided Pathways System Resolution
 - Developmental Education Bootcamp
 - IMACC Math Education Conference
 - The Community College Baccalaureate Movement

- Institutional Research & Policy Studies
 - Economic Impact Study Update
 - Spring 2014 Enrollment Report

- Education Technology
 - Update on State Authorization Reciprocity Agreement (SARA)

- Other Discussion and Recommendations

Illinois Community College Board

**ADULT EDUCATION AND WORKFORCE DEVELOPMENT
COMMITTEE**

An oral report will be given during the Board meeting on the discussions that took place at the committee meeting held on Thursday, March 20, 2014. The discussion items have been outlined below:

- Adult Education and GED Testing Update
 - Federal and State Adult Education Report
 - GED Update
 - Accelerating Opportunity
 - State Plan Update Adult Education

- Workforce Update
 - TAACCT grants
 - Workforce Innovation Fund

- Other discussion and recommendations

Illinois Community College Board

EXTERNAL AFFAIRS COMMITTEE

An oral report will be given during the Board meeting on the discussions that took place at the committee meeting held on Thursday, March 20, 2014. The discussion items have been outlined below:

➤ Legislation:

- ICCB initiated legislation
- Legislation actively watching
- Legislation being monitored

➤ Public Information:

- Economic Impact Study
- Illinois Community College System's 50th Anniversary (2015)

➤ Other Discussion and Recommendations

Agenda Item #8.4

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Illinois Community College Board

**FISCAL, PERSONNEL, ETHICS, AND
CONFLICT OF INTEREST COMMITTEE**

An oral report will be given during the Board meeting on the discussions that took place at the committee meeting held on the morning of Friday, March 21, 2014. The discussion items have been outlined below:

- Financial Statements: Fiscal Year 2014
 - State General Funds
 - Special State Funds
 - Federal Funds
 - Bond Financed Funds
- Timeliness of state payments to the colleges and adult education providers
- Information Item:
 - Summary of Capital Projects Approved by the Executive Director during 2013
- 2015 Community College System Budget
- Other discussion and recommendations

Illinois Community College Board

MAP ADVISING TASK FORCE REPORT

Following the recommendation of the MAP Task Force to convene a working group on the best practices in student advising House Resolution 296 was approved during the 2013 spring session of the Illinois General Assembly. One of the conclusions of the Task Force was that students would likely benefit from additional advising on academic and financial matters, but the group felt they lacked the expertise to define a mandatory, minimum standard that should apply to all students. Instead, they recommended consultation with people with greater expertise on best practices in advising for low-income and first-generation students. They also recommended that the Commission consider requiring MAP-eligible institutions to provide additional support to MAP recipients.

The purpose of the MAP Advising Workgroup was to promote retention and degree completion among MAP recipients. The working group was asked to catalog existing student academic advising and support programs and available information on those programs' outcomes and to survey existing literature on the effectiveness of similar programs within the state. The group was instructed to make recommendations regarding minimum standards of support that colleges should make available to MAP recipients, and minimum requirements for students to take advantage of such support.

The working group submitted a report of its findings to the Commission and the General Assembly on February 3, 2014. The report includes the two recommendations. The first recommendation requires Illinois MAP approved institutions to institute programs to enable them to meet a target five percent improvement in graduation and completion rates over the next six years and begin to close any achievement gaps, defined as a gap between the schools' IPEDs graduation rate or the community college completion rate for all students in a cohort and the rates for the school's designated at-risk group, MAP recipients, and minority students. The six-year goal for achievement gaps is a 25 percent reduction. The second recommendation lists required and recommended interventions to achieve the target improvement rate in recommendation one.

The final report and an executive summary are available at the following link:

<http://www.isac.org/about-isac/map-advising-workgroup/documents/MAP%20Advising%20Workgroup%20Final%20Report%202%203%2014%20EXEC%20and%20APP%20A.pdf>

Illinois Community College Board

NEW UNITS OF INSTRUCTION

The Illinois Community College Board is requested to approve new units of instruction for the following community colleges:

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

Joliet Junior College

- Personal Trainer Certificate (33 credit hours)

Kankakee Community College

- Agri-Hort Technology Associate of Applied Science degree (64 credit hours)
- Manufacturing Certificate (32 credit hours)
- Business Certificate (31 credit hours)
- Production Certificate (32 credit hours)
- Horticulture Certificate (33 credit hours)

Kaskaskia College

- Resident/Commercial Electrical Technology Associate of Applied Science (A.A.S.) degree (68 credit hours)

Lincoln Trail College

- Certified Medical Assistant Associate of Applied Science (A.A.S.) degree (71 credit hours)

South Suburban College

- Business Administration Associate of Applied Science (A.A.S.) degree (67 credit hours)

BACKGROUND

Joliet Junior College is seeking approval to offer a 33 credit hour “Personal Trainer” Certificate program. This program will prepare individuals for entry-level employment as personal trainers in a variety of personal and group fitness settings. The curriculum consists of coursework in human biology, first aid, exercise science, nutrition for health & fitness, athletic training, fitness center, well concepts, group exercise instruction, fitness assessment & program design, resistance training, health & fitness industry management, and a required seminar and internship in a personal training environment. The program was developed according to guidelines established by the American College of Sports Medicine (ACSM) and the National Board of Fitness Examiners (NBFEE) and will prepare graduates for the optional ACSM “Certified Personal Trainer” credential. The program also prepares students for the CPR/AED and Standard First Aid licensure through the American Red Cross. Assessment of student learning will be achieved through an evaluation of the student’s performance during the work-based learning experience by program faculty and the worksite supervisor. Labor market information provided by the college supports the interest in and the need for a training program in this field of study. According to the Illinois Department of Employment Security (IDES), “athletic trainers” are one of the Top 10 Fastest Growing Occupations in Illinois. Locally, employment of athletic trainers is expected to increase by 16 percent through 2015 for the college’s district. Currently, the college sends students interested in this program to adjacent districts for training. The college anticipates an enrollment of 10 full-time and six (6) part-time students the first year, increasing to 15 full-time and six (6) part-time by the third year. The program will require one (1) existing full-time faculty person the first year. Qualified faculty hold a Master’s degree in Physical Education and Personal Trainer Certification, three years of related occupational experience, and three years of teaching experience. Facilities are in place to adequately support the program; however some additional equipment purchases will be necessary. Costs of implementing the program are approximately \$41,440 the first year, \$37,350 the second year, and \$44,500 the third year. The program will be supported fiscally through student tuition and fees.

Kankakee Community College is seeking approval to offer a 64 credit hour Associate of Applied Science (A.A.S.) degree in “Agri-Hort Technology”. Agri-Hort Technology is an emerging industry sector that combines the fields of agriculture production and horticulture with equipment manufacturing, maintenance/repair technology and sales/marketing services. The degree program will prepare individuals for entry-level employment or advancement opportunities in the field of Agri-Hort Technology, specializing in the areas of manufacturing, business, production or horticulture.

The college is also seeking approval to offer four (4) related Agri-Hort Technology certificate programs. The “Manufacturing Certificate (32 credit hours)” will prepare individuals for employment in the manufacturing of soil related products, crop and livestock equipment, and general farming needs. The “Business Certificate (31 credit hours)” will prepare individuals for employment in agri-business occupations such as sales, accounting, and marketing with agriculture suppliers, dealers and manufacturers.

The “Production Certificate (32 credit hours)” will prepare individuals for employment in technology occupations related to the areas of soil science, plant and animal production, nursery operations, grain and livestock operations, and fruit and vegetable production. The “Horticulture Certificate (33 credit hours)” will prepare individuals for employment in ornamental and vegetative crop-related production, operation and services.

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The college has partnered with local business over the last two years to develop curricula that include a collection of educational programming ranging from short-term certificates to the proposed degree program that will prepare individuals in areas of study that will serve them in the local employment market and beyond. The degree curriculum consists of 15 credit hours of required general education coursework, 36 credit hours of required career and technical education coursework, and 13 credit hours of related technical electives. The career and technical component of the curriculum includes 31-34 credit hours of required coursework focused in the four specializations: manufacturing, business, production and horticulture, as well as a required work-based learning experience in the chosen field of specialization. Technical elective choices support each of the specializations. Each certificate curriculum includes the 31-34 credit hours of specialty coursework and is designed to articulate towards completion of the degree. Assessment of student learning will be achieved through an evaluation of the student's performance during the work-based learning component by program faculty and the worksite supervisor.

Labor market information provided by the college supports the interest in and the need for a two-year degree program, as well as certificates that support the four focus areas locally, in this field of study. The college has developed and was recently approved to offer multiple related short-term certificate programs, all which are designed to articulate towards the completion of the larger certificates and degree. The proposed degree and related certificate programs will replace several existing programs currently offered. According to the Illinois Department of Employment Security (IDES), compound growth rates in areas related to Agri-Hort Technology are expected to increase by .13 percent statewide through 2020.

The college anticipates an enrollment in the degree program of four (4) full-time and three (3) part-time students the first year, increasing to eight (8) full-time and seven (7) part-time students by the third year. The college estimates enrollment in the four certificates to be three (3) full-time and five (5) part-time students the first year, increasing to six (6) full-time and nine (9) part-time students by the third year. The majority of resources, such as facilities, equipment and faculty, are already in place for existing programs and will adequately support the proposed degree and related certificates. The programs will require 14 existing full-time faculty, two existing part-time faculty, and one new part-time faculty to implement. Qualified faculty possess a Bachelor's degree in Agriculture/Horticulture, one year of related occupational experience, and one year teaching experience. Costs of implementing the programs are approximately \$2,400 the first year, and \$2,200 per year the second and third years. The programs will be financially supported through student tuition and fees.

Kaskaskia College is seeking approval to offer a 68 credit hour Associate of Applied Science (A.A.S.) degree in "Resident/Commercial Electrical Technology". This program will prepare individuals for entry-level employment as service electricians. The college partnered with Illinois Brotherhood of Electrical Workers (IBEW) Local 309 to develop the program and it will lead students through completion of the Illinois Department of Labor-Bureau of Apprenticeship and Training two-year electrician's apprenticeship. The curriculum consists of 16 credit hours of required general education coursework, and 52 credit hours of career and technical education coursework. The career and technical component of the curriculum includes coursework in fundamentals of electricity, electrical raceways and installations, residential wiring, electrical math, electrical construction methods, electrical power and machinery, commercial electrical wiring, industrial wiring, program control concepts and applications, industrial electrical control systems, National Electrical Code, print reading, electrical safety, and related technical electives.

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Assessment of student learning objectives will be achieved through a comprehensive exam, comparable to the Construction and Skilled Trade Selection System (CAST) test for union electricians, during the final semester of coursework.

Labor market information provided by the college supports the interest in and the need for a two-year training program in this field of study. The college currently offers a related “Electrical Technology” Certificate program, that will fully articulate towards completion of the proposed degree. The degree will provide certificate students, as well as graduates, with an educational ladder opportunity in addition to furthering their program in completing the IBEW apprenticeship training plan. According to the Illinois Department of Employment Security (IDES), employment of “electricians” is expected to increase by 5.2 percent through 2020 statewide. The college anticipates an enrollment of 12 full-time students the first year, increasing to 24 full-time students by the third year. The program will require one (1) existing full-time and one (1) new part-time faculty the first year. Qualified faculty will possess a minimum of an Associate’s degree in Industrial Electricity or a related field, five years of related occupational experience, and one year teaching experience. All facilities are currently in place to adequately support the program; however some additional equipment purchases will be necessary. Costs of implementing the program are approximately \$20,000 the first year, \$45,000 the second year, and \$55,000 the third year. The program will be supported fiscally through student tuition and fees.

Lincoln Trail College, one of the Illinois Eastern Community Colleges, is seeking approval to offer a 71 credit hour “Certified Medical Assistant” Associate of Applied Science (A.A.S.) degree. This program will prepare graduates for entry-level employment as medical assistants, as well as for advancement opportunities for existing employees looking for certification credentials and/or clinical experience in the field. The program was built in collaboration with Crawford Memorial Hospital and other local health service providers in the college’s district. The curriculum was developed according to standards of the American Association of Medical Assistants (AAMA) and will prepare graduates for their Certified Clinical Medical Assistant (CCMA) and Certified Medical Administrative Assistant (CMAA) credentials.

Certification is preferred, but not required for entry-level employment. The curriculum consists of 20 credit hours of required general education coursework, and 51 credit hours of required career and technical education coursework. The career and technical component includes instruction in medical terminology, medical front office procedures, medical assisting clinical procedures, medical assisting pharmacology, medical assisting anatomy and human pathophysiology, ICD 10-CM coding/medical office/health agencies, HIPAA compliance, applied legal concepts for medical assisting, medical funding applications, medical data management, medical ethics, and a required work-based learning experience in medical assisting. Assessment of student learning will be achieved through an evaluation of the student’s performance during the work-based learning experience by program faculty and the worksite supervisor.

Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), employment of “medical assistants” is expected to increase by 15.3 percent statewide through the year 2020, nearly twice the average increase for all occupations. Currently the college offers a related Medical Assisting Certificate program which will articulate in full towards the completion of the proposed degree. The proposed degree will provide an educational ladder opportunity for existing Certificate students and graduates. The college anticipates an enrollment of five (5) full- and five (5) part-time students the first year, increasing to 12 full- and 12 part-time students by the third year.

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Because the college offers a related program, in addition to several other allied health programs, no new facilities or equipment will be required during the first year. Qualified faculty must possess an Associate's degree in Medical Assisting or Nursing, hold five years of medical assisting work experience, and one year teaching experience, which is consistent with the Commission on Accreditation of Allied Health Programs (CAAHEP) Medical Assisting Education Review Board's program accreditation standards for medical assisting faculty. One existing full-time faculty member and one new part-time faculty member will be required to implement the program. Costs of implementing the program are estimated at approximately \$6,000 per year over the first three years of operation. The program will be supported financially through student tuition and fees.

South Suburban College is seeking approval to offer a 67 credit hour Associate of Applied Science (A.A.S.) degree in "Business Administration". This program will prepare individuals for entry-level employment and advancement opportunities in the field of business administration. The program was developed based on interest from students enrolled in and recently completed from the college's existing business-related certificate programs. Currently the college offers certificates in Accounting, Bookkeeping, Clerical Studies, Business Management, and Green Business that would in part ladder towards completion of the proposed degree. The curriculum consists of 15 credit hours of required general education coursework and 52 credit hours of required career and technical education coursework.

The career and technical component of the curriculum includes instruction in introductory business, building a business plan, international business practices, principles of management, marketing, finance, operations management, macro and micro economics, financial accounting, managerial accounting, computer applications, introductory and intermediate business law, legal environments of business, and a required work-based learning experience in business administration. Assessment of student learning will be achieved through evaluation of the student's performance during the work-based learning experience by program faculty and the worksite supervisor.

Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), growth of business management-related occupations will see an increase in employment as follows: "marketing managers 9.4 percent", "administrative service managers 8.2 percent", "financial managers 5.1 percent", and "sales managers 6.1 percent". The college anticipates an enrollment of 10 full-time and 15 part-time students the first year, increasing to 25 full-time and 35 part-time students by the third year. Because the college offers related programs, no new facilities or equipment will be required during the first year. Two existing full-time faculty will be required during the first year. Existing qualified faculty hold a minimum of a Master's degree in Business or a related field, possess 15 years of related occupational experience, and 10 years of teaching experience. No new costs are anticipated to implement this program, which will be financially support through student tuition and fees.

INFORMATION ITEM – BASIC CERTIFICATE PROGRAM APPROVAL

Following is a list of Basic Certificates (less than 30 credit hours) that have been approved on behalf of the Illinois Community College Board by the Executive Director since the last Board meeting:

Permanent Program Approval

Black Hawk College

- Music Industry Certificate (29 credit hours)

College of DuPage

- Proton Therapy Certificate (16 credit hours)

Rend Lake College

- Cyber Forensics Specialist Certificate (24 credit hours)

Kankakee Community College

- Agronomy Certificate (15 credit hours)
- Ag Power Certificate (15 credit hours)
- Ag Construction Certificate (15 credit hours)
- Horticulture Certificate (15 credit hours)
- Landscaping Certificate (15 credit hours)
- Ag Business Certificate (15 credit hours)
- Metal Fabrication Certificate (15 credit hours)
- Ag Production Certificate (15 credit hours)
- Local Foods Certificate (15 credit hours)

Oakton Community College

- General Design Certificate (11 credit hours)

Southwestern Illinois College

- Building Information Modeling Certificate (12 credit hours)
- Building Performance Certificate (12 credit hours)

Agenda #11.1
March 21, 2014

UNAPPROVED

Minutes of the 406th
Meeting of the
Illinois Community College Board
Harry L. Crisp II Community College Center
Second Floor Conference Room
401 East Capitol Avenue
Springfield, IL

January 24, 2014

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the January 24, 2014 meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chairman Alexi Giannoulas called the Board meeting to order at 9:10 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Randy Barnette, Terry Bruce, Michael Dorf, Thomas Pulver, Suzanne Morris, Jonathan Jackson, and Jake Rendleman. Board members Guy Alongi and Teresa Garate were absent. A quorum was declared.

Item #2 – Announcements and Remarks by Alexi Giannoulas, Board Chair

Chair Giannoulas welcomed new Board member Jonathan Jackson to the ICCB.

Item #3 – Board Member Comments

The Board members welcomed new Board member Jonathan Jackson.

Item #4 – Executive Director Report

Dr. Karen Hunter Anderson began by formally welcoming Jonathan Jackson to the Board.

Recently, the community college system lost a leader, Dr. David Pierce. Dr. Pierce passed away on January 16, 2014. Dr. Pierce was the longest serving Executive Director of ICCB, serving from 1980-1990. After leaving the ICCB, Dr. Pierce served as the President of the American Association of Community Colleges for almost a decade. Dr. Pierce will be greatly missed.

Dr. Anderson was invited at the request of the White House to attend the Skills and Education Summit in Washington, D.C. last week. The ICCB was asked to make a commitment to provide opportunities for low income students as part of a National effort. This was the first of a series of meetings.

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Dr. Anderson stated ICCB staff attended a meeting held in Chicago on SARA, the State Authorization Reciprocity Agreement. During the meeting, the following items were discussed: implementation, specifics on how SARA will roll out, and legislation to make changes to the participation of SARA.

Dr. Anderson mentioned that the Illinois Student Assistance Commission (ISAC) has developed the Monetary Award Program (MAP) Advising Workgroup. At the end of 2013, ISAC convened a workgroup to address a recommendation that was part of the MAP Task Force, which is to improve the advising of students who receive MAP funds. The report is due to the General Assembly on February 3rd. The report will be discussed in detail during the ICCB's March Board meeting.

Dr. Anderson concluded her report by stating that in 2014, ICCB will be involved with a number of initiatives, including:

1. Statewide agreement for Achieving the Dream
2. Extending the Accelerating Opportunity Grant
3. Expanding bridge programs
4. Continuing the work being done on the Economic Impact Study and the Workforce Strategic Plan

Item #5 – Acknowledgements

Item #5.1 – Edward Duffy, October 23, 1945 – January 4, 2014, Former Chairman of the Illinois Community College Board

Randy Barnette made a motion, which was seconded by Suzanne Morris, to adopt the following resolution.

ILLINOIS COMMUNITY COLLEGE BOARD RESOLUTION

WHEREAS, The members and staff of the Illinois Community College Board are saddened by the death of Edward T. Duffy III, who passed away on January 4, 2014; and

WHEREAS, Ed Duffy had a long career as a staple in the Illinois State Capitol; and

WHEREAS, Mr. Duffy was appointed Chairman of the Illinois Community College Board in 1999 and served until 2004; and

WHEREAS, Mr. Duffy touched the lives of 5,834,595 Illinois Community College students during his tenure as ICCB Chairman; and

WHEREAS, Mr. Duffy formed his own consulting firm, Edward T. Duffy Associates, and Mr. Duffy became a lobbyist in the Illinois State Capitol, known for his knowledge on higher education; and

WHEREAS, Mr. Duffy lobbied for the Illinois Community College System, the Illinois Council of Community College Presidents, the Illinois Board of Higher Education, and the Illinois Student Assistance Commission, dealing with some difficult legislative matters; and therefore, be it

RESOLVED, BY THE ILLINOIS COMMUNITY COLLEGE BOARD on this 24th day of January in the year 2014 that Edward T. Duffy III be remembered for his dedication to the one million community college students whose lives were improved through the Illinois Community College System during his tenure on the board and work in the Illinois General Assembly.

The motion was approved via unanimous voice vote.

Item #5.2 – Dr. Harry Berman, for his services as the Executive Director of the Illinois Board of Higher Education

Dr. Berman was unable to attend the Board meeting to collect his Certificate of Appreciation.

Item #6 – Advisory Organizations

Item #6.1 – Illinois Community College Trustees Association (ICCTA)

Mike Monaghan stated the ICCTA will be working with the ICCB and other organizations to recognize the Illinois community college system's 50th anniversary of existence next year.

Mr. Monaghan welcomed new Board member Jonathan Jackson.

The ICCTA will be working with the State Universities Retirement System (SURS) to implement the newly adopted pension reform law.

On February 10-13, community colleges throughout the nation will travel to Washington, D.C. for the Annual National Legislative Conference. A main issue is the Higher Education Act, which is up for reauthorization. This will reauthorize spending that involves students.

The next ICCTA meeting will be held in Lisle, Illinois on March 13-14. SURS will be attending to establish the details that the community colleges will need in order to implement the pension reform law.

Item #6.2 – Student Advisory Council (SAC)

Joshua Beneze stated the SAC meeting took place in Springfield last weekend. There was a record high attendance with 68 students from 30 colleges.

The Outreach Subcommittee has organized a statewide Day of Service that will take place on March 1st.

The Local Issues Subcommittee discussed issues and possible solutions on such topics as advising and counseling and curricular transcripts, and they put together an informal program that will allow the students within the group to visit each other's campuses.

The Legislative Subcommittee has decided on a final topic and message for the Student Advocacy Day taking place in Springfield on April 2nd. They will focus on requesting the continued level funding for MAP and the possibility of a \$65 million partition to be used specifically for community college students.

Item #6.3 – Illinois Community College Faculty Association (ICCFA)

David Seiler stated the ICCFA is currently working on their fall conference set to be held on October 23 and 24th. All the details will be released within the next month or two.

The ICCFA is also working on a campaign to raise awareness of the conference within the field.

Mr. Seiler concluded by stating the ICCFA would be happy to help assist with the NACEP Conference.

Item #6.4 – Illinois Council of Community College Presidents (ICCCP)

Dr. Christine Sobek stated that a joint meeting between the community college presidents and public university presidents and chancellors was held on December 9th. The focus of this meeting was the challenges and opportunities of transfer. There were discussions on a future meeting on financial and legislative strategies.

The ICCCP will conduct a joint meeting next week at Heartland Community College with the Illinois Community College Chief Academics Officers (ICCCAO) and the Illinois Community College Chief Student Services Officers (ICCCSSO). The topics will include cooperative agreements, dual credit, veterans, teacher education, prior learning credit, SURS, clinical rotations in Allied Health programs within the state, and Complete College America.

Dr. Sobek concluded her report by recognizing Dr. David Pierce.

Item #7 – Committee Reports

Item #7.1 – Fiscal, Personnel, Ethics and Conflict of Interest

Suzanne Morris reported the committee met the morning of January 24th. Board members Terry Bruce, Randy Barnette, and Suzanne Morris were in attendance. ICCB staff member Ellen Andres, Chief Financial Officer, was also in attendance.

During the meeting, the committee reviewed Fiscal Year 2014 financial statements.

The committee also discussed the state payments to the community colleges. Since the state is so far behind on payments, most colleges are now receiving a steady payment each month; however, the state is still not caught up.

The income tax will need to be re-voted on this year to be re-implemented in order to provide extra revenue for the state. If the income tax does not pass, there will be a 1.9 billion deficit not including the 7 billion in past due bills. This could occur after the elections and backdated.

Item #7.2 - Adult Education and Workforce Development

Informational ONLY: Randy Barnette reported that the Adult Education and Workforce Development Committee did not meet. However, Mr. Barnette wanted to update the Board on some activities relative to Illinois GED Testing.

Mr. Barnette developed the Illinois High School Equivalency legislation which removes language referencing “GED Testing” and replacing it with “Illinois High School Equivalency.” This legislation will be filed in both the House and Senate.

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The purpose of clarifying the language is to ensure that any reference to a specific product is stricken to allow future procurement to include other possible vendors.

Mr. Barnette concluded his update by stating that in the coming weeks, he and ICCB staff will brief the committee chairs and staff of the House and Senate on the details and background of the legislation. This update is important due to the number of inquiries received on the GED costs.

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BREAK

The Board took a break at 10:13 a.m. and reconvened at 10:23 a.m.

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Item #8 – Veterans Services Provided by Illinois Community Colleges

The Illinois Community College System has a demonstrated commitment to serving Illinois veterans. Over 13,000 military veterans were served through Illinois community colleges in fiscal year 2012. This self-reported enrollment indicates a 38.5 percent increase in student veterans from fiscal year 2008 to fiscal year 2012.

Because of these dramatic enrollment increases, Illinois community colleges have offered expanded educational opportunities and services on behalf of veterans. During the same time period, we experienced an 82 percent increase in student veteran completions.

Board Staff participate in an array of partnerships to ensure veterans get the education they need to transition effectively into new careers. This presentation will review current partnerships and services the system is involved with as well as discuss data on educational attainment by veterans.

Jeff Newell, Senior Director for Special Projects, and Dr. Charlotte Warren presented to the Board. The presentations can be found at the following link: <http://www.iccb.org/agendas.2014.january.html>

Item #9 – New Units of Instruction

Tom Pulver made a motion, which was seconded by Jake Rendleman, to approve the following items:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

College of DuPage

- Music Business Associate of Applied Science (A.A.S.) degree (64 credit hours)

Joliet Junior College

- Diagnostic Medical Sonography Associate of Applied Science (A.A.S.) degree (72 credit hours)
- Diagnostic Medical Sonography Certificate (46 credit hours)

Kaskaskia College

- Professional Maintenance & Fabrication Certificate (38 credit hours)
- Web Design & Systems Master Associate of Applied Science (A.A.S.) degree (66 credit hours)

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The motion was approved via unanimous voice vote.

Item #10 – Illinois Community College Board Recognition of Illinois Community Colleges

Thomas Pulver made a motion, which was seconded by Suzanne Morris, to approve the following items:

The Illinois Community College Board hereby grants a status of “recognition continued” to the following districts:

City Colleges of Chicago:

Richard J. Daley College
Kennedy-King College
Malcolm X College
Olive Harvey College
Truman College
Harold Washington College
Wilbur Wright College

The motion was approved via unanimous voice vote.

Item #11 – Consent Agenda

Jake Rendleman made a motion, which was seconded by Michael Dorf, to approve the following items:

Item #11.1 – Minutes of the November 15, 2013 Board Meeting

The Illinois Community College Board hereby approves the Board Meeting minutes of the November 15, 2013 meeting as recorded.

Item #11.2 – Fiscal Year 2015 Capital Budget Request

The Illinois Community College Board hereby:

1. Approves the Fiscal Year 2015 Capital Budget Request for the Illinois Community College System as presented in the attached Table 1 and Table 2;
2. Authorizes the submission of the request to the Governor’s Office of Management and Budget, the Illinois Board of Higher Education, and the Illinois General Assembly; and
3. Authorizes its Executive Director, with the concurrence of the Chair, to make technical adjustments to the request if more refined data become available.

Item #11.3 – Administrative Rules Changes

The Illinois Community College Board hereby adopts and initially approves the following amendments to the *Administrative Rules of the Illinois Community College Board* and authorizes its Executive Director to process these amendments in accordance with the Illinois Administrative Procedures Act.

SUBPART A: Illinois Community College Board Administration

Section	Section Title	Changes
1501.101	Definition of Terms	Non substantive wording changes
1501.102	Advisory Groups	Non substantive wording changes, Eliminates outdated process / Change to a current process
1501.104	Manual	Non substantive wording changes
1501.105	Advisory Opinions	Non substantive wording changes
1501.106	President/CEO <u>Executive Director</u>	Non substantive wording changes
1501.109	Appearance at ICCB Meetings	Non substantive wording changes /Change to a current process
1501.115	Use, Security, and Confidentiality of Data	Addition of new rule
1501.116	Data Repository	Addition of new rule

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section	Section Title	Changes
1501.201	Reporting Requirements	Change to a current process/Elimination of an outdated process

SUBPART C: PROGRAMS

Section	Section Title	Changes
1501.301	Definition of Terms	Non substantive wording changes/ Clarification of a process/Change to a current process
1501.302	Units of Instruction, Research, and Pub Service	Non substantive wording changes /Clarification of a process
1501.303	Program Requirements	Non substantive wording changes/Change to a current process
1501.304	Statewide and Regional Planning	Clarification of a process
1501.305	College, Branch, Campus, and Extension Centers	Non substantive wording changes
1501.307	Cooperative Agreements and Contracts	Clarification of a process
1501.308	Reporting Requirements	Addition of a new rule/Clarification of a process/Date change
1501.309	Course Classification and Applicability	Non substantive wording changes/ Clarification of a process

SUBPART D: STUDENTS

Section	Section Title	Changes
1501.406	Reporting Requirements	Eliminates outdated process/ Addition of a new rule/Date change

SUBPART E: FINANCE

Section	Section Title	Changes
1501.501	Definition of Terms	Elimination of outdated wording
1501.503	Audits	Change to a current process/Elimination of an outdated process
1501.504	Budgets	Change to a current process
1501.505	Student Tuition	Clarification of wording
1501.506	Published Financial Statements	Elimination of outdated process/Date change

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1501.510	Reporting Requirements	Elimination of outdated process/Addition of New Rule
1501.516	Capital Renewal Grants	Non substantive wording change
1501.518	Uncollectible Debts	Elimination of outdated rule
1501.519	Special Initiative Grants	Change to a current process
1501.520	Lincoln's Challenge Scholarship Grants	Non substantive wording change
1501.521	Technology Enhancements Grants	Elimination of outdated rule
1501.523	Foundation Matching Grants	Elimination of outdated rule

SUBPART F: CAPITAL PROJECTS

Section	Section Title	Changes
1501.602	Approval of Capital Projects	Non substantive wording change
1501.605	Project Changes	Non substantive wording change
1501.607	Reporting Requirements	Change to a current process
1501.608	Approval of Projects in the Act	Non substantive wording changes/change to a current process/update to legislation
1501.609	Completion of Projects in the Act	Non substantive wording change

APPENDIX A: PUBLIC ACCESS TO INFORMATION

Section	Section Title	Changes
5176.110	Information Requests	Non substantive wording change/ Clarification of a process/Change to a current process
5176.120	Minutes of Closed Session	Non substantive wording change/Change to a current process

APPENDIX B: AMERICAN WITH DISABILITIES ACT GRIEVANCE PROCEDURES

Section	Section Title	Changes
1050.20	Definitions	Change to a current process
1050.30	Procedure	Non substantive wording change
1050.40	Executive Director Level	Non substantive wording change/Change to a current process
1050.50	Final Level	Non substantive wording change/Change to a current process

The motion was approved via unanimous voice vote.

Item #12 – Information Items

There was no discussion.

Item #12.1 – Fiscal Year 2014 Financial Statements

Item #12.2 – Recognition Status/Update

Item #13 – Other Business

There was no other business at this time.

Item #14 – Public Comment

There was no public comment at this time.

Item #15 - Executive Session

The Board did not convene into Executive Session.

Item #16 - Executive Session (ACTION)

There was no action taken.

Item #17 – Adjournment

It was decided, with no other business that needs to be conducted, the Board is not required to officially motion to adjourn the Board meeting.

With no other business to be conducted, the Chairman adjourned the meeting at 11:07 a.m.

Alexi Giannoulas
Board Chairman

Karen Hunter Anderson, Ph.D.
Executive Director

Illinois Community College Board

**SUMMARY OF CAPITAL PROJECTS APPROVED BY
THE EXECUTIVE DIRECTOR DURING CALENDAR YEAR 2013**

Section 1501.602 (d) of the Administrative Rules of the Illinois Community College Board gives the Executive Director authority to approve capital projects. Annually in March, all approvals made by the Executive Director in the previous calendar year are reported to the Board. Projects that require approval include those financed with either a protection, health, and safety (PHS) tax levy, projects (other than maintenance in nature) financed with operating tax/bond proceeds, all land acquisitions, and projects greater than \$250,000 financed through existing college funds. Leases of five years or longer require ICCB approval, and all projects that are entirely or partially funded by the State require approval of the Executive Director.

Table 1 lists ninety seven projects totaling \$228.7 million that were granted approval during calendar year 2013. This represents is a 5% decrease in the number of projects approved and a 13.5% decrease in the funds approved in calendar year 2012.

INFORMATION ONLY

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Table 1
Capital Projects Approved by the Executive Director
January 1, 2013- December 31, 2013

Excess PHS Bond Funds

<u>Approval Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved Budget</u>
1/28/2013	IECC-Olney Central	Solarium and Flooring Replacement	<u>\$150,000</u>
Category Sub-Total:			\$150,000

Local Funds

<u>Approval Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved Budget</u>
2/12/2013	Black Hawk	Blding 4 Student Life Off.Renov./Relocation	\$348,511
8/2/2013	Black Hawk	Adult Ed Center site relocation Rock Island	1,751,747
6/20/2013	Black Hawk	Health Sciences Center	14,500,000
11/18/2013	Black Hawk	Donated Land Acquisition on 34th in Moline	0
6/20/2013	Danville	Technology Center Classroom/Bay Addition	2,996,400
1/9/2013	Elgin	Grounds Maintenance Facility	2,097,169
1/9/2013	Elgin	Plank Road Property Acquisition in Burlington	1,833,460
11/15/2013	Elgin	Land Acquisition at McLean and Spartan	8,035,000
2/5/2013	Harper	Building D Renovations and Addition	46,423,546
8/9/2013	Harper	Purchase Unit 2E Harper Prof Center	160,000
8/12/2013	Harper	Parking Structure at Lot 7	18,801,904
11/18/2013	Illinois Central	Arbor Hall Renovations	9,207,885
10/31/2013	Joliet	Multi-Purpose Facility on Main Campus	32,388,000
10/31/2013	Joliet	Romeoville Campus Extension	12,612,000
3/12/2013	Kankakee	Technology Training Ctr 2580 S.45/52 Kankakee	1,283,000
8/26/2013	Kankakee	Remodel Tech Training Center	4,543,502
2/28/2013	Kaskaskia	Trenton Education Ctr Acquisition/Remodeling	2,206,525
10/29/2013	Kaskaskia	Nashville Education Center Acquisition	3,046,472
8/28/2013	Lake County	Land Acquisition 19655 W Washington Grayslake	2,200,000
3/15/2013	Logan	Franklin County Extension Center Remodeling	1,109,641
5/9/2013	Logan	Dental Assisting Lab Renovation	673,905
6/20/2013	Logan	Cosmetology Renovations	1,412,753
8/30/2013	McHenry	BLD D Remodel BLD E Black Box Addition	2,280,260
5/9/2013	Rock Valley	Renovations in CLII (CLI Logistics)	421,920
6/4/2013	Waubonsee	Field House Construction & Erickson Renovation	18,300,000
10/30/2013	Waubonsee	Weigel Hall Lab Renovations	<u>988,000</u>
Category Sub-Total:			\$189,621,600

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Capital Renewal Funds

<u>Approval Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved Budget</u>
1/22/2013	Harper	HPC & NEC Parking Lot Reconstructions	\$1,370,100
1/24/2013	Lincoln Land	Masonry Repairs: Mason, Sangamon, & Cass	901,600
4/1/2013	Logan	CHEC 2nd Floor Renovation	513,902
7/19/2013	Morton	Emergency Generator Installation	247,000
1/31/2013	Shawnee	Toilet Renovations Buildings H & I	180,400
Category Sub-Total:			\$3,213,002

PHS Tax Levy Funds

<u>Approval Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved Budget</u>
10/25/2013	Black Hawk	Elevator Quad Cities Outreach Ctrg	\$338,100
10/25/2013	Black Hawk	Emergency Power Generation Quad City Bldg 3	565,800
10/25/2013	Black Hawk	RTU Replacement Bldg A East Campus	328,500
10/25/2013	Black Hawk	Roof Replacement East Campus Bldg A	450,000
10/25/2013	Black Hawk	Entrance Renovation Quad Cities Bldg 2	110,400
12/10/2013	Danville	Chiller Replacement Lincoln Hall	280,420
12/10/2013	Heartland	Bathroom ADA and Crosswalk Safety	47,300
10/3/2013	Highland	NFPA 70E Compliance Electrical Evaluation	208,100
12/10/2013	Illinois Central	Security System Upgrade 2014	325,000
12/10/2013	Illinois Central	Science Lab Upgrades Phase 8	518,585
12/10/2013	Illinois Central	Rooftop Unit Replacement Academic Bldg Phase 3	1,260,000
12/10/2013	Illinois Central	Data Center Code Upgrades	1,252,213
9/23/2013	Illinois Valley	Sound System Replacement Cultural Center	691,700
9/23/2013	Illinois Valley	Chiller Air Handler Replacement BLD A	797,907
8/12/2013	Joliet	Surveillance Camera Installation Phase V	540,000
8/12/2013	Joliet	Lightning Prediction and Warning System	30,000
8/12/2013	Joliet	Dust Collector System Prosthetics Lab	300,000
8/12/2013	Joliet	Radio Communications System	250,000
11/22/2013	Kankakee	Parking Lot Renovations MITC	395,000
11/5/2013	Kaskaskia	Restroom ADA Renovations Phase III	230,000
11/5/2013	Kaskaskia	Waterline Replacement Science and Tech Bldg	500,000
10/15/2013	Kishwaukee	Roofing Replacement G400	93,600
10/15/2013	Kishwaukee	Transformer Removal Replacement	390,830
10/15/2013	Kishwaukee	Boiler Replacement Conference Center	375,100
9/16/2013	Lake Land	Geothermal Well Field	1,000,000
9/16/2013	Lake Land	Parking Lot, Roadway, Walkway Lighting 2014	100,000
10/24/2013	Lewis and Clark	St. Patrick's Adult Ed Center Rehab Phase 2	2,750,000
10/24/2013	Lewis and Clark	Mannie Jackson Center Renovation	4,000,000
10/24/2013	Lewis and Clark	Utility Improvement Godfrey Campus	510,270
10/24/2013	Lewis and Clark	Trimpe Advanced Tech. Center Renovation	4,350,000

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PHS Tax Levy Funds (cont.)

<u>Approval</u> <u>Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved</u> <u>Budget</u>
11/5/2013	Lincoln Land	Taylorville Campus Code Compliance Renovation	1,900,541
9/4/2013	Logan	Campus Police Relocation	188,861
12/10/2013	Logan	Mechanical Systems Upgrade	617,952
11/5/2013	Moraine Valley	Roof Replacement Bldg T	1,500,000
10/30/2013	Parkland	Drainage Improvements West Campus Phase 14	1,300,000
9/23/2013	Rend Lake	Roof Replacement North Oasis	132,000
10/31/2013	Sandburg	Emergency Phone and Lighting Upgrade	90,422
11/5/2013	Sauk Valley	Window Frame Glazing	147,500
11/5/2013	Sauk Valley	Waste Water Treatment Plant Improvements	202,500
11/5/2013	Sauk Valley	Gymnasium Improvements and Asbestos Abatement	400,000
11/5/2013	Sauk Valley	Mall Lighting Retrofit	50,000
12/10/2013	Southwestern	IM Gym Roof Restoration	402,350
12/10/2013	Southwestern	Roof Replacement Security Storage	287,474
12/10/2013	Southwestern	Accessibility and Drainage Improvements	510,176
11/5/2013	Spoon River	Parapet Repair East West Side Taylor Bldg	39,800
11/5/2013	Spoon River	Parapet Repair East/West Sides Centers Bldg	48,475
11/14/2013	Triton	CCTV Access Control System Upgrade Phase III	300,000
Category Sub-Total:			\$31,106,876

Excess PHS Funds

<u>Approval</u> <u>Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved</u> <u>Budget</u>
1/11/2013	Black Hawk	Cooling System E Campus IT an CEC IT	\$38,600
10/25/2013	Black Hawk	Elevator Relocation Quad Cities Library	581,600
10/25/2013	Black Hawk	Bridge Replacement East Campus Bldg B	228,800
4/16/2013	Illinois Central	Academic Bldg Restroom Update Phase 1	654,240
4/16/2013	Illinois Central	Science Lab Upgrades Phase 7	436,160
5/10/2013	Illinois Central	East Peoria Boiler Upgrade	775,000
4/16/2013	Illinois Central	Roof Replacement Academic Bldg Phase 2	331,000
6/4/2013	Illinois Central	Security and Hardware Upgrades Phase 3	100,000
1/28/2013	Illinois Valley	Floor replacement cultural center stage	111,013
8/27/2013	Illinois Valley	Water Heat Exchanger Replacement Bldg G	157,000
4/2/2013	John Wood	Security Video Mt. Sterling Learning Center	13,067
8/12/2013	Joliet	Electronic Door Access Key Entry Phase V	300,000
5/16/2013	Rend Lake	Parking Lot Lighting Replacement	65,000
6/20/2013	Richland	Fire Loop Connection	75,195
6/20/2013	Richland	Hazardous Wall Replacement	52,980

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Excess PHS Funds (cont.)

<u>Approval Date</u>	<u>College</u>	<u>Project Description</u>	<u>Approved Budget</u>
3/26/2013	Rock Valley	Main Pedestrian Bridge Repairs	79,863
11/4/2013	Rock Valley	UPS Replacement in ERC and SC Center	134,719
10/3/2013	South Suburban	Water Infiltration Repairs	<u>488,400</u>
Category Sub-Total:			<u>\$4,622,637</u>
Total all Funding Sources:			<u>\$228,714,115</u>