

Illinois Community College Board

428th Meeting Agenda and Materials

January 19, 2018

Harry L. Crisp II Community College Center
Second Floor Conference Room
401 East Capitol Avenue
Springfield, IL



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Agenda
428th Meeting of the
Illinois Community College Board

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	15.1 Employment/Appointment Matters	—
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Illinois Community College Board

ACADEMIC, WORKFORCE, AND STUDENT SUPPORT COMMITTEE AGENDA

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

- Associate of Arts in Teaching: Permanent Degree Program Closure (Action)
- Gates Early Indicators of Student Success Project
- Illinois State Unified Plan
- State Workforce Board Strategic Plan
- Additional Items

Illinois Community College Board

**ASSOCIATE OF ARTS IN TEACHING:
PERMANENT DEGREE PROGRAM CLOSURE**

BACKGROUND: The Associate of Arts in Teaching (AAT) once had the potential to be an important stepping-stone for students seeking to become qualified teachers in Illinois. However, over the past few years, there have been many changes to teacher education requirements in Illinois, which have caused transferability concerns among postsecondary institutions. Because of these changes and other issues related to scheduling and completion numbers, colleges have advised students to enroll in traditional AA programs, thereby ensuring a more seamless transfer to four-year institutions.

After reviewing the data, consulting all the AAT granting colleges, the IBHE, and two-year and four-year faculty, ICCB staff is recommending that this degree option be permanently phased out and closed, effective February 1, 2018. As a result, no new students will be allowed to enroll into an AAT program beginning in the summer of 2018. Currently enrolled students in the program would be allowed to complete their degree requirements, provided they stay continuously enrolled and otherwise meet the appropriate enrollment requirements of their home institutions.

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes the ICCB staff to work with colleges to phase out and close the Associate of Arts in Teaching degree, with an initial effective date of February 1, 2018.

Illinois Community College Board

FINANCE, OPERATIONS, & EXTERNAL AFFAIRS COMMITTEE

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

- Timeliness of State payments for colleges and adult education grantees
 - Fiscal Year 2017 final payments
 - Fiscal Year 2018 payments

- Financial Statements: Fiscal Year 2018 (INFORMATION ITEM) (*Agenda Item 12.1*)
 - State General Funds
 - Special State Fund
 - Federal Funds
 - Bond Financed Funds

- Fiscal Year 2019 Capital Budget Request (CONSENT AGENDA) (*Agenda Item 11.1*)

- Spring 2018 Legislative Agenda (ACTION ITEM) (*Agenda Item 5.2a*)

- Administrative Rules
 - Employee Handbook Update-Sexual Harassment Policy (CONSENT AGENDA) (*Agenda Item 11.3*)
 - Proposed Amendment to Administrative Rules (INFORMATION ITEM) (*Agenda Item 12.3*)
Adds Prior Learning Assessment Rules

- Adult Education Strategic Plan Outreach

Agenda Item #5.2a
January 19, 2018

Illinois Community College Board

SPRING 2018 LEGISLATIVE AGENDA

The Illinois Community College Board is requested to approve the Spring 2018 Legislative Agenda and authorize board staff to introduce legislation in the Illinois General Assembly to enact the Agenda.

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the following Spring 2018 Legislative Agenda and authorizes board staff to introduce legislation to enact Agenda:

1. Modernization of the Public Community College Act;
2. Community College Joint Purchasing Authority; and
3. Funds for Apprenticeships Programs (\$25 million).

BACKGROUND:

Over the past several months, the Illinois Community College Board (ICCB) has reviewed audit findings, changes to federal law, and implementation of agency initiatives to identify priorities for legislative action. The Board's External Affairs Committee discussed potential legislation for the Spring 2018 legislative session and reported out to the full Board for discussion on December 2nd. The legislative agenda before the Board for approval reflects priorities identified by ICCB staff, and members of the Board and incorporates the adopted Board goals.

1. Modernization of the Public Community College Act

Board staff has completed a detailed review of the Illinois Public Community College Act (110 ILCS 805) to identify statutory language that is outdated in either language or processes. The review also identified and eliminated programs and statutory functions no longer operational or performed. Finally, the review clarified areas of ambiguity within the statute to reflect present day policy and interpretation. Particular areas of focus include clarification in the terminology between "in-state" and "in-district" as relates to residency and tuition policy and cleanup of multiple statutory provisions on approval of third party and other contractual agreements for educational services.

This proposal aligns with ICCB Goal 3 to engage with all stakeholders to align board policies to improve student outcomes and increase access to public information on system effectiveness. These proposed changes will also provide community college administrators, students, and taxpayers with enhanced clarity within the statutes governing community colleges. These changes will increase agency and local community college efficiency through the elimination of unnecessary mandates and streamlining of statutory language. While specific language is still under development by ICCB staff, the intent is to only make amendatory changes that are of a technical and operative nature and not propose significantly substantive changes that would elicit opposition from the community college system.

2. Community College Joint Purchasing Authority

The Illinois Public Community College Act (110 ILCS 805/3-27.1) requires contracts signed by local community colleges that are in excess of \$25,000 to be awarded to the lowest responsible bidder after advertisements. The Act provides exceptions to the competitive bidding requirements which are detailed in items (a) – (n) of section 3-27.1. ICCB staff proposes to amend section 3-27-1 to allow for the purchase or lease of supplies and services which have been procured through a competitive process by a consortium of governmental, educational, medical, research, or similar entities or a group purchasing organization of which the community college is a member or affiliate. Under the current statute such purchases in excess of \$25,000 are required to be competitively bid by the college itself.

During the previous legislative session, the General Assembly enacted procurement reform (P.A. 100-43) that made numerous changes to the Illinois Procurement Code. These changes included amendments to the Governmental Joint Purchase Act (30 ILCS 525) which allowed public universities under the jurisdiction of the Illinois Procurement Code to make purchases through group purchasing organizations including from the Midwest Higher Education Compact (MHEC) master purchasing agreements. Because local community colleges are not governed by the Illinois Procurement Code, the reforms to streamline purchasing through MHEC and other group purchasing organizations did not apply to the community college sector. The proposed legislation would ensure that community colleges and public universities have the same flexibility when it comes to group purchasing.

3. Funds for Apprenticeship Programs (\$25 million)

Description:

The ICCB staff is proposing the appropriation of \$25 million for apprenticeship programs. Governor Rauner's Cabinet on Children and Youth has adopted the expansion of apprenticeships as one of its three inaugural Cabinet projects. The purpose is to increase the number of youth earning industry-recognized credentials and postsecondary certificates in high-growth, high-demand occupations. Apprenticeships offer a unique solution that works to address employer's needs while also offering youth quality education and training allowing individuals to earn credentials and work-based skills. This proposal also aligns with ICCB Goal 2 to contribute to the economic development of Illinois by providing robust workforce training, increasing credential attainment, and closing the skills gap through talent pipeline management.

Community colleges throughout the system utilize apprenticeship agreements to provide instructional programs for students. Typically, students complete the apprenticeship program offered by the third-party organization and completion of the program counts toward the requirements of a community college degree or certificate. Current law that prohibits state payment to community colleges for instruction provided via third party apprenticeships makes it difficult for community colleges to meet the growing demand for technical training. The proposed funding will ease barriers to innovative career and technical education programming that draws upon existing training structures.

Illinois Community College Board

ADULT EDUCATION STRATEGIC PLAN UPDATE

Senate Joint Resolution (SJR) 40 created the Statewide Task Force on the Future of Adult Education and Literacy within the Illinois Community College Board. The charge of the task force is to develop a strategic plan for Adult Education. The twenty-nine member task force includes representatives from the Illinois Community College Board, the Office of the Governor, Members of the General Assembly, state agencies, educational partners that includes adult education, community colleges, and career technical education, and the philanthropic community. The task force is chaired by Dr. Karen Hunter Anderson.

The Adult Education Strategic Plan Task Force held meetings between October 2017 and January 2018 in the development of a five year Strategic Plan. The Task Force developed a draft strategic plan that was made available to wide audience for comment and feedback. Four goals were identified by the taskforce in the draft report. They include:

- Goal #1: Improve Outcomes by Scaling Effective Models and Strategies Across the System
- Goal #2: Increase Postsecondary Transitions and Credential Attainment
- Goal #3: Strengthen College and Career Readiness
- Goal #4: Develop Life-long Career Pathways Systems & Enabling Technologies

The final report is due to the Governor and General Assembly on January 31, 2018. Staff will provide an overview of the outcomes of the task force's work as well as the goals and the objective identified. A link to the draft report is available at:

https://www.iccb.org/iccb/wp-content/pdfs/adulted/publications_reports/ICCB_AE_Strategic_Plan_Draft_1-4-18.pdf.

Illinois Community College Board

**HIGH SCHOOL EQUIVALENCY (HSE)
ALTERNATIVE CREDENTIALING METHODS UPDATE**

In 2015, the Illinois Community College Board (ICCB) approved the recommendations of the High School Equivalency (HSE) Taskforce to adopt and make available statewide three assessments to certify the receipt of an Illinois High School Equivalency Certificate. These include: GED®, HiSet®, and the TASC®. The Taskforce also provided an additional recommendation to form an HSE Alternative Credentialing Methods (ACM) Taskforce to investigate other ways in which an Illinois High School Equivalency Certificate could be granted.

In January 2017, the Illinois Community College Board approved the following recommendations from the Alternative Credentialing Methods Taskforce:

1. To create an alternative HSE credential based on a candidate's high school transcript/HSE credit.
2. To create an alternative HSE credential based on a candidate's post-secondary credit.
3. To create an alternative HSE credential based on a candidate's foreign diploma.
4. To create a competency based education alternative HSE credential but use a working group to further investigate the criteria and requirements.

Staff will provide an update on the implementation of the Alternative Credentialing Methods.

Illinois Community College Board

NEW UNITS OF INSTRUCTION

Permanent Program Approval

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

Illinois Valley Community College

- Agronomy Associate in Applied Science (A.A.S.) degree (60 credit hours)

Lewis & Clark Community College

- Web Design & Development Associate in Applied Science (A.A.S.) degree (60 credit hours)

BACKGROUND

Illinois Valley Community College

Agronomy A.A.S. degree (60 credit hours)

Program Purpose: The A.A.S. degree program will prepare individuals for entry-level employment as supervisors, or for self-employment, in both the business and the production side of the agriculture industry. The program will also provide individuals currently working in the field with an educational credential which may lead towards advancement.

Catalog Description: The A.A.S. in Agronomy prepares students for employment or self-employment in the crop production, utilization, and management career fields. Agronomy students apply science and technology to crop production techniques to produce or manage food, feed, fiber and fuel. Students in agronomy study the latest in agricultural technology, sales and marketing techniques, crop growth and development, crop pest management, soil sciences, and develop management skills essential in the agronomy industry. Students with an AAS degree in Agronomy from IVCC can find employment in the agricultural input sector, production, or management professions.

Curricular Information: The degree program requires 15 credit hours of general education coursework, 42 credit hours of required career and technical coursework, and three (3) credit hours of technical electives. The career and technical component includes instruction in introductory field crop science, introductory agricultural economics, introductory agricultural mechanics, agricultural microcomputer applications, introductory soil science, introductory agricultural business management, introductory precision agriculture, crop production and management, soil fertility and fertilizers, agricultural sales, a required work-based learning experience in agriculture, and the option for related technical electives in agriculture, electronics, welding, industrial maintenance or manufacturing. Assessment of student learning will be achieved through evaluation of the student's performance during the work-based learning experience by program faculty and work-site supervisor.

Justification for Credit hours required for the degree: N/A.

Accrediting Information: N/A.

Supporting Labor Market Data (including employer partners): 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), overall growth in employment of occupations related to the Agriculture industry is expected to increase by 6% statewide through 2024. The college offered agriculture programs in the late 1980's and 1990's but were discontinued due to lack of interest. According to research done by the college, the local environment and status of the agriculture industry is significantly different than it was 20-30 years ago. The college established a program advisory committee to explore the potential interest in a degree program in this field and the support for graduates by local employers. The

support was overwhelmingly positive and in favor of developing an applied program that would lead to employment. The resulting degree is a reflection of the college's efforts to design a program that would prepare students for entry-level or self-employment and support the local workforce.

Table 1: Employer Partners

Employers	Location
Archer Daniels Midlands (ADM)	Mendota, IL
Monsanto Company	Princeton, IL
Pioneer Hi-Bred International	Princeton, IL
GAINCO FS, Inc.	Ottawa, IL
Lukach Seed Sales	Tonica, IL
Seatonville Elevator	Seatonville, IL
Pfister Seed Company	El Paso, IL
FBFM Farm Management	Springfield, IL
Central Illinois Equipment Sales	Hennepin, IL
Consolidated Grain & Barge Company	Hennepin, IL
LaSalle County Farm Bureau	Ottawa, IL
Bureau County Farm Bureau	Princeton, IL

Table 2: Projected Enrollments

Agromony AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	3	5	10
Part-Time Enrollments:	2	4	5
Completions:	-	5	8

Financial / Budgetary Information: One (1) existing full-time and one (1) existing part-time faculty will be necessary to implement the program. Part-time faculty will be added if necessary to manage enrollments. Qualified faculty must hold a Master's degree in Agriculture, one year related occupational experience and one year teaching experience preferred. All facilities are adequately in place to support the program. The college received significant equipment donations from local employers to support the program, however some additional purchases are planned during the first three years. The program will be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	-	\$4,128	\$5,568
Administrator Costs	-	-	-
Other Personnel Costs	-	-	-
Equipment Costs	\$10,000	\$5,000	\$5,000
Library/LRC Costs	-	-	-
Facility Costs*	-	-	-
Other (specify)	-	-	-
TOTAL NEW COSTS	\$10,000	\$9,128	\$10,568

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Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	1	0	1	0	0
Existing Faculty	1	0	1	1	1	2

Lewis & Clark Community College

Web Design & Development A.A.S. degree (60 credit hours)

Program Purpose: The A.A.S. degree will prepare individuals for entry-level employment in web design and development positions within a variety of industry settings.

Catalog Description: Web Design & Development encompasses many different skills and disciplines in the design, production, and maintenance of Web content. The Web Design & Development program at Lewis and Clark addresses the diversity of skills required by someone working in this exciting, dynamic and challenging career field. It combines the fundamentals of computing, designing Web graphics and visually pleasing Web experiences, interactivity, animation and Web technology as well as addressing current trends in the field.

Students graduating from the Web Design & Development program are well prepared to enter the market in this exciting and dynamic field. Students will have the skills necessary to obtain employment in Web design and animation, front-end and programming, Web marketing analysis, and content development. Students may also choose to go on to complete a four-year education at any number of institutions that partner with Lewis and Clark or that offer an interactive digital media/Web design & development degree.

Curricular Information: The A.A.S. degree curriculum consists of 15 credit hours of general education coursework, and 45 credit hours of required career and technical education coursework. The career and technical component includes instruction in web page design essentials, Adobe Illustrator, Adobe Photoshop, HTML (Hyper Text Markup Language) and CSS (Cascading Style Sheets), Dreamweaver, JavaScript and PHP, graphic design, digital photography, web animation, marketing creative portfolios, issues in e-commerce and social media, and a required work-based learning experience in web design. Students will be prepared for taking the optional Adobe ACA certification. The program degree program will serve as an educational ladder opportunity for students and graduates of the college's existing Basic Web Design Certificate. Assessment of student learning will be achieved through evaluation of the student's completion of a final project by program faculty.

Accrediting Information: N/A.

Justification for Credit hours required: N/A.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and the need for programs in this field of study. According to the Illinois Department of Employment Security (IDES), growth in the employment of "web developers" is expected to increase by 32.4% statewide, and by 27% within the college's district through the year 2024.

Table 1: Employer Partners

Employer	Location
Caleres	St. Louis, MO
BBB Industries	Sparta, TN
Buffalo Jump Design	Alton, IL

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Van-Guard Machine	Edwardsville, IL
Jacoby Arts Center	Alton, IL
LifeHouse Community Church	Alton, IL
St. Louis Warrior	Hazelwood, MO
Bethalto United Methodist Church	Bethalto, IL
Campbell Publications	Jerseyville, IL
PRIDE, Inc.	Godfrey, IL
Simmons Hanly Conroy	Alton, IL
Clodfelter Engraving	Alton, IL
Serpentine Web Solutions	Carlyle, IL
Riverbender Web Services	Alton, IL

Table 2: Projected Enrollments

Web Design & Development AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	6	8	10
Part-Time Enrollments:	8	10	12
Completions:	-	5	8

Financial / Budgetary Information: The programs will require one (1) existing full-time and two (2) existing part-time faculty the first year. Qualified faculty will hold at least a Bachelor’s degree in Web Design/Development or a related field, have at least five years of related occupational experience and at least one year of teaching experience. All facilities are adequately in place to support the program. The program will share resources with existing programs. No new costs will be incurred to implement the program. The programs will be supported fiscally through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	0	0	0
Administrator Costs	0	0	0
Other Personnel costs	0	0	0
Equipment Costs	0	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other	0	0	0
TOTAL NEW COSTS	\$0	\$0	\$0

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	0	0	0	0	0	0
Existing Faculty	1	2	1	2	1	2

INFORMATION ITEM – BASIC CERTIFICATE PROGRAM APPROVAL

Following is a list of Basic Certificates (less than 29 credit hours) that have been approved on behalf of the Illinois Community College Board by the President/CEO since the last Board meeting:

Permanent Program Approval

Elgin Community College

- Basic Spanish for Medical Personnel Certificate (6ch_

Lewis & Clark Community College

- Management-Agriculture Certificate (12 credit hours)

Moraine Valley Community College

- Patient Care Technician Certificate (21 credit hours)

Rend Lake College

- Entrepreneurship Certificate (13 credit hours)

Item #9.1
January 19, 2018

UNAPPROVED

Minutes of the 427th
Meeting of the
Illinois Community College Board
Harry L. Crisp II Community College Center
Second Floor Conference Room
401 East Capitol Avenue
Springfield, IL

December 1, 2017

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the December 1, 2017 meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chairman Lopez called the Board meeting to order at 9:05 a.m. and asked Ann Knoedler to call roll. The following Board members were present at this time: Jim Ayers, Terry Bruce, Suzanne Morris, and Dustin Heurman. A quorum was not declared. NOTE: Ann Kalayil and John Bambenek were on their way to the meeting. Nick Kachiroubas and Doug Mraz were on the phone. Board members Teresa Garate and Guy Alongi were absent.

Item #2 – Announcements and Remarks by Dr. Lazaro Lopez, Board Chair

Chair Lopez stated that there would be another declaration of a quorum once board members Ann Kalayil and John Bambenek arrived. Then Nick Kachiroubas and Doug Mraz would be voted in to participate in the meeting.

Chair Lopez welcomed new Board member Jim Ayers to the Board. Mr. Ayers has been a member of the Parkland College Board for 28 years and will be representing the IL Community College Trustees Association on the ICCB Board replacing long time member Jake Rendleman.

Chair Lopez congratulated Executive Director Dr. Karen Hunter Anderson on receiving the Visionary of the Year Award from the Chinese Mutual Aid Association in November. Dr. Lopez also congratulated the ICCB Institutional Research staff for receiving the Illinois Association for Institutional Research Special Recognition Award during the IL Educational Research Council Symposium.

To conclude his comments, Chair Lopez mentioned there will be discussion during the Executive Director's report on the Inspector General's report that was released about the City Colleges of Chicago.

Item #2.1a - Attendance by Means other than Physical Presence

The Board was unable to vote without a quorum physically present. This item will be revisited once at least one other Board member arrives.

Item #3 - Board Member Comments

The Board welcomed new Board member Jim Ayers.

Sue Morris announced that Dr. Karen Hunter Anderson is now an active member of the Midwestern Higher Education Compact and is a very good addition and will be very insightful when dealing with educational issues.

Item #4 - Executive Director Report

Dr. Anderson began by welcoming new board member Jim Ayers to the Board. Dr. Anderson also mentioned that student Board member Brenden McGlenn resigned from this position this past Wednesday. A new replacement will hopefully be chosen at the next Student Advisory Council meeting being held at the end of January 2018.

Dr. Anderson congratulated the ICCB Institutional Research staff for receiving the Illinois Association for Institutional Research Special Recognition Award during the IL Educational Research Council Symposium.

The ICCB has hired four new employees this year:

- March 1: Jared Ebel - Associate Director of Financial Compliance and Accountability
- April 1: Emily Buhnerkempe - Director of Academic Affairs
- September 16: Jane Black - Associate Director for Adult Education - Program Compliance
- November 16: James Flaherty - Associate Director of Adult Education - Regional Specialist

The Illinois General Assembly formed a Higher Education Working Group on November 8, 2017 comprised of 12 legislators, three of whom were chosen by each caucus leader. The Group will be meeting on Monday December 4th in Chicago and asked to hear what specific initiatives the ICCB has to improve the affordability, efficiency and effectiveness of the Illinois community colleges. Along with Dr. Anderson's attendance during this meeting, staff members Ellen Andres, Matt Berry, and Brian Durham will also be in attendance.

Board member John Bambenek arrived at 9:11 a.m.

Board member Ann Kalayil arrived at 9:14 a.m.

At 9:19 a.m., Chair Lopez asked Ann Knoedler to call roll again in order for the Board to declare a quorum. The following Board members were present at this time: Jim Ayers, Terry Bruce, Lazaro Lopez, Suzanne Morris, Dustin Heuerman, Ann Kalayil and John Bambenek. A quorum was declared. NOTE: Nick Kachiroubas and Doug Mraz were on the phone.

Chair Lopez stated that Board member **Doug Mraz** is unable to attend today's meeting due to a work conflict. According to Section 7 of the Open Meetings Act, **Doug Mraz** may participate in today's meeting via conference call and the Board needs a motion to allow his attendance.

John Bambenek made a motion, which was seconded by Dustin Heuerman, to allow Board member **Doug Mraz** to participate in today's Board meeting via conference call.

A roll call vote was taken with the following results:

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Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Suzanne Morris	Yea
Terry Bruce	Yea	Laz Lopez	Yea
Dustin Heuerman	Yea		

The motion was approved.

Doug Mraz stated, for the record, he is located at his place of employment in Chicago and unable to the Board meeting due to a work conflict. Chair Lopez stated that all further matters that require a vote will be conducted via roll call in order to properly record **Doug Mraz's** participation in this meeting.

* * * * *

Chair Lopez stated that Board member **Nick Kachiroubas** is unable to attend today's meeting due to a work conflict. According to Section 7 of the Open Meetings Act, **Nick Kachiroubas** may participate in today's meeting via conference call and the Board needs a motion to allow his attendance.

Terry Bruce made a motion, which was seconded by Suzanne Morris, to allow Board member **Nick Kachiroubas** to participate in today's Board meeting via conference call.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea

The motion was approved.

Nick Kachiroubas stated, for the record, he is located at his place of employment in Crystal Lake and unable to the Board meeting due to a work conflict. Chair Lopez stated that all further matters that require a vote will be conducted via roll call in order to properly record **Nick Kachiroubas'** participation in this meeting.

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Item #4 - Executive Director Report (continued)

A 234 page report on the City Colleges of Chicago (CCC) was submitted to the Chancellor in February 2017 and was just reported on and released to the public. The ICCB was not given a copy or notified of this report. This report was conducted by an Inspector General, an internal auditor of the CCC. This is not the same Inspector General that is in charge of the Illinois State Agencies. Once investigation begins, it is not disclosed to anyone. Everything is confidential and the IG operates in complete privacy. This is a reason that the ICCB would not have been notified of the investigation. Dr. Anderson stated the agency conducted a recognition visit in 2014 and the program in question was just beginning. The next recognition visit was scheduled for 2019. The CCC brought the discrepancy in question within the report to the ICCB's attention, which they were working on together before the media release of the report. The extra credit hour allocations that CCC received will be returned to the ICCB. Currently, ICCB and CCC staff are in the process of setting dates for a special recognition visit to get a more in-depth look at this situation. Since the ICCB recognizes the CCC as a district, all of the college campuses will be visited. The Board will then need to accept the ICCB staff's findings. Once these steps have occurred, a repayment schedule will be set for the CCC.

Item #5 - Committee Reports

Item #5.1 - Academic, Workforce, and Student Support

Dustin Heuerman stated the committee met on Thursday, November 30th at 5:00 p.m.

- Brian Durham provided information on the phasing out of the Associate Arts in Teaching (AAT) degree.
 - There were only 9 completions within the last few years.
 - There are better alternatives to help students transfer and achieve their goals.
 - Students currently in this program will be able to complete, but no new admissions will be allowed.
 - Each college that offers this degree has been consulted and agrees to this change.
- Jennifer Foster provided an update on the Illinois Adult Education Strategic Plan, which has a short window for completion but is making progress. Nick Kachiroubas is our representative on the task force for ICCB.
- Brian Durham also provided an update on new units of instruction that will come before the board at the board meeting – one of which is a collaboration between Lincoln Land Community College and the National Science Foundation on forming a competency-based certificate.
- Jeff Newell provided an update on exploration of opportunities and best practices to help students succeed while in college.
- Nathan Wilson provided a great update on the progress of the Postsecondary Report Card, which will give viewers a comprehensive look at a variety of factors in higher education. Right now information is provided through ICCB website on comparing Illinois community colleges; however, when finished, this report card should help compare universities and community colleges as well. Nathan and his team are also collaborating with Northern Illinois University to better track students going from K12 into higher education and also to track students after they leave higher education.

Item #5.2 - Finance, Operations, and External Affairs

The Committee met on Friday, December 1st at 8:00 a.m. and discussed the following items:

- Timeliness of State payments for colleges and adult education grantees
 - Fiscal year 2017 final payments – will not be paid by the December 31st deadline but have been negotiated to extend the deadline.
- Financial Statements: Fiscal Year 2018 (INFORMATION ITEM) (*Agenda Item 13.1*)
 - State General Funds
 - Special State Fund
 - Federal Funds
 - Bond Financed Funds
- FY19 Budget Process
- Spring 2018 Legislative Agenda - Matt Berry informed the Board of the items that will be focused on, including:
 - Third Party Contracts and Apprenticeship Programs
 - Modernization of the Public Community College Act

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- Joint Purchasing Authority
- Community College Bachelor of Science in Nursing (BSN)
- The spring 2018 Legislative Agenda will be voted on by the Board at the January 19, 2018 Board meeting.

- Administrative Rules
 - January 2018 Regulatory Agenda (CONSENT AGENDA) (*Agenda Item 12.2*)
 - Proposed Amendments to Administrative Rules (INFORMATION ITEM) (*Agenda Item 13.2*) - *Makes minor changes to the Lincoln's Challenge scholarship program.*

- Matt Berry informed the Board of legislative issues at the Federal level including:
 - **Tax Bills:** House plan, passed earlier this month --- strips out many tax benefits that made attending college and graduate programs as well as repaying student loans more affordable. Under the House proposal some, but not all, public pension investments would become subject to the Unrelated Business Income Tax, state and local pension systems would have to pay federal tax on their investments. The Senate plan, which has already cleared committee, left out many provisions of the House plan directly affecting student benefits. It included a proposal that would create new costs for nonprofit entities like universities with business income unrelated to their core education mission. A provision that eliminates the ability to deduct any state and local taxes from a taxpayer's federal liability could have even bigger long-term consequences for public higher education by placing a huge strain on state budgets. It appears increasingly likely that some version of the tax plan will pass the Senate -- possibly as soon as this week. Details of tax reform legislation, and the discrepancies between the two versions, will be worked out in conference committee.

Congress and Administration Focus on FAFSA Reform: This week, the Senate Committee on Health, Education, Labor, and Pensions held a hearing to examine the simplification of the FAFSA. The hearing was held to look at this issue relative to the reauthorization of the Higher Education Act. Overall there was consensus amongst the witnesses and committee members that the FAFSA should be simplified for students and families applying for financial aid. However, debate remains on how to best structure the questions on the form. At this week's Federal Student Aid (FSA) conference, Secretary DeVos announced that the Department of Education intends to make the FAFSA available on a new mobile app by spring 2018.

Deferred Actions for Childhood Arrivals (DACA) program: September 5th President Trump announced that the Deferred Actions for Childhood Arrivals (DACA) program would expire on March 5 (six-month phase out) absent congressional intervention. Renewals have been processed through October 5th. There's been no concrete action on this issue. Several bills, including DREAM Act, Introduced & House Republican Group Studying Options. Negotiations on legislative solutions — largely among Republicans — continue, but they have become entangled with immigration enforcement issues as well as different approaches to the “Dreamers” population itself. AACC continues to work aggressively to encourage congressional action to secure the future of individuals currently covered by DACA. ICCB, ICCTA, and numerous community colleges across the state signed on to a letter calling on congressional action. A resolution could be part of a final budget deal.

FY 2018 Funding: Congress has failed to enact funding bills by the start of the fiscal year – October 1st.

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The current FY 2018 continuing resolution (CR) funds the government through December 8. One or more short-term funding vehicles may be used to keep the government operating into the New Year. This scenario rests on the possibility of at least some Democratic votes, which in turn hinges on compromises over spending levels and possibly DACA. Currently, the possibility of a government shutdown cannot be ruled out.

Pell Grant Program: House freezes maximum grant and cuts surplus by \$3.3 billion. Senate boosts maximum by \$100 and cuts surplus by \$2.6 billion. WIOA: House Cuts Programs, some deeply; Senate Level-Funds. Apprenticeships cut by House, maintained by Senate. Whenever the FY 2018 funding process is resolved, the issue of a potential \$100 increase in the maximum Pell Grant (contained in the Senate's education funding bill, but not the House's) will be on the table.

HEA reauthorization: Role, value, and effectiveness of Higher Ed are expected to be major themes. / No new money and "simplification" are prominent concepts. The House Committee on Education and the Workforce, chaired by Rep. Virginia Foxx (R-North Carolina), is expected to offer a comprehensive HEA reauthorization bill soon. A markup (i.e., amendments and possible passage) of this legislation could occur within one week or less of its introduction. The legislation will likely propose major changes to federal student aid and other key higher education programs. Potential new "risk-sharing" proposals – new financial penalties or sanctions tied to loan repayment rates or defaults. Possible changes to the accreditation process via federal statute. Federal reforms to accreditation that incorporate 'bright-line' standards on outcomes. The for-profit industry is expected to largely benefit from the legislation. Stay tuned for more information. Despite the release of bills, completing action this Congress appears challenging.

* * * * *

The Board took a break at 10:11 a.m.

The Board returned from break at 10:25 a.m.

* * * * *

Item #6 – Illinois Board of Higher Education

John Bambenek gave a brief update on the last meeting held by the IBHE and their recent staff changes. Dr. Al Bowman has been hired as the new Executive Director of the IBHE and Dr. Stephanie Bernoteit has been appointed as the Interim Deputy Director for Academic Affairs. Their next meeting will be held December 12th, where amendments to their administrative rules will be discussed.

Item #7 – Public Agenda Report

Dustin Heuerman reported the last meeting was held at the beginning of November. Based off of the four goals established in 2008, proposed priorities for the Public Agenda include:

- Reducing outmigration by improving regional competition, access and affordability of Illinois higher education
 - Increasing dual credit opportunities
- Redefining the role, responsibility and accountability for public funding of higher education
- Developing incentives for community college students and adults to attain degrees

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- Increasing reverse transfer agreements
- Utilizing community college regions to develop a regional plan to contribute to the 60x25 goal
- Integrate the business community to create policy to offer the best education to the largest number of Illinois students

The IL Community College Board should be able to vote on support of the Public Agenda at the ICCB meeting in March.

Item #8 - Advisory Organizations

Item #8.1 - Illinois Council of Community College Presidents

Dr. John Avendano stated the Council's last meeting was held on November 10th and 11th in Lisle. Comptroller Mendoza was in attendance and addressed the Council. The focus was on the move by Occupational Therapy professional organizations to make the Bachelor's Degree the entry level requirement for employment. IL community colleges currently offer an Associate's Degree in Occupational Therapy while the four year colleges and universities only offer this particular program in a Doctorate Degree. Still on the agenda is pursuing the Bachelor's of Science Degree in Nursing (BSN). Also reviewed was the recently signed CAREER Agreement that has caused borders/boundaries/recruitment concerns for the community colleges. The Council also discussed the importance of responding as a system to do what's best for the system even though it might not be the best option for an individual college.

Since the next meeting will be held at the end of January 2018, there will not be a report given at the ICCB January 19th Board Meeting.

Item #8.2 - Student Advisory Council

Jeff Newell reported that the ICCB Student Advisory Committee met on November 10 in Lisle with students from 30 colleges in attendance. The ICCB Board Goals were provided, the issues discussed included Student Advocacy Day, hurricane relief, and the expansion of student support services. The next SAC meeting is scheduled to take place by phone on January 19, 2018. The Council will select a new ICCB student Board member during this meeting.

Item #8.3 - Illinois Community College Trustees Association

Mr. Mike Monaghan began by welcoming Jim Ayers to the ICCB Board.

The Association's last meeting was held on November 11-12 in Lisle. Topics discussed included sexual harassment, the Bachelors of Science Degree in Nursing (BSN), and the legislative agenda.

All but 30 community college trustees have completed the mandatory trustee training. These 30 trustees have until the end of May 2018 to complete. If they fail to receive the training, their names will be posted as uncompleted on the college's website.

The next meeting will be held on February 10-11, 2018, as a conference call, in replacement of the annual Washington, D.C. trip.

Item #8.4 – Adult Education and Family Literacy Council

Ms. Elizabeth Hobson, from Elgin Community College, reported the Council last met on September 28th. The Council was broken up into two subcommittees: Comprehensive Student Support Services and Curriculum and Instruction.

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The Comprehensive Student Support Services Committee discussed the following topics:

- Resources: Illinois WorkNet (Career Planning, Labor Market info) -- how do we ensure that all adult education students have access to these resources?
- How do referrals happen on a programmatic level?
- What are barriers?
- Poverty, lack of knowledge of services, language, transportation, childcare, mental health.
- How do we ensure that all resources are being leveraged in communities and that duplication of services are limited?
- Access is also an issue in areas with few one-stops/service providers – can adult ed providers become satellite offices for one-stops?
- How do we increase virtual services to adult ed providers?

Next Steps/Recommendations:

- Develop referral forms that are standardized across partners
- Common database/platform - biggest barrier to integrated services
- Share ICCB/Title 1 expectations of one-stop RFP so that Adult Ed understands how to better leverage services
- IDES/DCEO can provide brief presentation about services – next meeting emphasis on information sharing on partners (sharing service matrixes from MOU's).

The Curriculum and Instruction Committee discussed the following topics:

- Reviewed what we are currently doing as far as technology in the classroom
- Identified different types of use of technology in the classroom and at a distance
- Created questions we need to reach out to others to get answered – will do with survey and making connections with other states, programs and providers

Next Steps/Recommendations:

- Committee members will contact other states and Canada about best practices
- Sub-committee 1 – will create survey to send to field about technology and WIOA topics October 5th at 11:00 a.m.
- Sub-committee 2 – will identify questions about data to ask Ben McDaniel

The next physical meeting of the entire 31 member council will be held on March 15, 2018.

Item #9 – New Units of Instruction

Item #9.1 – Lincoln Land Community College

John Bambenek made a motion, which was seconded by Dustin Heuerman, 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

Lincoln Land Community College

- Cybersecurity Certificate (36.5 credit hours)
- Cybersecurity CBE (Competency-Based Education) Certificate (36.5 credit hours)

A roll call vote was taken with the following results:

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Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

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

Item #10.1 – Carl Sandburg College, Prairie State College, Sauk Valley Community College, South Suburban College, Southwestern Illinois Community College AND Item #10.2 – Elgin Community College

John Bambenek made a motion, which was seconded by Ann Kalayil, to approve the following motion:

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

Carl Sandburg College
Prairie State College
Sauk Valley Community College
South Suburban College
Southwestern Illinois Community College
Elgin Community College

A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

Item #10.3 – Parkland College

Dustin Heuerman made a motion, which was seconded by John Bambenek, to approve the following motion:

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

Parkland College

A roll call vote was taken with the following results:

Jim Ayers	Abstain	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea

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Nick Kachiroubas Yea

The motion was approved. Jim Ayers abstained.

Item #11 - Adoption of Minutes

Item #11.1 - Minutes of the September 15, 2017 Board Meeting

John Bambenek made a motion, which was seconded by Doug Mraz, to approve the following motion:

The Illinois Community College Board hereby approves the Board minutes of the September 15, 2017 meeting as recorded.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Abstain	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved. Dustin Heuerman abstained.

Item #12 – Consent Agenda

Ann Kalayil made a motion, which was seconded by John Bambenek, to approve the following motions, with the removal of item #12.4a:

Item #12.1 - Illinois Community College Board Advisory Committee Member Appointments

The Illinois Community College Board hereby authorizes the Executive Director to extend all expiring appointments to the Finance Advisory Committee, the MIS/Research Advisory Committee, and the Program Advisory Committee for one year.

Item #12.2 - January 2018 Regulatory Agenda

The Illinois Community College Board hereby approves the January 2018 Regulatory Agenda listed below:

ILLINOIS COMMUNITY COLLEGE BOARD
JANUARY 2018 REGULATORY AGENDA

- a) **Part (Heading and Code Citations):** Administration of the Illinois Public Community College Act, 23 Ill. Adm. Code 1501

1) Rulemaking:

- A) **Description:** The Board proposes the adoption of new administrative rules pursuant to the Credit for Prior Learning Act (Public Act 100-0261). The Act requires the Board to adopt rules to permit community colleges to award credit for prior learning after the assessment of prior learning experiences for documented learning that demonstrates achievement of all terminal objectives for a specific course or courses.
- B) **Statutory Authority:** Credit for Prior Learning Act [110 ILCS 160]

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- C) Scheduled meeting/hearing dates: None have been scheduled.
- D) Date agency anticipates First Notice: February 2018
- E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business, small municipalities, and not for profit corporations.
- F) Agency contact person for information:
Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411
Fax: 217/524-4981
- G) Related rulemakings and other pertinent information: None

2) Rulemaking:

- A) Description: The Board proposes to amend its rules regarding local community college district reporting. Public Act 100-0195 adds a new requirement that community college districts report yearly their policies on awarding credit for military experience to the Board.
- B) Statutory Authority: Educational Credit for Military Experience Act [110 ILCS 32]
- C) Scheduled meeting/hearing dates: None have been scheduled.
- D) Date agency anticipates First Notice: February 2018
- E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business, small municipalities, and not for profit corporations.
- F) Agency contact person for information:
Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411
Fax: 217/524-4981
- G) Related rulemakings and other pertinent information: None

3) Rulemaking:

- B) Description: The Board proposes the adoption of new administrative rules pursuant Public Act 99-0692 that codifies the Board's processes and criteria for approval of trustee training provides.

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- B) Statutory Authority: Public Community College Act [110 ILCS 805/3-8.5]
- C) Scheduled meeting/hearing dates: None have been scheduled.
- D) Date agency anticipates First Notice: Summer 2017
- E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business, small municipalities, and not for profit corporations.
- F) Agency contact person for information:
Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411
Fax: 217/524-4981
- G) Related rulemakings and other pertinent information: None

4) Rulemaking:

- A) Description: The Board proposes to define “apprenticeship programs” within the administrative rules for community college academic programs.
- B) Statutory Authority: Public Community College Act [110 ILCS 805]
- C) Scheduled meeting/hearing dates: None have been scheduled.
- D) Date agency anticipates First Notice: Summer/Fall 2017
- E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business, small municipalities, and not for profit corporations.
- F) Agency contact person for information:
Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411
Fax: 217/524-4981
- G) Related rulemakings and other pertinent information: None

5) Rulemaking:

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A) Description: The Board is currently implementing transitional math courses as is required by the Postsecondary Workforce Readiness Act (P.A. 99-0674). As the Board continues full implementation, the adoption of new administrative rules or amendment of existing rules of the Board may be necessary.

B) Statutory Authority: Postsecondary and Workforce Readiness Act. [110 ILCS 148]

C) Scheduled meeting/hearing dates: None have been scheduled.

D) Date agency anticipates First Notice: Fall 2017

E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business, small municipalities, and not for profit corporations.

F) Agency contact person for information:

Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411

Fax: 217/524-4981

G) Related rulemakings and other pertinent information: None

b) Part (Heading and Code Citations): New Part Assignment Pending

1) Rulemaking:

A) Description: P. A. 100-0514 allows ICCB to approve high school diploma programs for adult learners for community colleges, intermediate service centers, Chicago Public Schools, and non-profits in a partnership with regional superintendents of schools. Students who successfully complete the program can receive a high school diploma. The Act authorizes the Illinois Community College Board to adopt rules necessary to implement approval of high school diploma programs for adult learners.

B) Statutory Authority: School Code [105 ILCS 5/3-15.12a]

C) Scheduled meeting/hearing dates: None have been scheduled.

D) Date agency anticipates First Notice: April 2017

E) Effect on small businesses, small municipalities or not for profit corporations: The Board believes this rulemaking will not affect small business or small municipalities. Not for profit corporations wishing to establish a program to provide a high school diploma to adult learners will be required to meet eligibility, application criteria and approval criteria as defined in P.A. 100-0514 and further delineated by the proposed rulemaking.

F) Agency contact person for information:

Matt Berry
Rules Coordinator
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 6270

Telephone: 217/785-7411
Fax: 217/524-4981

G) Related rulemakings and other pertinent information: None

Item #12.3 - Illinois Common Career Pathways Definition and Guidance

The Illinois Community College Board hereby adopts the Illinois Common Career Pathway Definition and Guidance.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

Item #12 – Consent Agenda

Ann Kalayil made a motion, which was seconded by John Bambenek, to approve the following motion:

Item #12.4a - Illinois Community College Board Advisory Committee Member Appointments

The Illinois Community College Board hereby approves Lake Land College to enter into negotiations with the home district of each correctional facility listed in this item and with the IDOC to offer educational services to the listed correctional institutions.

College District	Correctional Institution
Black Hawk College	East Moline Correctional Center
Carl Sandburg College	Hill Correctional Center
Heartland Community College	Lincoln Correctional Center Logan Correctional Center
Illinois Valley Community College	Sheridan Correctional Center
John Wood Community College	Western Illinois Correctional Center
Lincoln Land Community College	Graham Correctional Center Jacksonville Correctional Center Taylorville Correctional Center
Richland Community College	Decatur Correctional Center
Sauk Valley Community College	Dixon Correctional Center
Shawnee Community College	Shawnee Correctional Center Vienna Correctional Center
Southwestern Illinois College	Southwestern Illinois Correctional Center
Spoon River College	Illinois River Correctional Center

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A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Abstain	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved. Dustin Heuerman abstained.

Item #13 - Information Items

There was no discussion.

Item #13.1 - Fiscal Year 2018 Financial Statements

Item #13.2 - Administrative Rules Changes

Item #13.2a - Lincoln's Challenge

Item #14 - Other Business

Chair Lopez stated Chancellor Salgado of City Colleges of Chicago has requested to address the Board at one of our upcoming Board meetings.

Item #15 - Public Comment

Board member Nick Kachiroubas requested that Matt Berry send out an update on the impact of the Federal issues he mentioned earlier in the meeting.

Item #16 - Executive Session

The Board did not enter into Executive Session.

Item #17 - Executive Session Recommendations

There were no recommendations made.

Item #18 - Adjournment

John Bambenek made a motion, which was seconded by Dustin Heuerman, to adjourn the Board meeting at 11:16 a.m.

A roll call vote was taken with the following results:

Jim Ayers	Yea	Ann Kalayil	Yea
John Bambenek	Yea	Doug Mraz	Yea
Terry Bruce	Yea	Suzanne Morris	Yea
Dustin Heuerman	Yea	Laz Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

Illinois Community College Board

FISCAL YEAR 2019 CAPITAL BUDGET REQUEST

The Illinois Community College Board fiscal year 2019 capital budget request is made up of three components: support for allocating funds to the remaining Illinois Jobs Now! FY 2010 capital appropriations, Capital Renewal Grants, and college specific projects.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby:

1. Approves the fiscal year 2019 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.

BACKGROUND

Support for allocating funds to the remaining Illinois Jobs Now! Fiscal Year 2010 capital appropriations: In Fiscal Year 2010, a multi-year capital program titled Illinois Jobs Now! was passed by the General Assembly. It is a \$31 billion program financed with General Obligation and Build Illinois bonds. Over \$434.1 million was designated for community college system projects: twenty projects from the ICCB's FY 2010 capital list, the final sixteen projects from the ICCB's Enhanced Construction (or Temporary Facility Replacement) Program, capital renewal funds allocated to every college in the system, and legislative initiatives. Four years ago, the General Assembly authorized bond sales for the completion of the remainder of Illinois Jobs Now! projects. More than \$30 million of the \$434.1 million dedicated to community colleges have not been released and \$4.6 million have been released, but put on hold. Table 1 summarizes the status of projects. Narratives follow for projects appropriated in the FY 2010 capital appropriation that have not been released or construction has been put on-hold.

Capital Renewal Grants. The Capital Renewal Grant program allocates funds to community colleges based on the amount of owned gross square feet of each district. The FY2019 budget request for the system is \$141.1 million. This is made up of twelve years of unfunded grants including the budget year.

In the past and at the request of the Governor, the General Assembly would annually appropriate \$9.1 million in Capital Renewal Grants to the community colleges for system-wide maintenance projects. In fiscal year 2010, the Illinois Jobs Now! Program, the Governor allocated \$27.3 million (three years of funding) for this grant. Prior to this, the General Assembly had not appropriated any capital funding, including Capital Renewal Grants, for five fiscal years (FY2005-FY2009), and they have not appropriated any since FY 2010.

College Specific Projects: Colleges request state funding for construction projects in their Resource Allocation and Management Plan (RAMP) which is submitted annually to the ICCB. This year the ICCB received 81 requests which totaled over \$1.48 billion. Community colleges are required to fund at least twenty five percent of the project. If every project is funded, the FY 2019 college request would require over \$1.12 billion in state funding.

Table 2 summarizes the 23 projects prioritized on the ICCB capital list that will be submitted to the Governor's Office of Management and Budget, the Illinois General Assembly, and the Illinois Board of Higher Education for inclusion in the higher education capital budget request. Projects were evaluated using criteria established in the *Administrative Rules of the Illinois Community College Board*. The result of this staff evaluation process is a selection, or ranking, of projects for the capital budget request. The only change on the list, from last fiscal year, is technical adjustments and an inflationary increase for each project. Projects stay on the list in the same order until they are funded or the college does not ask for state funds. Narratives follow to support the 24 specific college project requests. A 24th project for a system wide deferred maintenance funding initiative is included on the list. Deferred maintenance estimates from the community colleges exceed \$1.2 billion, and such an initiative would benefit all community colleges.

Table 3 lists all the projects submitted by the colleges as part of their FY2019 RAMP requests.

Following the tables, are descriptions of the individual projects recommended for funding.

Table 1
Illinois Community College Board
Fiscal Year 2019 Capital Budget Recommendation
Illinois Jobs Now! Capital Re-Appropriations

Rank	District	Project Title	P.A.96-0035 FY 2010				
			State Funding	Local Funding	Project Total	State Capital Appropriation	Funds Released
2010-1	Lake Land	Student Services Building Addition (project in desgin phase)	\$ 3,654.5	\$ 1,218.2	\$ 10,376.1	\$ 6,721.6	\$ 2,361.1
2010-5	Elgin	Spartan Drive Extension	2,244.8	748.3	2,993.1	2,244.8	2,244.8
2010-9	Lake Land	Rural Development Technology Center	9,821.9	3,274.0	13,095.9	7,524.1	
2010-10	DuPage	Instructional Center Noise Abatement	2,220.9	589.6	2,810.5	1,544.6	
2010-15	IECC: Lincoln Trail	Center for Technology	10,802.1	2,952.3	13,754.4	7,569.8	
2010-30	IECC: Wabash Valley	Technology/Student Support Expansion to Main Hall & Renovation	7,556.9	2,519.0	10,075.9	4,029.4	
2010-38	Kaskaskia	Vandalia Education Center Phase II	7,250.5	5,582.2	12,832.7	5,600.0	
Total: FY 2010 Illinois Jobs Now! Projects not released or on-hold			\$ 43,551.6	\$ 16,883.5	\$ 65,938.6	\$ 35,234.3	\$ 4,605.9

Table 2
Illinois Community College Board
Fiscal Year 2019 New Capital Budget Recommendation

Rank	District	Project Title	State Funding Request	Local Funding Match	Project Total	Cumulative State Funding Request
	Statewide	Capital Renewal Grants	\$ 141,100.0	\$ 47,033.3	\$ 188,133.3	\$ 141,100.0
1	Joliet	Build Out /Completion of Downtown City Center Campus Shell	18,405.6	6,135.2	24,540.8	159,505.6
2	Spoon River	Educational Buildings Remodeling and Expansion	5,923.7	1,974.5	7,898.2	165,429.3
3	Lincoln Land	Phase Two Eastern Regional (Taylorville) Center Expansion	3,683.7	1,228.0	4,911.7	169,113.0
4	Southeastern	Carmi/White County Vocational Building Addition	1,642.5	547.5	2,190.0	170,755.5
5	Waubensee	Henning Academic Computing Center Addition	12,107.1	4,035.6	16,142.7	182,862.6
6	IECC Olney Central	Applied Technology Center	2,265.0	92.3	2,357.3	185,127.6
7	Carl Sandburg	Parking Lot Paving	423.9	141.3	565.2	185,551.5
8	DuPage	Grounds and Retention Pond Improvements	3,237.9	1,079.3	4,317.2	188,789.4
9	Rend Lake	Allied Health Building	5,158.0	1,719.3	6,877.3	193,947.4
10	Morton	Parking Lot, Roadways, and Walkway Replacements	4,667.1	1,555.7	6,222.8	198,614.5
11	McHenry	Career, Technical ,& Manufacturing Center	14,682.0	4,894.0	19,576.0	213,296.5
12	Oakton	Addition/Remodeling Des Plaines Campus	39,761.3	13,253.8	53,015.1	253,057.8
13	Triton	Installation of Backflow Preventors	1,673.3	557.8	2,231.1	254,731.1
14	Shawnee	Cairo Regional Education Center	1,913.3	637.8	2,551.1	256,644.4
15	Danville	Clock Tower Center & Ornamental Horticulture Rehab/Remodeling	2,215.2	738.4	2,953.6	258,859.6
16	Moraine Valley	Renovation of Buildings A,B,& L/Health Careers Center	41,169.6	13,723.2	54,892.8	300,029.2
17	Lake County	Classroom Building (Southlake Center)	25,412.1	8,470.7	33,882.8	325,441.3
18	South Suburban	Allied Health Addition	30,419.3	7,180.2	37,599.5	355,860.6
19	Triton	Renovation of Campus Light Fixtures	1,429.1	476.4	1,905.5	357,289.7
20	IECC Frontier	Student Education and Support Center	2,580.0	860.0	3,440.0	359,869.7
21	Moraine Valley	Classroom Building	23,304.9	7,768.3	31,073.2	383,174.6
22	Triton	Advanced Technology Building-2nd Fl Addition & 1st Fl Renovation	26,387.2	8,795.7	35,182.9	409,561.8
23	McHenry	Science and Health Professions Center	16,233.0	5,411.0	21,644.0	425,794.8
24	ICCB	Illinois Community College System Deferred Maintenance	60,000.0	20,000.0	80,000.0	485,794.8
Total: FY2019 Capital Project Request			\$ 485,794.8	\$ 158,309.3	\$ 644,104.1	

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Table 3
Illinois Community College Board
Summary of All Projects Submitted in FY 2019 RAMP Requests

District	Priority	Project Title	Estimated Cost	ICCB Priority #
Black Hawk		NO REQUESTS		
Chicago	1	Daley College - Advanced Manufacturing and Engineering Center	\$ 45,000.0	
	2	Dawson Tech Trades Program - Virtual Construction Site Space	14,375.0	
	3	Harold Washington - Replace Plumbing Piping System	5,847.7	
	4	Olive Harvey - Completion of Partially Constructed TDL Center	20,000.0	
	5	Kennedy King - English Emporium Creation - Linguistics Concentration and	1,200.0	
	6	Malcolm X College/West Side Learning Center - Basic Nursing Assistant Lab	5,128.7	
	7	Wright - Campus Wayfinding and Student Environment Upgrades	3,197.7	
	8	District Wide - Smart Classrooms	15,758.6	
	9	Truman College - Renovation of General Education Science Labs	1,700.0	
		District Subtotal:	\$ 112,207.7	
Danville	1	Remodeling Clock Tower Center	\$ 2,953.6	15
	2	Ornamental Horticulture Rehabilitation	518.9	
	3	Campus Storage Facility	1,516.9	
	4	Paving Parking Lots	346.7	
		District Subtotal:	\$ 5,336.1	
DuPage	1	Grounds and Retention Pond Improvements	\$ 4,317.2	8
Elgin	1	Art & Technology Building	\$ 30,326.4	
Harper	1	Addition and Remodeling to the Business and Social Science Center (Buildings I	\$ 63,932.6	
Heartland	1	Roadway and Parking Lot Infrastructure Replacement	\$ 537.5	
Highland		NO REQUESTS		
Illinois Central		NO REQUESTS		
Illinois Eastern	1	Applied Technology Center-Olney Central	\$ 2,357.3	6
	2	Student Education & Support Center- Frontier	3,440.0	20
		District Subtotal:	\$ 5,797.3	
Illinois Valley		NO REQUESTS		
Joliet	1	Build Out and Completion of a City Center	\$ 27,874.1	1
	2	Eastern Portion of District -Campus Construction	21,818.6	
	3	Romeoville Campus Expansion	38,327.5	
		District Subtotal:	\$ 88,020.2	
Kankakee		NO REQUESTS		
Kaskaskia	1	HVAC Equipment and Control Replacement	\$ 5,000.0	
	2	Parking Lot and Drainage Improvements	2,850.0	
	3	Fine and Performing Arts Addition	7,173.6	
		District Subtotal:	\$ 15,023.6	
Kishwaukee		NO REQUESTS		
Lake County	1	Classroom Building at Southlake	\$ 33,882.8	17
	2	Infrastructure Repair and Replacement	57,238.9	
	3	Center for Wellness and Health Promotion	79,122.3	
		District Subtotal:	\$ 170,244.0	
Lake Land	1	Rehabilitation of Kluthe Center	\$ 40,260.3	
Lewis and Clark	1	Main Complex Renovation	\$ 31,832.1	
	2	Student Success Center	5,523.0	
	3	Roadway Improvements	2,369.9	
	4	Maintenance and Security Building	5,029.5	

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Summary of All Projects Submitted in FY 2019 RAMP Requests

District	Priority	Project Title	Estimated Cost	ICCB Priority #
	5	George C. Terry River Bend Arena Expansion	5,000.0	
	6	Erickson Addition and Renovation	4,000.0	
	7	The Evergreens Renovation	200.0	
		District Subtotal:	\$ 53,954.5	
Lincoln Land	1	Project Outreach Center Expansion - Phase Two	\$ 4,911.70	3
	2	Classrooms, Testing Center, and Student Services Renovations	4,473.4	
	3	Renovation of Montgomery Hall for Adult and Community Education	1,753.5	
		District Subtotal:	\$ 11,138.6	
John A. Logan	1	Parking Lot A and Adjacent Roadways Resurfacing	\$ 1,999.6	
	2	Renovations of Student Services	6,996.1	
		District Subtotal:	\$ 8,995.7	
McHenry	1	Career, Technology and Manufacturing Center	\$ 19,576.0	11
	2	Science and Health Professions Center	24,644.0	23
	3	Student Life Center	40,039.9	
		District Subtotal:	\$ 84,259.9	
Moraine Valley	1	Renovations of Building A, B, & L/Health Careers Center	\$ 54,892.8	16
	2	Classroom Building	31,073.2	21
		District Subtotal:	\$ 85,966.0	
Morton	1	Parking Lots, Roadways, & Walkway Replacement	\$ 6,222.8	10
	2	HVAC Equipment and Roofing Replacement	10,952.4	
	3	Campus Operations Building	9,669.4	
	4	Allied Health Technology Center	68,711.3	
	5	Community Instructional Center	40,647.3	
		District Subtotal:	\$ 136,203.2	
Oakton	1	Addition/Remodeling at the Des Plaines Campus	\$ 53,015.1	12
Parkland		NO REQUESTS		
Prairie State	1	Student Life and Campus Center	\$ 34,478.0	
	2	Nursing and Allied Health Building	18,087.0	
	3	Reconfiguration and Electrical Lighting Imp to Parking Lots A,B,C,D & E	12,851.9	
	4	Music and Fine Arts Building	9,983.7	
		District Subtotal:	\$ 75,400.6	
Rend Lake	1	Allied Health Building	\$ 6,877.3	9
	2	Student Center Addition	11,015.6	
	3	Applied Sciences Center Addition	3,586.7	
		District Subtotal:	\$ 21,479.6	
Richland	1	Life Sciences/Health Professions Addition	\$ 27,712.7	
Rock Valley		NO REQUESTS		
Carl Sandburg	1	Parking Lot Paving	\$ 565.2	7
	2	Parking Lot F Expansion	786.2	
		District Subtotal:	\$ 1,351.4	
Sauk Valley		NO REQUESTS		
Shawnee	1	Cairo Regional Education Center	\$ 2,551.10	14
South Suburban	1	Allied Health Addition	\$ 38,746.2	18
	2	Parking Lots/Roadway and Storm Water Management	10,757.3	
		District Subtotal:	\$ 49,503.5	
Southeastern	1	Carmi/White County Vocational Building Addition	\$ 2,190.00	4

Table 3
Illinois Community College Board
Summary of All Projects Submitted in FY 2019 RAMP Requests

District	Priority	Project Title	Estimated Cost	ICCB Priority #
Southwestern	1	Belleville Campus Science and Technology Building	\$ 54,612.2	
	2	Belleville Campus Main Complex Renovation & Repair	34,688.1	
		District Subtotal	\$ 89,300.3	
Spoon River	1	Educational Buildings Remodeling and Expansion	\$ 7,898.2	2
	2	Macomb Campus Building Renovations and Replacement Ph II	18,308.8	
		District Subtotal	\$ 26,207.0	
Triton	1	Installation of Backflow Preventors	\$ 2,231.1	13
	2	Renovation of Campus Light Fixtures	1,905.5	19
	3	Advanced Technology Bldg 2nd Floor Addition & 1st Floor Renovation	35,182.9	22
	4	Construction of Physical Plant Building	40,392.4	
	5	Land Acquisition/Construct Health Careers Building	28,096.4	
	6	Cernan Earth and Space Center Expansion	2,043.8	
	7	Rehabilitation of Potable Water -Phase 2	2,331.8	
	8	Industrial Careers 2nd Floor Addition	66,246.0	
	District Subtotal	\$ 178,429.9		
Waubonsee	1	Henning Academic Computing Center Addition	\$ 16,142.7	5
	2	Workforce & Economic Development Center	24,532.0	
		District Subtotal	\$ 40,674.7	
John Wood	1	Workforce Development Center Expansion	\$ 2,364.9	
GRAND TOTAL (STATE AND LOCAL)			\$ 1,486,701.6	

\$=thousands

DESCRIPTIONS OF CAPITAL PROJECTS FROM TABLE 1:

2010-1. Lake Land College -Student Services Building Addition (Student Center):

The Student Services Building addition is the only community college project on this list financed with a grant specific appropriation until the fiscal year 2010 Illinois Jobs Now initiative. This project received an appropriation in fiscal year 2003 to construct an approximate 70,500 gross square foot addition on the main campus. However, due to the state’s fiscal condition and inability to provide funds for the appropriation, the project was placed on hold and was not allowed to proceed. This delay and the effects of inflation may have an impact on the scope of work of the project Revised Project Costs reflect CDB inflation guidelines from 16 years. The amount requested is the difference between the inflation adjusted cost and the actual original FY 2003 appropriation. An additional appropriation for funding this project was included in Public Act 96-0035 at the fiscal year 2010 funding request level. Once the construction begins, the project will be removed from this list. The project is currently in the design phase, but state construction funds were placed on hold at the beginning of fiscal year 2016 and remain on hold.

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Total Revised Project Costs	\$ 10,376.1	\$ 3,458.7	\$ 13,834.8
Prior Appropriation	<u>6,721.6</u>	<u>2,240.5</u>	<u>8,962.1</u>
Current Year Request	\$ 3,654.5	\$ 1,218.2	\$ 4,872.7

2010-5. Elgin Community College - Spartan Drive Extension:

The college has identified these roadway extensions as a high priority project to improve access to the main campus. The proposed project will add two entrances to Spartan Drive (a main city Boulevard). An appropriation for funding the original work was included in Public Act 96-0035 at the fiscal year 2010 funding request level. Funds have been released for this project, but then put on hold. Once the appropriation language is changed; contracts are awarded; and construction begins, the project will be removed from this list.

The proposed budget (in thousands) for the project adjusted for inflation since its FY 2010 appropriation is:

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 2,244.8	\$ 748.3	\$ 2,993.1

2010-9. Lake Land College - Rural Development Technology Center:

A Rural Development Technology Center Building addition with approximately 36,070 gross square feet will provide additional permanent space for general education classrooms, create a Hands-On Training (HOT) Laboratory and a maintenance area. An appropriation of \$ \$7.5 million for this project was included in Public Act 96-0035. The request below reflects annual escalation costs. Once funds are released and construction on the project begins, it will be removed from this list.

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 9,821.9	\$ 3,274.0	\$ 13,095.9

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2010-10. College of DuPage - Instructional Center Noise Abatement:

The Berg Instructional Center (BIC) was completed in 1971. The structural design and materials combined with the long hallways make these spaces, classrooms, and office spaces very noisy with foot traffic, conversations, and rolling carts. The college proposes to install snap type grid system acoustical ceilings and wall mounted acoustical panels in all public corridors and lounge areas of the BIC in order to reduce noise levels and disruptions in classrooms and offices. An appropriation for funding this project was included in Public Act 96-0035 at the fiscal year 2010 funding request level. Once funds are released, the project will be removed from this list.

The proposed budget (in thousands) for the project adjusted for inflation since the FY 2010 appropriation is:

<u>Sources of Funding</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 2,107.9	\$ 702.6	\$ 2,810.5
Eligible Credits	<u>113.0</u>	<u>(113.0)</u>	<u>0.0</u>
Current Year Request	\$ 2,220.9	\$ 589.6	\$ 2,810.5

2010-15. Illinois Eastern Community Colleges-Lincoln Trail College - Center for Technology:

This project eliminates the need for five temporary buildings totaling 27,800 gross square feet of space. These five temporary buildings will be razed as part of the construction of the Center for Technology. An appropriation for funding this project was included in Public Act 96-0035 at the fiscal year 2010 funding request level. Once funds are released and construction on the project begins, it will be removed from this list.

The proposed budget (in thousands) adjusted for inflation since its FY 2010 appropriation is:

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 10,315.8	\$ 3,438.6	\$ 13,754.4
Eligible Credits	<u>486.3</u>	<u>(486.3)</u>	<u>-0-</u>
Current Year Request	\$ 10,802.1	\$ 2,952.3	\$ 13,754.4

2010-30. Illinois Eastern Community Colleges-Wabash Valley College - Technology/Student Support Expansion and Renovation to Main Hall:

The current college structures are limited in their adaptability to more modern technology. This project proposes to replace 10,736 gross square feet of temporary space with 21,000 gross square feet to allow more technology capable instruction to be delivered and provide appropriate space for easier student access to support areas. Approximately 4,092 gross square feet of space in the Main Hall would also be remodeled, a geothermal system would be installed, and windows would be replaced with more energy efficient windows. Once funds are released and construction on the project begins, it will be removed from this list.

The proposed budget (in thousands) adjusted for inflation since its FY 2010 appropriation is:

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Total Request	\$ 7,556.9	\$ 2,519.0	\$ 10,075.9

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2010-38. Kaskaskia College - Vandalia Education Center-Phase II:

The district proposes to expand the Vandalia Education Center to provide space for technology in vocational, occupational, and career programs, computer laboratories and distance education, faculty offices, and a study commons area and has committed to providing at least 43.5% of the cost. Phase I provided a 21,358 gross square foot (gsf) open floor plan structure at the new location. This project request proposes to construct an additional 28,232 gsf one story structure at the new location in Vandalia. An appropriation for funding this project was included in Public Act 96-0039 at the fiscal year 2010 funding request level. Once funds are released and construction on the project begins, it will be removed from this list.

The proposed budget (in thousands) adjusted for inflation since its FY 2010 appropriation is:

Sources of funding:	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 7,250.5	\$ 5,582.2	\$ 12,832.7

DESCRIPTIONS OF FISCAL YEAR 2019 CAPITAL PROJECTS LISTED IN TABLE 2:

1. Joliet Junior College - Build Out of City Center Campus Shell:

The college purchased a vacant building immediately east of the City Center Campus (downtown Joliet) and the parking lot which will provide the opportunity to develop a new center without interruption or relocation of existing college services downtown. The purchased building has been demolished, and the college has constructed the shell of the new building and interior build out with local funds. State funds will be utilized finish the project.

This final project will be 84,115 gross square feet. The shell (initial phase) has been constructed using local college funds and the costs, which will exceed the college's required local match on this state funded project, have been applied toward the college's 25% local match. Upon completion of this build out, the existing hotel portion will be demolished to provide additional parking. The new facility will provide more appropriate classrooms, labs, and offices for expanding departments, as well as creating more appropriate instructional space. The new structure will include an enclosed walkway to connect with the Renaissance Center building.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	27,078
Laboratories	6,499
Offices	9,000
Special Use	5,700
General Use	8,000
Support Facilities	<u>2,900</u>
Total NASF	59,177
Total GSF	84,115

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 33,368.8
Planning	<u>4,505.3</u>
Total	\$ 37,874.1

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 28,405.6	\$ 9,468.5	\$ 37,874.1
FY18 Appropriation	<u>(10,000.0)</u>	<u>(3,333.3)</u>	<u>(13,333.3)</u>
Current Request	\$ 18,405.6	\$ 6,135.2	\$ 24,540.8

2. Spoon River College - Educational Buildings Remodeling & Expansion:

The Taylor and Centers buildings are over 35 years old. The proposed project will expand facilities and remodel existing space by adding an approximate 10,000 gross square feet (gsf) of space and remodeling approximately 35,000 gsf of existing space in the Taylor & Centers Buildings on the main campus. Classrooms and existing science labs will be remodeled, 825 sf of study lounge space will be added, computer labs for student study will be added, the library will be reconfigured, a technology data center will be added, student support areas will be designed, and faculty and administrative staff offices will be relocated. Work will also include enclosing a covered walkway and enclosing the courtyards for added instructional space.

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The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	750
Offices	5,000
General Use	<u>3,255</u>
Total NASF	9,005
Total GSF	10,000

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 2,804.6
Remodeling and Rehabilitation	4,206.8
Planning	<u>886.8</u>
Total	\$ 7,898.2

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$5,923.7	\$ 1,974.5	\$ 7,898.2

3. Lincoln Land Community College - Project Outreach: Phase Two Eastern Regional (Taylorville) Center Expansion.

The district is proposing a regional center expansion project designed to improve and expand its ability to deliver services to those students who do not live within a reasonable commuting distance to the main campus in Springfield. The Eastern Regional Education Center (EREC) in Taylorville will be remodeled. The primary permanent building is a 13,814 gross square feet, 30 year old partially renovated (Phase I) manufacturing facility. Phase I was funded using local funds and the college now needs to complete Phase II renovations. The facility does not meet building codes in all areas. Building systems are at the end of their useful lives requiring updating. Phase II involves a complete demolition of the remaining areas down to the shell followed by reconstruction. Building envelope improvements, ventilation, and mechanical systems are included in the scope of work and address code compliance issues including emergency egress, ADA, indoor air standards and will correct deficiencies in plumbing and electrical systems. The local match portion of the project is proposed to be funded with protection, health, and safety (PHS) funds, as some of this project is eligible PHS work.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Remodeling and Rehabilitation	\$ 4,797.8
Equipment	<u>113.9</u>
Total	\$ 4,911.7

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 3,683.7	\$ 1,228.0	\$ 4,911.7

4. Southeastern Illinois College - Carmi/White County Vocational Building Addition.

The college seeks to develop an extension campus site in Carmi, Illinois, to offer vocational and occupational education.

The college proposes to build an approximately 5,300 gross square foot facility on 20 acres of land donated by the City of Carmi. The site is adjacent to a classroom building currently leased by the college

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from the SIC Foundation and will be connected by a sidewalk extension. The new building will include three automotive bays, a welding lab, two offices, storage area, and support space. All utilities exist on the property and need to be extended to the new building. A driveway and parking area using a crush rock surface for service vehicles and automotive project vehicles will be constructed.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Laboratories	1,950
Offices	320
Support	1,000
Unclassified	<u>285</u>
Total NASF	3,555
Total GSF	5,284

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 2,028.1
Utilities	142.3
Site Improvements	<u>19.6</u>
Total	\$ 2,190.0

Sources of funding:	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 1,642.5	\$ 547.5	\$ 2,190.0

5. Waubensee Community College - Henning Academic Computing Center Addition:

The proposed project would provide a 33,000 gross square feet expansion of the Sugar Grove campus building that houses the existing academic computing labs to accommodate the increasing academic and workforce training demands that have limited growth potential in the existing structure and site. The new construction will be on the north side of the main campus and include road access and parking lot redesign work.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	9,920
Laboratories	9,920
Offices	<u>1,200</u>
Total NASF	21,040
Total GSF	33,189

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 13,425.0
Site Improvements	1,576.6
Planning	<u>1,141.1</u>
Total	\$ 16,142.7

Sources of funding:	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 12,107.1	\$ 4,035.6	\$ 16,142.7

6. Illinois Eastern Community Colleges (Olney Central College) - Applied Technology Center:

The college proposes to build a one-story 5,916 gross square feet addition for an Applied Technology

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Center. The new building will allow the college to improve the delivery of instruction in allied health fields and increase computer labs.

The scope and proposed budget are:

<u>Room Use Category</u>	<u>NASF</u>	<u>Budget Category</u>	<u>Current Request</u>
Classrooms	1,800	Buildings, Additions, Structures	\$ 2,074.5
Laboratories	900	Planning	<u>282.8</u>
Offices	600	Total	\$ 2,357.3
Support	<u>600</u>		
Total NASF	3,900		
Total GSF	5,916		

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 1,768.0	\$ 589.3	\$ 2,357.3
Eligible Credits	<u>497.0</u>	<u>(497.0)</u>	<u>0.0</u>
Current Request	\$ 2,165.0	\$ 92.3	\$ 2,357.3

7. Carl Sandburg College - Parking Lot Paving:

The proposed project will make improvements on parking lots B and E, the gravel lot at the Center for Manufacturing Excellence Building, and the roadway.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Site Improvements	\$ 504.0
Planning	<u>61.2</u>
Total	\$ 565.2

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 423.9	\$ 141.3	\$ 565.2

8. College of DuPage - Grounds and Retention Pond Improvements:

The college proposes improvements to the McAninich Arts Building pond, West Campus (formerly Building M) pond, and Golden pond areas to address water runoff, water retention, and environment concerns. New buildings have decreased the amount of open lands space. Proposed work includes dredging of ponds, creation of a shoreline shelf, and installation of an air filtration system.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Site Improvements	\$3,752.5
Planning	<u>564.8</u>
Total	\$4,317.2

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 3,237.9	\$ 1,079.3	\$ 4,317.2

9. Rend Lake College - Allied Health Building.

This project is construction of 21,578 gross square feet of new space for the Allied Health Department. The proposed new facility will provide the Allied Health Department with eight classrooms, one lab with a four hospital bed setup, a two ICU bed setup, two computer labs, and one radiology lab/classroom. Site improvements include a new entry plaza, accessible walks, site lighting, connecting to the storm sewer system, water lines, sanitary system, gas lines, communications systems, underground electrical,

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an emergency building generator, and HVAC controls. Service drive/ramps will be provided for delivery and maintenance access.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	3,400
Laboratories	3,200
Offices	1,500
Study	500
General Use	5,300
Support Facilities	<u>3,410</u>
Total NASF	17,310
Total GSF	21,578

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 4,979.8
Equipment	231.6
Utilities	427.7
Site Improvements	478.5
Planning	<u>759.7</u>
Total	\$ 6,877.3

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 5,158.0	\$ 1,719.3	\$ 6,877.3

10. Morton College - Parking Lots, Roadways, and Walkway Replacement.

This project would make site improvements on the 5.6 acres including the main 840 car parking lot, pedestrian plaza, reconstruction of the bus loop drive, replacement of driveways and sidewalks throughout the campus. A new 100 space parking lot at the north end of the campus would be constructed to accommodate enrollment growth. The college has submitted and received ICCB approval of a multi-year protection, health, and safety tax levy to obtain local funds to use toward meeting its required 25 percent local match on this project. The college did receive a legislative initiative appropriation from P.A. 96-0039 and funds were released to finance similar work but that work is not included in the scope of this request.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Site Improvements	\$ 5,481.5
Planning	<u>741.3</u>
Total	\$ 6,222.8

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 4,667.1	\$ 1,555.7	\$ 6,222.8

11. McHenry County College – Career, Technology and Manufacturing Center.

This project proposes to provide 41,740 gross square feet of new space on the main campus. The new facility would provide general operating space for reception, offices, workrooms, storage area,

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washrooms and students. New Business and Technology space would include general classrooms, computer classrooms equipped to provide computer instruction, a testing center, virtual lab, and development of a Tech Academy. Exposure to a variety of technologies will encourage students to look at Tech Prep program opportunities as a pathway for career preparation.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	9,874
Laboratories	6,875
Offices	6,805
Other General Use	<u>2,150</u>
Total NASF	25,704
Total GSF	41,740

The proposed budget (in thousands) for this project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 17,198.5
Equipment	371.2
Planning	<u>2,006.3</u>
Total	\$ 19,576.0

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Total Costs	\$ 14,682.0	\$ 4,894.0	\$ 19,576.0

12. Oakton Community College - Addition/Remodeling Des Plaines Campus.

This project proposes to remodel approximately more than half of the existing 128,160 gross square feet of space (gsf) and construct a new 33,377 gsf structure. The remodeling will be for the health and science course needs. The new construction consists of five sub-project additions including a third floor addition for additional computer lab space, covering an open courtyard area to increase space for students and community activities, enclosure of a patio area to expand the art lab, an addition in the athletic area, and a new area tying the art lab addition to athletic/fitness center addition dedicated to classrooms. Almost all of the remodeling plans involve, as a minimum, a reallocation of space which means moving walls and doors, replacing ceiling and floor coverings, and resetting utilities such as electrical outlets, network connections, lighting, and heating/cooling vents. It also includes sidewalk, roadway, lighting, utilities, and landscaping work.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	3,000
Laboratories	9,620
Offices	2,000
Special Use	1,800
Other General Use	<u>3,400</u>
Total NASF	19,820
Total GSF	33,377

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
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Utilities	498.1
Remodeling/Rehabilitation	49,310.4
Site Improvements	<u>3,206.6</u>
Total	\$ 53,015.1

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 39,761.3	\$ 13,253.8	\$ 53,015.1

13. Triton College - Installation of Backflow Preventors.

Triton College's campus is comprised of nineteen buildings. During original construction of these buildings, backflow preventors were not installed between the building and outside water pipes. The lack of these preventors could cause contamination of outside water sources if inside building contamination were to occur and the contaminants were to flow back into the outside water source. This is an issue that the Village of River Grove and the State of Illinois has requested the college remedy. This project proposes to retrofit those backflow preventors in such a way that they may be checked and maintained periodically. The site analysis is included as part of this project and may include asbestos abatement depending upon the location selection.

The proposed budget (in thousands) for the project is:

	<u>Current</u>
<u>Budget Category</u>	<u>Request</u>
Utilities	\$ 2,231.1

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 1,673.3	\$ 557.8	\$ 2,231.1

14. Shawnee Community College - Cairo Regional Education Center.

This project proposes to construct a one story 4,663 gross square feet building on 2.5 acres of land to be donated to Shawnee Community College adjacent to the Cairo Community Education Center (former Cairo Jr. High Building). The project will construct six classrooms equipped with the latest instructional technology, a computer lab, office space, lounge area, and restroom facilities. It will provide additional instructional space. The project would include site work, sidewalks, 60 parking spaces and driveway, and lighting.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	1,400
Laboratories	800
Offices	300
Other General Use	<u>390</u>
Total NASF	2,890
Total GSF	4,663

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Request</u>
Buildings, Additions, Structures	\$ 2,065.8
Site Improvements	205.4
Planning	<u>279.9</u>
Total	\$ 2,551.1

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 1,913.3	\$ 637.8	\$ 2,551.1

15. Danville Area Community College - Clock Tower Center & Ornamental Horticulture Rehab/Remodeling:

The Clock Tower Center was constructed in the early 1900's with portions of the building remodeled in the last few years. Approximately 32,500 gross square feet of classroom and instructors' office space still requires remodeling. Data and electrical wiring, plumbing and fire protection, and heating and ventilation mechanical units need to be updated. The Ornamental Horticulture Building is over thirty years old and has never been rehabilitated. Electrical, fire protection, heating and ventilation, piping (water and sanitary) modifications need to be made as well as certain additions to the 6,200 square foot greenhouse which was replaced in 2011.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Remodeling/Rehabilitation	\$ 2,598.9
Planning	<u>354.7</u>
Total	\$ 2,953.6

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 2,215.2	\$ 738.4	\$ 2,953.6

16. Moraine Valley Community College - Renovation of Buildings A, B, & L/Health Careers Center:

Buildings A, B, & L were each built between 1971 and 1977 and represent the first permanent structures on the Moraine Valley Community College campus. A significant part of the buildings' mechanical systems are nearly forty years old. This project will provide more space to the health careers programs; make building envelope improvements, and building infrastructure improvement. Building B will be dedicated as a Health Careers Center.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Request</u>
Equipment	\$ 3,411.1
Remodeling/Rehabilitation	45,490.8
Site Improvements	505.4
Planning	<u>5,485.5</u>
Total	\$ 54,892.8

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 41,169.6	\$ 13,723.2	\$ 54,892.8

17. College of Lake County - Classroom Building (Southlake Center).

A new 53,753 gross square feet building will house nineteen general use classrooms, ten computer labs, staff and faculty offices, a science lab, an educational technology area, storage space and an assembly space. The proposed project includes extension of existing water main, storm, and sanitation sewers, extension of existing electrical service, security and fire alarms, and computer systems, and site improvements, such as, sidewalks, roadways, new parking spaces, landscaping, light fixtures, and equipment for the new building. The storm water retention system will need to be extended to approximately two acres of land in order to prevent flooding. The older vacated building (approximately 16,269 gsf) will be razed once the new classroom building is constructed and the cost of such demolition is included in the project's site improvement budget.

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The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	18,500
Laboratories	11,200
Offices	1,900
General Use	1,750
Support Facilities	<u>900</u>
Total NASF	34,250
Total GSF	53,753

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Request</u>
Buildings, Additions, Structures	\$ 25,315.0
Equipment	2,546.8
Utilities	1,896.0
Site Improvements	<u>4,125.0</u>
Total	\$ 33,882.8

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 25,412.1	\$ 8,470.7	\$ 33,882.8

18. South Suburban College - Allied Health Addition:

An approximately 130,000 gross square foot building on the south end of the main building will be built to accommodate nursing, licensed practical nursing, radiology, occupational therapy, pharmacy technician, medical transcription, phlebotomy, medical assistant, medical records, coding specialist and an expanded child care space. The college received an appropriation for \$15,860,000 in Fiscal year 2018, and it is reflected in the remaining ICCB recommended budget

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	46,920
Laboratories	21,480
Offices	3,800
General Use	<u>9,100</u>
Total NASF	81,300
Total GSF	129,357

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 57,666.2
Planning	<u>1,080.0</u>
Total	\$ 58,746.2

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Project Request	\$ 44,059.1	\$ 14,687.1	\$ 58,746.2
Eligible Credits	2,220.2	(2,220.2)	0
Prior Appropriation	<u>(15,860.0)</u>	<u>(5,286.7)</u>	<u>(21,146.7)</u>
Current Request	\$ 30,419.3	\$ 7,180.2	\$ 37,599.5

19. Triton College - Renovation of Campus Light Fixtures.

The college has been in operation since 1965 and was constructed to facilitate standard classroom space and offices. The use of computers was not considered in the original design. The college has aggressively incorporated computers across all curriculums and has created over thirty computer labs throughout campus. However, no lighting modifications have been done. It is believed to be cost prohibitive, based on the age of the building, to completely replace all lighting fixtures as the ceiling structures would most likely contain asbestos materials and require remediation as part of total replacement plan. This project would instead retrofit the existing luminaries with parabolic louvers. There are 359 rooms to be evaluated to determine which rooms require lighting modifications to bring them to into compliance with indoor illumination standards.

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Request</u>		
Remodeling/Rehabilitation	\$ 1,905.5		
<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 1,429.1	\$ 476.4	\$ 1,905.5

20. Illinois Eastern Community Colleges- Frontier College Student Education and Support Center:

This proposed project would provide a free standing single level 9,076 gross square foot new structure directly south of the Richard L. Mason Building parking lot on existing owned property. The building will include space for classrooms/seminar rooms, student organizations, a banquet/dining area, kitchen with catering space, bookstore, restrooms, office, storage and mechanical areas. The open floor space could be used for student gatherings and functions as well as for seminars for credit and non credit classes. An additional 120 parking spaces would be provided. The new building would be connected to existing utilities and college personnel will complete wiring for voice and data service, and landscaping.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	4,200
Office	80
Special Use	600
Support Facilities	<u>1,300</u>
Total NASF	6,180
Total GSF	9,076

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 3,062.5
Planning	<u>377.5</u>
Total	\$ 3,440.0

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 2,580.0	\$ 860.0	\$ 3,440.0

20. Moraine Valley Community College -Classroom Building:

The proposed project will provide 59,042 gross square feet in a two story structure maximizing daylighting opportunities with a configuration that will allow connection to existing buildings. The new classroom building on the main campus will provide 12 general classrooms, 6 computer labs, 6 seminar rooms, 1 open computer lab, faculty office space, and student lounge and study space. Due to existing

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poor soil conditions at the site, special foundations will be required to adequately support the structure. Wireless technology, as well as hard wired spaces, will be incorporated into the structure to provide as much flexibility for students and faculty. The existing parking lot and utilities within this area will require reconfiguration to accommodate the new structure.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	20,580
Laboratories	9,660
Offices	3,900
General Use	<u>3,000</u>
Total NASF	37,140
Total GSF	59,042

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 28,387.9
Equipment	1,662.1
Site Improvements	<u>1,023.2</u>
Total	\$ 31,073.2

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 23,304.9	\$ 7,768.3	\$ 31,073.2

22. Triton College- Advanced Technology Building 2nd Floor Addition & 1st Floor Renovation:

The one story Advanced Technology Center on Triton's west campus has served as the primary computer facility. The existing facility lacks needed classroom space. The computer labs need to be remodeled to allow for soundproofing between the labs, lighting modifications, and ergonomic and ADA considerations. The proposed project will include new electronic classrooms, new computer labs, faculty and staff offices, a study atrium, phone/data hub room, washrooms and storage/maintenance areas. The proposed project would also remodel the main computer lab to create contained labs by reconfiguring the space, installing ceiling grid and ceiling tiles, and rerouting computer cabling, electrical wiring, and HVAC.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	23,400
Laboratories	23,400
Offices	2,000
Other General Use	500
Support Facilities	<u>500</u>
Total NASF	49,800
Total GSF	78,426

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 32,311.5
Planning	<u>2,871.4</u>
Total	\$ 35,182.9

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 26,387.2	\$ 8,795.7	\$ 35,182.9

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23. McHenry County College - Science and Health Professions Center:

The proposed project includes the construction of a two story 46,385 gross square foot freestanding structure on the main campus. A new structure will house the current health care programs and accommodate Information Technology, Physical Therapy Assistant, Respiratory Therapy, and Veterinary Technology programs of study. Additional math and science classrooms and additional lab space will be needed to accommodate these curriculums. Food service and dining prep areas will be included in the project.

The scope of the project is:

<u>Room Use Category</u>	<u>NASF</u>
Classrooms	13,000
Laboratories	6,000
Offices	1,750
Special Use	1,150
Support Facilities	<u>10,000</u>
Total NASF	31,900
Total GSF	46,385

The proposed budget (in thousands) for the project is:

<u>Budget Category</u>	<u>Current Request</u>
Buildings, Additions, Structures	\$ 18,262.0
Equipment	1,285.3
Planning	<u>2,096.7</u>
Total	\$ 21,644.0

<u>Sources of funding:</u>	<u>State Funds</u>	<u>Local Funds</u>	<u>Total Funds</u>
Current Request	\$ 16,233.0	\$ 5,411.0	\$ 21,644.0

Illinois Community College Board

EMPLOYEE GUIDEBOOK UPDATE-SEXUAL HARASSMENT POLICY

The ICCB Employee Guidebook is revised to include a Sexual Harassment Policy.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the adoption of the following Sexual Harassment Policy for inclusion in the ICCB Employee Guidebook.

10.6 Sexual Harassment Prohibition

10.6.1. Definition

Illinois' State Officials and Employees Ethics Act (5 ILCS 430/5-5) prohibits sexual harassment in the workplace.

Sexual harassment is:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when-

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment is a form of discrimination under Title VII of the U.S. Civil Rights Act of 1964, as amended in 1991, and the Illinois Human Rights Act. Sexual harassment can occur regardless of the gender of the harasser or victim. It frequently involves a man harassing a woman. However, it may also involve a woman harassing a man or harassment between members of the same gender.

Sexual harassment can be:

- **Verbal:** Innuendos, suggestive comments, insults, humor and jokes about sex, anatomy – or gender-specific traits, inappropriate comments about an employee's clothing, propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature.
- **Non-Verbal:** Suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises.
- **Visual:** Posters, signs, pin-ups or slogans of a sexual nature.
- **Physical:** Unwelcome touching, hugging or kissing, pinching, brushing the body;

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coerced sexual intercourse; or actual assault.

- **Textual/Electronic:** “Sexting” (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyberstalking, and threats via all forms of electronic communication

10.6.2. Responsibility of Individual Employees

Each individual employee has the responsibility to refrain from sexual harassment in the workplace. Employees who are found to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge in accordance with 5 ILCS 430/5-50. Employees must participate in annual Sexual Harassment Training.

10.6.3. Responsibility of Supervisory Personnel

Each supervisor is responsible for maintaining the workplace free of sexual harassment. This is accomplished by promoting a professional environment and by dealing with sexual harassment as with all other forms of employee misconduct.

A supervisor must take reasonable steps to address a complaint or an observed incident of sexual harassment, take prompt action to stop the harassment, and report it to the next level supervisor, Ethics Officer, or Director of Human Resources. In addition, supervisors must ensure that no retaliation will result against an employee making a sexual harassment complaint.

10.6.4. Responsibility of Employee Who Observes or Experiences Sexual Harassment

An employee who either observes or believes herself/himself to be the object of sexual harassment should report the sexual harassment. An employee who believes to be the object of sexual harassment should also communicate her/his position to the offending employee.

The following steps are also encouraged: document or record each incident (what was said or done, the date, the time, and the place). Documentation can be strengthened by written records such as letters, notes, memos, and telephone messages. Include the names of any potential witnesses.

10.6.5. Procedures to Report Sexual Harassment

- **Direct Communication:** If there is sexually harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing.
- **Contact Supervisory Personnel:** At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the

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situation, the problem should be promptly reported to the immediate supervisor, Ethics Officer, or Director of Human Resources. If the harasser is the immediate supervisor, the problem should be reported to the next level of supervision, Ethics Officer, or Director of Human Resources.

- **Formal Written Complaint/Investigation:** An employee may report incidents of sexual harassment directly to the Ethics Officer or Director of Human Resources. The Ethics Officer will immediately begin the investigation process. If it is first reported to the supervisor, the supervisor will notify the Ethics Officer, who will in turn conduct the investigation. In order to protect the privacy of individuals involved, the investigation process, as well as any information related to the investigation, shall remain confidential. Upon completion of the investigation, the Ethics Officer will make a recommendation to the Executive Director. If an investigation reveals that sexual harassment has occurred, appropriate corrective action will be taken against the offender.
- **Resolution Outside ICCB:** Employees also have the right to contact the Illinois Department of Human Rights (IDHR) and/or the Equal Employment Opportunity Commission (EEOC) about filing a formal charge of discrimination. IDHR has established a hotline to answer questions or assist with filing of charges with IDHR or EEOC. The number is xxx-xxx-xxxx. A charge with the EEOC must be filed within 300 days. The Office of Executive Inspector General (OEIG) also accepts complaints of sexual harassment and other violations of the State Employees and Officials Ethics Act.

The EEO/AA Officer or Ethics Officer is also available to answer any questions about sexual harassment even if an employee does not want to file a formal complaint.

10.6.6. Retaliation Prohibited

Retaliation will not be tolerated against any employee who makes a good faith complaint of sexual harassment, reports sexual harassment, or testifies, participates, or assists in an investigation of sexual harassment. Complaints of retaliation should be brought to the attention of the supervisor, Ethics Officer, or Human Resources Director. External charges of retaliation can be filed at the IDHR and EEOC, or with the OEIG under the whistleblower protections of the Ethics Act.

No one making a complaint will be retaliated against even if a complaint made in good faith is not substantiated.

10.6.7. False and/or Frivolous Complaints

False and/or frivolous charges refer to cases where the accuser is using a sexual harassment complaint to accomplish some end other than stopping sexual harassment. It does not refer to charges made in good faith, which cannot be proven. Given the seriousness of the consequences for the accused, a false and/or frivolous charge is a severe

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offense that can itself result in disciplinary action.”

BACKGROUND

Public Act 100-0554, enacted on November 16, 2017, amends The State Officials and Employees Ethics Act to include a prohibition on sexual harassment. It requires each State agency to adopt a policy to include details on how to make a claim, prohibition on retaliation to an employee making a report, consequences of a violation of the policy and consequences for false reporting.

Illinois Community College Board

**COOPERATIVE AGREEMENTS:
LAKE LAND COLLEGE AND ILLINOIS DEPARTMENT OF CORRECTIONS**

The Illinois Community College Board is requested to authorize Lake Land College to enter into negotiations with Illinois Eastern Community Colleges, Rend Lake College, and the Illinois Department of Corrections (IDOC) within each of these districts, to offer career and technical education services at the correctional institutions listed below.

According to **Section 1501.307 Cooperative Agreements and Contracts**, decisions about the provision of instruction at IDOC centers falls first and primarily to the home district within which the facility resides. In each instance below, the home district has opted to forego providing services. Colleges are unable to enter into an agreement directly with IDOC facilities without first seeking and obtaining approval from the ICCB.

All parties to this item are listed below.

College District	Correctional Institution
Illinois Eastern Community Colleges	Lawrence Correctional Center Robinson Correctional Center
Rend Lake College	Big Muddy River Correctional Center Pinckneyville Correctional Center

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves Lake Land College to enter into negotiations with the home district of each correctional facility listed in this item and with the IDOC to offer educational services to the listed correctional institutions.

Illinois Community College Board

**PROPOSED AMENDMENTS TO THE ILLINOIS COMMUNITY COLLEGE BOARD
ADMINISTRATIVE RULES**

**Prior Learning Assessment
(Future Consideration)**

The Illinois General Assembly created the Joint Committee on Administrative Rules (JCAR) in 1977. It is a bipartisan legislative oversight committee, and it has been delegated the responsibility to ensure that the laws enacted are appropriately implemented through administrative law. The Board, and all state agencies, has the authority to draft rules, publish them for public comment, and file them with JCAR for adoption. The compilation of all rules is known as the Illinois Administrative Code.

Public Act 100-0261, approved by the Governor on August 22, 2017, creates the Credit for Prior Learning Act to require each public university and community college to submit its policies and procedures for students to earn credit for prior learning to the Illinois Community College Board (ICCB) or the Illinois Board of Higher Education (IBHE), as appropriate, for review. The Act requires the IBHE and ICCB to adopt rules to permit public higher education institutions to award credit for prior learning after the assessment of prior learning experiences for documented learning that demonstrates achievement of all terminal objectives for a specific course or courses.

Public Act 100-0195, approved by the Governor on August 18, 2017, creates the Educational Credit for Military Experience Act that requires each institution of higher education to adopt a policy to award academic credit for military training applicable to the student's certificate or degree requirements. The Act requires institutions of higher education to submit their policies for awarding credit to the Board of Higher Education or the Community College Board, as appropriate, for review before June 30, 2018 and before June 30 of every year thereafter.

Pursuant to the Credit for Prior Learning Act, the proposed rules establish statewide policies to permit community colleges to award credit for prior learning and require colleges to submit their institutional policies to the ICCB each year for review. The rules also establish specific statewide policies on the awarding of academic credit for military training per the Educational Credit for Military Experience Act.

The rule changes are being submitted to the Board for discussion prior to publication in the *Illinois Register* for the formal public comment period. They will be brought to the Board for approval at a future meeting, before submission to JCAR for final approval.

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER VII: ILLINOIS COMMUNITY COLLEGE BOARD

PART 1501
ADMINISTRATION OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT
SUBPART A: ILLINOIS COMMUNITY COLLEGE BOARD ADMINISTRATION

Section	
1501.101	Definition of Terms and Incorporations by Reference
1501.102	Advisory Groups
1501.103	Rule Adoption (Recodified)
1501.104	Manuals
1501.105	Advisory Opinions
1501.106	Executive Director
1501.107	Information Request (Recodified)
1501.108	Organization of ICCB
1501.109	Appearance at ICCB Meetings
1501.110	Appeal Procedure
1501.111	Reporting Requirements (Repealed)
1501.112	Certification of Organization (Repealed)
1501.113	Administration of Detachments and Subsequent Annexations
1501.114	Recognition

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section	
1501.201	Reporting Requirements
1501.202	Certification of Organization
1501.203	Delineation of Responsibilities
1501.204	Maintenance of Documents or Information
1501.205	Recognition Standards (Repealed)

SUBPART C: PROGRAMS

Section	
1501.301	Definition of Terms
1501.302	Units of Instruction, Research, and Public Service
1501.303	Program Requirements
1501.304	Statewide and Regional Planning
1501.305	College, Branch, Campus, and Extension Centers
1501.306	State or Federal Institutions (Repealed)
1501.307	Cooperative Agreements and Contracts
1501.308	Reporting Requirements
1501.309	Course Classification and Applicability

1501.311 Credit for Prior Learning

SUBPART D: STUDENTS

Section	
1501.401	Definition of Terms
1501.402	Admission of Students
1501.403	Student Services
1501.404	Academic Records
1501.405	Student Evaluation
1501.406	Reporting Requirements

SUBPART E: FINANCE

Section	
1501.501	Definition of Terms
1501.502	Financial Planning
1501.503	Audits
1501.504	Budgets
1501.505	Student Tuition
1501.506	Published Financial Statements
1501.507	Credit Hour Claims
1501.508	Special Populations Grants (Repealed)
1501.509	Workforce Preparation Grants (Repealed)
1501.510	Reporting Requirements
1501.511	Chart of Accounts
1501.514	Business Assistance Grants (Repealed)
1501.515	Advanced Technology Equipment Grant (Repealed)
1501.516	Capital Renewal Grants
1501.517	Retirees Health Insurance Grants (Repealed)
1501.518	Uncollectible Debts (Repealed)
1501.519	Special Initiatives Grants
1501.520	Lincoln's Challenge Scholarship Grants
1501.521	Technology Enhancement Grants (Repealed)
1501.522	Deferred Maintenance Grants (Repealed)
1501.523	Foundation Matching Grants (Repealed)

SUBPART F: CAPITAL PROJECTS

Section	
1501.601	Definition of Terms
1501.602	Approval of Capital Projects
1501.603	State-Funded Capital Projects
1501.604	Locally Funded Capital Projects
1501.605	Project Changes (Repealed)
1501.606	Progress Reports (Repealed)

- 1501.607 Reporting Requirements
- 1501.608 Approval of Projects from 110 ILCS 805/3-20.3.01
- 1501.609 Completion of Projects from 110 ILCS 805/3-20.3.01
- 1501.610 Demolition of Facilities

SUBPART G: STATE COMMUNITY COLLEGE

Section

- 1501.701 Definition of Terms (Repealed)
- 1501.702 Applicability (Repealed)
- 1501.703 Recognition (Repealed)
- 1501.704 Programs (Repealed)
- 1501.705 Finance (Repealed)
- 1501.706 Personnel (Repealed)
- 1501.707 Facilities (Repealed)

SUBPART H: PERSONNEL

Section

- 1501.801 Definition of Terms
- 1501.802 Sabbatical Leaves

AUTHORITY: Implementing and authorized by Articles II and III and Section 6-5.3 of the Public Community College Act [110 ILCS 805/Arts. II and III and 6-5.3].

SOURCE: Adopted at 6 Ill. Reg. 14262, effective November 3, 1982; codified at 7 Ill. Reg. 2332; amended at 7 Ill. Reg. 16118, effective November 22, 1983; Sections 1501.103, 1501.107 and 1501.108 recodified to 2 Ill. Adm. Code 5175 at 8 Ill. Reg. 6032; amended at 8 Ill. Reg. 14262, effective July 25, 1984; amended at 8 Ill. Reg. 19383, effective September 28, 1984; emergency amendment at 8 Ill. Reg. 22603, effective November 7, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 24299, effective December 5, 1984, for a maximum of 150 days; amended at 9 Ill. Reg. 3691, effective March 13, 1985; amended at 9 Ill. Reg. 9470, effective June 11, 1985; amended at 9 Ill. Reg. 16813, effective October 21, 1985; amended at 10 Ill. Reg. 3612, effective January 31, 1986; amended at 10 Ill. Reg. 14658, effective August 22, 1986; amended at 11 Ill. Reg. 7606, effective April 8, 1987; amended at 11 Ill. Reg. 18150, effective October 27, 1987; amended at 12 Ill. Reg. 6660, effective March 25, 1988; amended at 12 Ill. Reg. 15973, effective September 23, 1988; amended at 12 Ill. Reg. 16699, effective September 23, 1988; amended at 12 Ill. Reg. 19691, effective November 15, 1988; amended at 13 Ill. Reg. 1182, effective January 13, 1989; amended at 13 Ill. Reg. 14904, effective September 12, 1989; emergency amendment at 14 Ill. Reg. 299, effective November 9, 1989, for a maximum of 150 days; emergency amendment expired on April 9, 1990; amended at 14 Ill. Reg. 4126, effective March 1, 1990; amended at 14 Ill. Reg. 10762, effective June 25, 1990; amended at 14 Ill. Reg. 11771, effective July 9, 1990; amended at 14 Ill. Reg. 13997, effective August 20, 1990; expedited correction at 18 Ill. Reg. 3027, effective August 20, 1990; amended at 15 Ill. Reg. 10929, effective July 11, 1991; amended at 16 Ill. Reg. 12445, effective July 24, 1992; amended at 16 Ill. Reg. 17621, effective November 6,

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1992; amended at 17 Ill. Reg. 1853, effective February 2, 1993; amended at 18 Ill. Reg. 4635, effective March 9, 1994; amended at 18 Ill. Reg. 8906, effective June 1, 1994; amended at 19 Ill. Reg. 2299, effective February 14, 1995; amended at 19 Ill. Reg. 2816, effective February 21, 1995; amended at 19 Ill. Reg. 7515, effective May 26, 1995; amended at 21 Ill. Reg. 5891, effective April 22, 1997; amended at 22 Ill. Reg. 2087, effective January 12, 1998; amended at 22 Ill. Reg. 17472, effective July 10, 1998; amended at 24 Ill. Reg. 249, effective December 21, 1999; amended at 24 Ill. Reg. 17522, effective November 20, 2000; amended at 25 Ill. Reg. 7161, effective May 18, 2001; emergency amendment at 25 Ill. Reg. 12863, effective September 28, 2001, for a maximum of 150 days; emergency expired February 24, 2002; amended at 26 Ill. Reg. 646, effective January 7, 2002; amended at 27 Ill. Reg. 17204, effective October 31, 2003; amended at 28 Ill. Reg. 14092, effective October 18, 2004; amended at 29 Ill. Reg. 6239, effective April 25, 2005; amended at 30 Ill. Reg. 2755, effective February 21, 2006; amended at 32 Ill. Reg. 16396, effective September 23, 2008; amended at 40 Ill. Reg. 14054, effective September 29, 2016; amended at 41 Ill. Reg. 11274, effective August 28, 2017; amended at 41 Ill. Reg. 15723, effective December 18, 2017; amended at 42 Ill. Reg. _____, effective _____.

Section 1501.201 Reporting Requirements

Complete and accurate reports shall be submitted by the district/college to ICCB in accordance with ICCB requirements and on forms provided by ICCB, where applicable. Listed in this Section is the schedule of due dates indicating when items from the community colleges are due at the Illinois Community College Board Office:

- January 15 • annual financial statements and notice of publication (see Section 1501.506)
- January 31 • certificate of tax levy (see Section 1501.510(f))
• construction project status reports (see Section 1501.607(a))
- February 1 • annual African American Employment Plan Survey (see Section 1501.308(b))
• annual Hispanic/Latino Employment Plan Survey (see Section 1501.308(b))
• annual Asian Employment Plan Survey (see Section 1501.308(b))
• annual Bilingual Needs and Bilingual Pay Survey (see Section 1501.308(b))
- February 15 • spring semester (2nd term) enrollment survey (see Section 1501.406(b))
- March 1 • annual Underrepresented Groups Report (see Section 1501.406(c))
- March 31 • policies for the award of academic credit for prior learning (see Section 1501.311(a))
- June 15 • annual faculty, staff salary and benefits data (see Section 1501.308(a))
- July 1 • Resource Allocation and Management Plan (RAMP/CC) (see Section 1501.510(a))

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- July 15
 - report of out-of-state extensions (see Section 1501.307(h)(4))
 - annual noncredit course enrollment (see Section 1501.406(d))

- August 1
 - annual student enrollment and completion data (see Section 1501.406(a))
 - square footage and acreage (facility information) (see Section 1501.510(b))

- September 1
 - budget and tax survey (see Section 1501.510(d))
 - program review report (see Section 1501.303(d)(6))
 - program review listing (see Section 1501.303(d)(6))
 - facilities data (see Section 1501.510(e) and 1501.607(c))
 - annual Student Identification data submission (see Section 1501.406(f))
 - annual report of student course information submission (see Section 1501.406(g))

- October 1
 - fall semester enrollment data (see Section 1501.406(a))
 - fall semester enrollment survey (see Section 1501.406(b))

- October 15
 - faculty, staff and salary data (see Section 1501.308(a))
 - fiscal year budget (see Section 1501.504)

- November 1
 - summer graduate reporting (for the Integrated Postsecondary Education Data System Graduation Rate Survey) (see Section 1501.406(e))

- December 30
 - external audit (see Section 1501.503(a))
 - annual instructional cost report (see Section 1501.510(c))
 - unexpended special initiative grant funds (see Section 1501.519(d))

30 days after the end of each term – credit hour claims (see Section 1501.406(b) and Section 1501.507(a))

(Source: Amended at 42 Ill. Reg. _____, effective _____)

Section 1501.301 Definition of Terms

Associate Degree. An "Associate Degree" is an award for satisfactory completion of a curriculum of 60 semester credit hours or more.

Associate in Applied Science Degree. An "Associate in Applied Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to prepare individuals for employment in a specific field.

Associate in Arts Degree. An "Associate in Arts Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the arts, humanities, or social or behavioral sciences or one of the professional fields with these disciplines as a base.

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Associate in Fine Arts Degree. An "Associate in Fine Arts Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the fine arts: art, music, or theater.

Associate in Engineering Science Degree. An "Associate in Engineering Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in engineering.

Associate in General Studies Degree. An "Associate in General Studies Degree" is an award for the satisfactory completion of a curriculum that has been individually designed by mutual agreement between the student and his/her college-appointed advisor to meet the student's educational intent.

Associate in Science Degree. An "Associate in Science Degree" is an award for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the mathematical, biological, or physical sciences or one of the professional fields with these disciplines as a base.

Branch. A "branch" is an administrative unit of a college that has a continuing educational mission and serves as a secondary instructional site for the college.

Campus. A "campus" is an organized administrative unit of a college that has a continuing educational mission and serves as a primary instructional site for the college.

Certificate. A "certificate" is an award for satisfactory completion of a series of courses or curriculum of 50 semester credit hours or less.

General certificate. A "general certificate" is an award for satisfactory completion of a series of courses of 30 semester credit hours or less in adult basic education, adult secondary education, remedial education, vocational skills, or general studies.

Occupational certificate. An "occupational certificate" is an award for satisfactory completion of a prescribed curriculum intended to prepare an individual for employment in a specific field.

College. A "college" is a district's administrative unit that is authorized by the Illinois Board of Higher Education to grant postsecondary-level degrees and certificates, is recognized by the ICCB, and provides a comprehensive program of instruction in accordance with Section 101-2(e) of the Act.

Course. A "course" is a sequential presentation, through one or more instructional modes, of subject matter in a particular field to meet specific objectives within a designated time period, such as a semester or a quarter.

"Credit for prior learning" means the evaluation and assessment of a student's life learning through employment, training, and experiences outside an academic environment from which skills that comprise terminal objectives are mastered to an acceptable degree of proficiency for college credit, certification, or advanced standing toward further education or training.

Curriculum. A "curriculum" is an approved unit of instruction consisting of a series of courses designed to lead to an associate degree or a certificate.

Adult Basic Education. An "Adult Basic Education" curriculum consists of basic skills courses designed to bring students to a competency of eighth-grade equivalency, including English as a Second Language instruction to a level of eighth-grade equivalency.

Adult Secondary Education. An "Adult Secondary Education" curriculum consists of courses designed to bring students to a competency of twelfth-grade equivalency, including English as a Second Language courses through the twelfth-grade equivalency and General Educational Development (GED) examination preparation.

District Curriculum. A "district curriculum" is a curriculum approved for offering within a district, on the basis of student interest, employment demand, and available resources within the district.

General Studies. A "General Studies" curriculum consists of courses designed to meet individual student goals, in the promotion of personal improvement and self-understanding.

Regional Curriculum. A "regional curriculum" is a curriculum approved for offering within a particular region of the state, on the basis of student interest and employment demand within the region.

Remedial Education. A "Remedial Education" curriculum consists of courses in computation, communication (i.e., writing and speaking), and reading, designed to improve the competency of high school graduates, or those persons achieving high school equivalency through standardized testing, to the level necessary for placement into communication and mathematics courses required of first-year college students. Remedial courses reiterate basic skills that students were expected to have mastered prior to entry into post-secondary education.

Statewide Curriculum. A "statewide curriculum" is a curriculum approved for offering on the basis of student interest and employment demand statewide.

Educational Agency. An "educational agency" is an agency, corporation, or other defined legal entity which offers instruction.

Extension Center. An "extension center" is an instructional site for the college that is used for offering some of the college's courses and/or programs for a limited duration.

Internship/Practicum. An "internship/practicum" is a course of planned and supervised training which allows the application of theory to actual practice and prepares a student for working independently in a specific career. The internship/practicum generally occurs after the student has completed 12 credit hours. It takes place at a regular worksite and instruction/supervision is shared by a college instructor/supervisor and a qualified employee at the worksite. Clinical practicums take place in a hospital or other medical/health facility and require close supervision/instruction/monitoring by a qualified college instructor.

Laboratory. A "laboratory" is a course of planned and supervised training in which students learn new methods or principles through experimentation, observation, and/or practice. A lab class can occur at the beginning, middle, or end of a particular course of study and may be a specially equipped room designed for experimentation, observation, and/or practice on the college campus or at the worksite.

Principal Site. The principal site is the official mailing address of the college.

Public Service. "Public service" consists of noncredit classes and other activities of an educational nature, such as workshops, seminars, forums, exhibits, and the provision of college facilities and expertise to the community, designed to be of service to the public.

Research. "Research" consists of investigations or experiments to discover or interpret facts, to revise accepted theories, or to apply such revised theories.

Secondary School. A "secondary school" shall be used to mean private or parochial secondary school, public secondary school district, or public unit school district.

Unit of Instruction. A "unit of instruction" is any one of the following:

An organized program of study consisting of a sequence of courses that results in the award to a student of a certificate or an associate degree.

Any existing organized program of study offered at a new geographical location outside of the college district.

Any organized administrative entity that would have a continuing instructional mission, including but not limited to a college, campus, or branch.

Unit of Research or Public Service. A "unit of research or public service" is a college's subdivision such as a division, institute, or center, that administers one (or more) research or public service program.

Vocational Skills. "Vocational Skills" consists of courses designed to provide short-term job entry training, to upgrade the skills of persons already employed, or to review skills for career re-entry.

(Source: Amended at 42 Ill. Reg. _____, effective _____)

Section 1501.311 Credit for Prior Learning

a) Policy and Procedures.

1) Each college shall submit electronically, its policies for the award of academic credit for prior learning to the ICCB for review no later than March 31 of each calendar year, for policies effective in the subsequent Fall semester.

A) These policies shall include a listing of the types of documentation acceptable to the college and the dates of inclusion for which credit for prior learning is acceptable.

B) At a minimum, each college shall publish the procedures for students to earn credit for prior learning in its catalog and on its official website.

C) Colleges shall regularly monitor, evaluate, and, if necessary, revise credit for prior learning activities.

2) As a part of these policies, each college shall adopt a specific policy for the awarding of academic credit for military training that is considered applicable to the requirements of the student's certificate or degree program.

A) The policy shall apply to any student who is enrolled at the college and who has successfully completed a military training course or program as part of his or her military service that is:

i) recommended for credit by a national higher education association that provides credit recommendations for military training courses and programs;

ii) included in the student's military transcript issued by any branch of the armed services; or

iii) otherwise documented as military training or experience.

- B) These policies may be incorporated into the college's broader credit for prior learning policies.
- 3) These rules are not applicable to secondary/postsecondary articulation agreements or dual enrollment.
- b) Awarding Credit for Prior Learning.
 - 1) Credit for prior learning can be awarded only after the assessment of prior learning experiences and only for documented learning that demonstrates achievement of all terminal objectives for a specific course or courses.
 - 2) Colleges awarding credit for prior learning must validate credit on a course-by-course basis. The following publications and methods are acceptable for validating prior learning for awarding credit:
 - a) Standardized tests:
 - i) College-Level Examination Program (CLEP).
 - ii) Excelsior College/Formerly American College Testing Proficiency Program (ACT-PEP/RCE/EXCELSIOR).
 - iii) Defense Activity for Nontraditional Educational Support (DANTES).
 - iv) Advanced Placement (AP).
 - v) International Baccalaureate (IB).
 - b) College examinations:
 - i) Examination (written, oral, demonstration or a combination of all three) that is equivalent to the comprehensive final exam.
 - ii) Evaluation by an area dean or designated subject expert.
 - c) Published guides:

- i) American Council on Education (ACE) for military training and experiences.
- ii) ACE (non-collegiate) for industrial and corporate training programs.
- iii) Other published guides developed by nationally recognized organizations.
- d) Portfolios:
 - i) Credit through the development of a portfolio.
 - ii) Evaluation by subject matter expert(s).
- 3) Credit may not be awarded twice for the same learning.
- c) Standard for Awarding Credit for Prior Learning.
 - 1) The student must enroll at the college and meet all admission requirements for the program in which course credit for prior learning is being sought. A college may seek an exception to this provision by making a request and receiving subsequent approval from the ICCB.
 - 2) Fifteen (15) credit hours toward a degree must be completed at the college prior to awarding credit for prior learning to degree seeking students.
 - 3) Twenty-five percent (25%) of the required credits for a certificate must be completed at the college, prior to awarding credit for prior learning to certificate seeking students.
 - 4) College validation procedures should be objective to the extent that external evaluators would reach the same conclusion given the material reviewed.
- d) If pursuing a transfer degree (AA, AS, or AGS-Articulated degree program), credit for prior learning will only be granted for the purpose of satisfying graduation requirements. These credits might not transfer to other colleges.
- e) All work assessed for prior learning must meet or exceed a grade level of "C". Minimum cut-off scores on standardized tests are set at a "C" grade level.

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- d) In the process of determining if credit can be awarded for prior learning, colleges shall charge students only for the cost of the prior learning assessment services and not for the amount of credit awarded.

(Source: Added at 42 Ill. Reg. _____, effective _____)