



COLLEGE OF DuPAGE

Regular Board of Trustees Meeting

October 16, 2014

Regular Board Meeting Agenda
October 16, 2014

- 1. Call to Order**
- 2. Roll Call**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Approval of Regular Board Meeting Agenda.

2. **PURPOSE**

At this time, the Board may approve tonight's Agenda.

3. **RECOMMENDATION**

It is recommended that the Board of Trustees approve tonight's Regular Board Meeting Agenda.

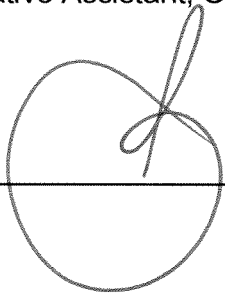
SIGNATURE PAGE FOR APPROVAL OF REGULAR BOARD MEETING AGENDA

ITEM(S) ON REQUEST

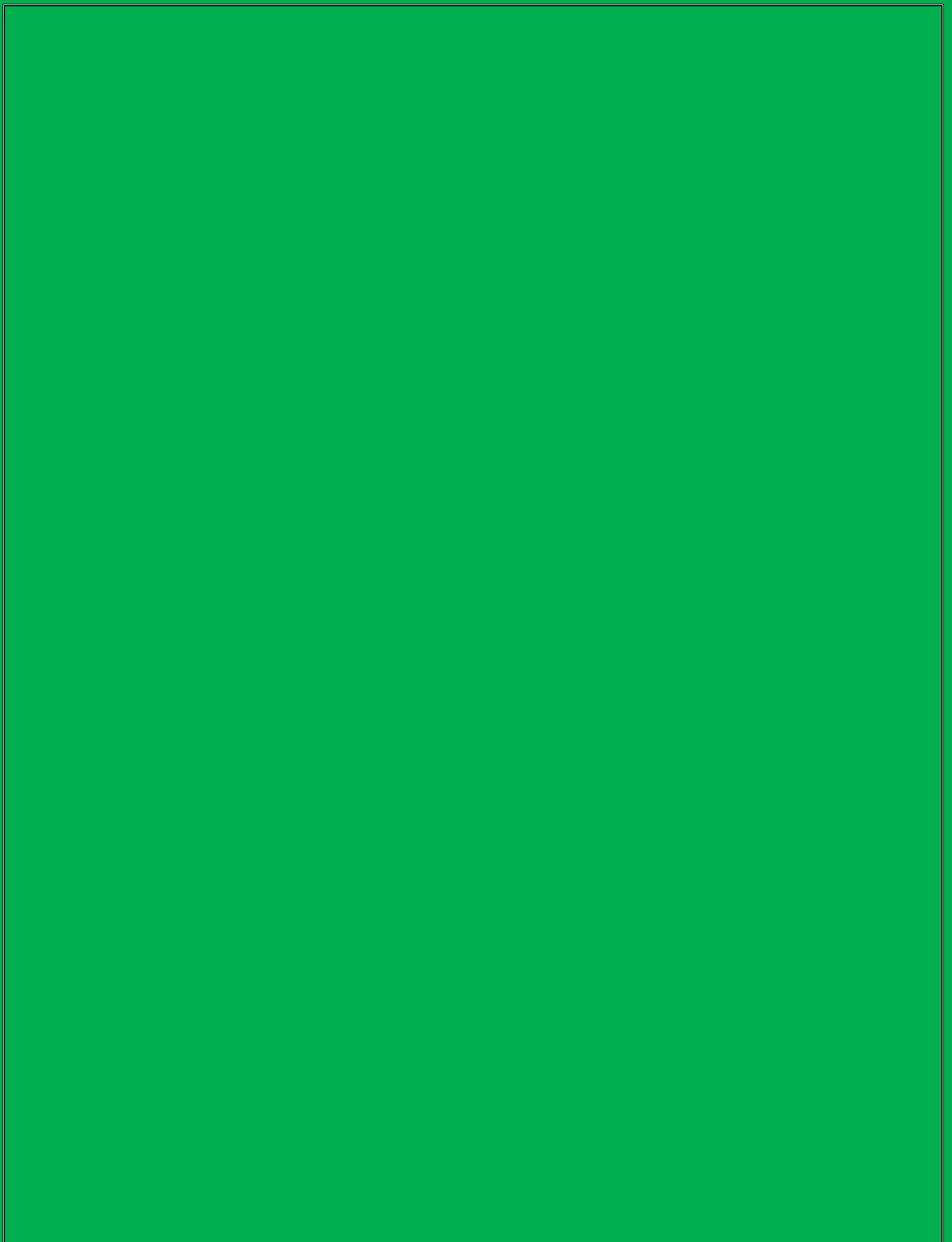
That the Board of Trustees approves the October 16, 2014 Regular Board Meeting Agenda.

Eri Cassile *9/30/14*

Administrative Assistant, Office of the President Date

 *9/30/14*

President Date





**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

THURSDAY, OCTOBER 16, 2014 ~ SSC-2200

REGULAR BOARD MEETING ~ 7:00 P.M.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **AGENDA**
 3. A. Approval
 3. B. Public Comment Statement and Rules
4. **PUBLIC COMMENT**
 4. A. **AGENDA RELATED COMMENTS FROM CITIZENS**
 4. A. 1) District No. 502 Citizens
 4. A. 2) Citizens-at-Large
 4. B. **AGENDA RELATED COMMENTS FROM COLLEGE OF DuPAGE**
 4. B. 1) College of DuPage Employees
 4. B. 2) College of DuPage Students
5. **STUDENT TRUSTEE'S REPORT**
 5. A. **Introducing Our Adult Students**
6. **PRESIDENT'S REPORT**
 6. A. **Financial Matters**
 - Thomas Glaser, Senior Vice President Administration & Treasurer
 6. B. **Noel-Levitz Student Satisfaction Survey Overview**
 - James Benté, Vice President Planning & Institutional Effectiveness
7. **PRESENTATIONS**
 7. A. **Pathways to Engineering**
 - Dr. Jean Kartje, Vice President Academic Affairs
 - Thomas Cameron, Dean Health & Sciences

- 8. CONSENT AGENDA** (Roll Call Vote)**
- 8. A. For Information: Standard Items**
- 8. A. 1) Gifts and Grants Report**
- 8. A. 2) Governmental Consortium/Cooperative Purchases Report**
- 8. A. 3) Financial Statements**
- a) Schedule of Investments
 - b) Operating Funds – Budget and Expenditures
 - c) Operating Cash Available to Pay Annual Operating Expenses
 - d) Tax Levy Collections
- 8. B. For Approval: Standard Items**
- 8. B. 1) Minutes**
- a) September 25, 2014 Regular Board Meeting
 - b) September 25, 2014 Closed Session – CONFIDENTIAL – for Board only
- 8. B. 2) Financial Reports**
- a) Treasurer’s Report
 - b) Payroll and Accounts Payable Report
 - c) Budget Transfer Report
- 8. B. 3) Bid Items**
- a) Updating Exterior Directional Signage
 - b) Wireless Lockset System Installation
 - c) Conveyor Style Dishwasher
- 8. B. 4) Requests for Proposals**
- a) Student Resource Center (SRC) Donor Wall Design
- 8. B. 5) Purchase Orders**
- a) McAninch Arts Center (MAC) Website Design & Development
- 8. B. 6) Personnel Actions**
- a) Ratification of Faculty Appointments
 - b) Ratification of Classified Appointments
 - c) Ratification of Operating Engineer Appointments
 - d) Ratification of Managerial Resignations / Terminations
 - e) Ratification of Classified Resignations / Terminations
 - f) Ratification of Classified Retirements
- 8. B. 7) In-Kind Donations Quarterly Report**
- 8. C. For Approval: Construction-Related Items**
- 8. C. 1) Ratification of Construction Change Orders**
- Referendum-Related Projects
 - Capital Budget Projects
- 8. C. 2) Approval of Construction Change Orders**
- Referendum-Related Projects
 - Capital Budget Projects

9. **NEW BUSINESS**

9. A. **For Information**

None

9. B. **For Approval**

- 1) Health Insurance Plan Renewals
- 2) Authorization to Accept Statements of Candidacy/Nominating Petitions
- 3) Designation of Date, Time and Place for Holding Lottery to Determine Ballot Placement
- 4) Naperville Center Renovation Project ICCB Application

10. **TRUSTEE DISCUSSION ITEMS**

10. A. Board Policy No. 10-65, Vendor Payment

11. **CLOSED SESSION**

12. **GENERAL PUBLIC COMMENTS**

13. **ANNOUNCEMENTS BY BOARD CHAIRMAN**

13. A. Communications

- Designation of College of DuPage Voting Delegates to ACCT Leadership Congress

13. B. Calendar Dates

Campus Events (Note: * = Required Board Event)

- ***Thursday, November 20, 2014 – Regular Board Meeting – SSC-2200 – 7:00 p.m.**

14. **ADJOURN**

| |
|---|
| <p style="text-align: center;">FUTURE MEETING</p> <p style="text-align: center;"><u>Thursday, November 20, 2014</u></p> <p style="text-align: center;"><u>7:00 p.m. – Regular Board Meeting – SSC-2200</u></p> |
|---|

** Certain recurring recommendations may be included in the Consent Agenda at the discretion of the President. At the request of a Trustee or the President, an item may be removed from the Consent Agenda for separate discussion or approval.

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD AGENDA

1. **SUBJECT**

Public Comment Statement and Rules.

2. **PURPOSE**

The opportunity to speak to the Board pursuant to the Public Comment portions of a Board meeting agenda is provided for those who wish to comment on an agenda item or College issue. The Board appreciates hearing from our residents, and your thoughts and questions are valued. The Board strives to make the best decisions for the College, and public input is very helpful.

Respect for the duties of the Board and for the democratic process will be adhered to – in this regard, civility and a sense of decorum will be strictly followed. Comments shall be limited to the Public Comment portions of the agenda. The initial Public Comment segment shall be limited to items specifically on the agenda. The Public Comment segment at the end of the meeting shall be open to any relevant subject matters.

Outbursts from the audience, applause, or other types of disturbances or disruptions will not be tolerated. After one verbal warning, a person disturbing a meeting will be asked to leave the meeting room or be physically removed if the person does not leave voluntarily pursuant to Title 6, Chapter 2, Section 6-2-2.3 of the Village Code of Glen Ellen. In addition, a person disturbing a meeting is subject to the issuance of a citation.

All speakers must address their comments to the Chair. Speakers shall be courteous and should not make statements that are personally disrespectful to members of the Board or other individuals. Foul, abusive, or inappropriate language, displays, actions or materials are prohibited. Additionally, media displays are not allowed. Any individuals using cameras or other video equipment should stand or sit in the College designated area.

Individuals must sign in on the forms provided at the back before you will be able to speak. Speakers or other people attending the meeting may not stand in the aisles. Instead, overflow space is provided across the hall with video displays and sound. When the Chair calls a name to speak, please come to the podium. Use the podium as the proceedings are videotaped. Please announce your name before commenting. All comments under Public Comment are limited to three (3) minutes and each speaker will only be permitted to speak one time for each Public Comment segment.

4. PUBLIC COMMENT

A. Agenda Related Comments from Citizens

- 1. District No. 502 Citizens**
- 2. Citizens-at-Large**

B. Agenda Related Comments from College of DuPage

- 1. College of DuPage Employees**
- 2. College of DuPage Students**

5. STUDENT TRUSTEE'S REPORT

A. Introducing Our Adult Students

6. PRESIDENT'S REPORT

A. Financial Matters

- Thomas Glaser, Senior Vice President Administration & Treasurer**

B. Noel-Levitz Student Satisfaction Survey Overview

- James Benté, Vice President Planning & Institutional Effectiveness**

7. PRESENTATIONS

A. Pathways to Engineering

- **Dr. Jean Kartje, Vice President
Academic Affairs**
- **Thomas Cameron, Dean Health
& Sciences**

8. CONSENT AGENDA

A. For INFORMATION: Standard Items

- 1) Gifts and Grants Report**
- 2) Governmental Consortium /
Cooperative Purchases Report**
- 3) Financial Statements**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD INFORMATION

1. SUBJECT

Grants and Gifts Status Report.

2. REASON FOR CONSIDERATION

The Board is provided with a monthly update of grants and gifts.

3. BACKGROUND INFORMATION

The attachment reports the current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Foundation.

College of DuPage Foundation
Monthly Gift Summary Report
August 28, 2014 - September 19, 2014

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|------------|-------------|----------------|---------------|---------|-------------|
| A.R.C. Memorial Scholarship | 1 | \$1.00 | \$0.00 | \$0.00 | \$0.00 | \$1.00 |
| ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund | 1 | \$5.00 | \$0.00 | \$0.00 | \$0.00 | \$5.00 |
| Athletic Department Support | 1 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| Belushi Artist-In-Residence Fund | 1 | \$4.00 | \$0.00 | \$0.00 | \$0.00 | \$4.00 |
| Carol Stream Community College Scholarship | 1 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Carter Carroll Excellence in History Award | 1 | \$2.00 | \$0.00 | \$0.00 | \$0.00 | \$2.00 |
| Catherine M. Brod Endowed Scholarship for Speech and Theatre | 1 | \$76.92 | \$0.00 | \$0.00 | \$0.00 | \$76.92 |
| Center for Entrepreneurship Fund for Workforce Development | 2 | \$1,510.00 | \$0.00 | \$0.00 | \$0.00 | \$1,510.00 |
| COD Foundation's Need-Based Scholarship Fund | 2 | \$8.75 | \$0.00 | \$0.00 | \$0.00 | \$8.75 |
| COD Foundation's Returning Adult Scholarship | 1 | \$1.00 | \$0.00 | \$0.00 | \$0.00 | \$1.00 |
| COD Foundation's Single Parent Scholarship | 1 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| College of DuPage Faculty Association Scholarship | 2 | \$30.00 | \$0.00 | \$0.00 | \$0.00 | \$30.00 |
| Community Education Farm Fund | 3 | \$16.67 | \$0.00 | \$0.00 | \$0.00 | \$16.67 |
| Culinary & Hospitality Center | 1 | \$1.66 | \$0.00 | \$0.00 | \$0.00 | \$1.66 |
| Donald Carter Memorial Scholarship | 1 | \$53.00 | \$0.00 | \$0.00 | \$0.00 | \$53.00 |
| Dr. Joseph and Donna Collins Student Success Scholarship | 1 | \$40.00 | \$0.00 | \$0.00 | \$0.00 | \$40.00 |
| Early Childhood Education Fund | 2 | \$12.00 | \$0.00 | \$0.00 | \$0.00 | \$12.00 |
| Ellen Johnson Memorial Scholarship | 1 | \$3.00 | \$0.00 | \$0.00 | \$0.00 | \$3.00 |
| Everyone Matters Scholarship Fund | 1 | \$2.00 | \$0.00 | \$0.00 | \$0.00 | \$2.00 |
| Fine Arts Program Fund | 1 | \$0.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 |
| Football Program Fund | 1 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| G.E.D. Scholarship Fund | 1 | \$40.00 | \$0.00 | \$0.00 | \$0.00 | \$40.00 |
| General Scholarship Fund | 13 | \$177.67 | \$0.00 | \$0.00 | \$0.00 | \$177.67 |
| Healthcare Instructional Support | 1 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| Hispanic-Latino Scholarship | 1 | \$2.00 | \$0.00 | \$0.00 | \$0.00 | \$2.00 |
| Homeland Security Programs | 2 | \$5.00 | \$0.00 | \$4,000.00 | \$0.00 | \$4,005.00 |
| Horticulture Program | 1 | \$350.00 | \$0.00 | \$0.00 | \$0.00 | \$350.00 |
| Interior Design Program Fund | 1 | \$0.00 | \$0.00 | \$2,750.00 | \$0.00 | \$2,750.00 |
| John Belushi Memorial Scholarship Fund | 2 | \$78.14 | \$0.00 | \$0.00 | \$0.00 | \$78.14 |
| Lifelong Learning Program | 1 | \$5.00 | \$0.00 | \$0.00 | \$0.00 | \$5.00 |
| MAC General Fund | 5 | \$380.00 | \$0.00 | \$150.00 | \$0.00 | \$530.00 |
| Margarita Salazar Respiratory Therapy Scholarship | 1 | \$39.00 | \$0.00 | \$0.00 | \$0.00 | \$39.00 |
| Meteorology Program Fund | 1 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| Music Program Fund | 1 | \$5.00 | \$0.00 | \$0.00 | \$0.00 | \$5.00 |
| New Philharmonic Orchestra | 21 | \$7,886.25 | \$2,700.00 | \$0.00 | \$0.00 | \$10,586.25 |
| Resource for Excellence Fund | 1 | \$12,612.09 | \$0.00 | \$0.00 | \$0.00 | \$12,612.09 |
| Student Crisis Emergency Fund | 72 | \$8,725.00 | \$2,780.00 | \$0.00 | \$0.00 | \$11,505.00 |
| Study Abroad Scholarship Fund | 2 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| The Christopher Drop Welding Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |

College of DuPage Foundation
Monthly Gift Summary Report
August 28, 2014 - September 19, 2014

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|------------|--------------------|-------------------|-------------------|---------------|--------------------|
| Troy Scholarship for Engineering | 1 | \$12.50 | \$0.00 | \$0.00 | \$0.00 | \$12.50 |
| Troy Scholarship for Nursing | 1 | \$12.50 | \$0.00 | \$0.00 | \$0.00 | \$12.50 |
| WDCB Employer Matching Gift Revenue (EMG) | 1 | \$0.00 | \$40.00 | \$0.00 | \$0.00 | \$40.00 |
| WDCB Future Fund | 1 | \$113.34 | \$0.00 | \$0.00 | \$0.00 | \$113.34 |
| WDCB Individual Gifts | 707 | \$22,376.44 | \$0.00 | \$0.00 | \$0.00 | \$22,376.44 |
| WDCB Merchandising | 1 | \$315.00 | \$0.00 | \$0.00 | \$0.00 | \$315.00 |
| WDCB Underwriting | 8 | \$7,216.00 | \$0.00 | \$0.00 | \$0.00 | \$7,216.00 |
| William W. Steele Memorial Endowed Scholarship | 1 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| Youth Leadership Program | 1 | \$5.00 | \$0.00 | \$0.00 | \$0.00 | \$5.00 |
| Grand Totals: | | \$68,282.93 | \$5,520.00 | \$7,050.00 | \$0.00 | \$80,852.93 |

891 Gift(s) listed

876 Donor(s) listed

College of DuPage Foundation
Fiscal Year 2015 Gift Summary Report
 Year-to-Date as of September 19, 2014

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|-------------------|-------------|-----------------------|----------------------|----------------|--------------|
| A.R.C. Memorial Scholarship | 5 | \$5.00 | \$0.00 | \$0.00 | \$0.00 | \$5.00 |
| ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund | 5 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| Athletic Department Support | 5 | \$125.00 | \$0.00 | \$0.00 | \$0.00 | \$125.00 |
| Belushi Artist-In-Residence Fund | 5 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| Carol Stream Community College Scholarship | 6 | \$300.00 | \$0.00 | \$0.00 | \$0.00 | \$300.00 |
| Carter Carroll Excellence in History Award | 5 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Catherine M. Brod Endowed Scholarship for Speech and Theatre | 5 | \$384.60 | \$0.00 | \$0.00 | \$0.00 | \$384.60 |
| Center for Advanced Manufacturing Scholarship | 1 | \$0.00 | \$275,000.00 | \$0.00 | \$0.00 | \$275,000.00 |
| Center for Entrepreneurship Fund for Workforce Development | 6 | \$1,550.00 | \$0.00 | \$0.00 | \$0.00 | \$1,550.00 |
| Christopher & Karen Thielman Culinary & Hospitality Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Christopher & Karen Thielman International Field Studies Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Cleve Carney Art Gallery Fund | 1 | \$0.00 | \$0.00 | \$57,750.00 | \$0.00 | \$57,750.00 |
| Cleve Carney Endowed Art Fund | 1 | \$544.00 | \$0.00 | \$0.00 | \$0.00 | \$544.00 |
| COD Foundation's Need-Based Scholarship Fund | 11 | \$593.75 | \$0.00 | \$0.00 | \$0.00 | \$593.75 |
| COD Foundation's Returning Adult Scholarship | 8 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| COD Foundation's Single Parent Scholarship | 5 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| College of DuPage Faculty Association Scholarship | 10 | \$150.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| Community Education Farm Fund | 15 | \$83.35 | \$0.00 | \$0.00 | \$0.00 | \$83.35 |
| Culinary & Hospitality Center | 6 | \$108.30 | \$0.00 | \$0.00 | \$0.00 | \$108.30 |
| Donald Carter Memorial Scholarship | 2 | \$106.00 | \$0.00 | \$0.00 | \$0.00 | \$106.00 |
| Dr. Joseph and Donna Collins Student Success Scholarship | 5 | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 |
| Early Childhood Education Fund | 13 | \$90.00 | \$0.00 | \$0.00 | \$0.00 | \$90.00 |
| Ellen Johnson Memorial Scholarship | 5 | \$15.00 | \$0.00 | \$0.00 | \$0.00 | \$15.00 |
| Everyone Matters Scholarship Fund | 5 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Fine Arts Program Fund | 1 | \$0.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 |
| Football Program Fund | 1 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| G.E.D. Scholarship Fund | 5 | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 |
| General Scholarship Fund | 68 | \$895.85 | \$0.00 | \$0.00 | \$0.00 | \$895.85 |
| Healthcare Instructional Support | 6 | \$250.00 | \$0.00 | \$206.00 | \$0.00 | \$456.00 |
| Hispanic-Latino Scholarship | 5 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Homeland Security Programs | 4 | \$10.00 | \$120.00 | \$4,000.00 | \$0.00 | \$4,130.00 |
| Horticulture Program | 1 | \$350.00 | \$0.00 | \$0.00 | \$0.00 | \$350.00 |
| Howard K. Canaday Music Scholarship | 1 | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 |
| Interior Design Program Fund | 1 | \$0.00 | \$0.00 | \$2,750.00 | \$0.00 | \$2,750.00 |
| John Belushi Memorial Scholarship Fund | 6 | \$236.86 | \$0.00 | \$0.00 | \$0.00 | \$236.86 |
| Kathy Marszalek Memorial Scholarship | 1 | \$4,500.00 | \$0.00 | \$0.00 | \$0.00 | \$4,500.00 |
| Lifelong Learning Program | 3 | \$10.00 | \$120.00 | \$0.00 | \$0.00 | \$130.00 |
| MAC General Fund | 32 | \$4,208.55 | \$120.00 | \$150.00 | \$0.00 | \$4,478.55 |
| Margarita Salazar Respiratory Therapy Scholarship | 5 | \$195.00 | \$0.00 | \$0.00 | \$0.00 | \$195.00 |
| Meteorology Program Fund | 2 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |

College of DuPage Foundation
Fiscal Year 2015 Gift Summary Report
 Year-to-Date as of September 19, 2014

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|-------------------|---------------------|-----------------------|----------------------|----------------|---------------------|
| Music Program Fund | 6 | \$25.00 | \$0.00 | \$6,900.00 | \$0.00 | \$6,925.00 |
| New Philharmonic Orchestra | 195 | \$54,659.19 | \$2,700.00 | \$0.00 | \$0.00 | \$57,359.19 |
| Resource for Excellence Fund | 72 | \$13,716.09 | \$0.00 | \$0.00 | \$0.00 | \$13,716.09 |
| Ruth Nechoda Memorial Endowment | 3 | \$7.50 | \$0.00 | \$0.00 | \$0.00 | \$7.50 |
| Student Crisis Emergency Fund | 78 | \$11,290.00 | \$2,780.00 | \$0.00 | \$0.00 | \$14,070.00 |
| Study Abroad Scholarship Fund | 14 | \$375.00 | \$0.00 | \$0.00 | \$0.00 | \$375.00 |
| The Christopher Drop Welding Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Troy Scholarship for Engineering | 5 | \$62.50 | \$0.00 | \$0.00 | \$0.00 | \$62.50 |
| Troy Scholarship for Nursing | 5 | \$62.50 | \$0.00 | \$0.00 | \$0.00 | \$62.50 |
| Veteran Services Program | 1 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| WDCB Employer Matching Gift Revenue (EMG) | 4 | \$775.00 | \$40.00 | \$0.00 | \$0.00 | \$815.00 |
| WDCB Future Fund | 2 | \$229.28 | \$0.00 | \$0.00 | \$0.00 | \$229.28 |
| WDCB Individual Gifts | 2413 | \$63,996.66 | \$0.00 | \$0.00 | \$0.00 | \$63,996.66 |
| WDCB Merchandising | 6 | \$432.80 | \$0.00 | \$0.00 | \$0.00 | \$432.80 |
| WDCB Underwriting | 25 | \$18,915.00 | \$0.00 | \$0.00 | \$0.00 | \$18,915.00 |
| William W. Steele Memorial Endowed Scholarship | 5 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 |
| Youth Leadership Program | 3 | \$10.00 | \$120.00 | \$0.00 | \$0.00 | \$130.00 |
| Grand Totals: | | \$189,512.78 | \$281,000.00 | \$71,906.00 | \$0.00 | \$542,418.78 |

3,112 Gift(s) listed

1,628 Donor(s) listed

**College of DuPage
FY15 Grants Awarded Report
July 1, 2014 - September 23, 2014**

Note: New Entries in Bold

| ALLOCATED GRANTS | | | | | | | | |
|---|---|-------------------------|-------------------------|---------------|--------------------|-------------------|-----------------|---|
| Grantor | Project Title | Department | Project Director | Type | Amount | Start Date | End Date | Description |
| Illinois Community College Board | FY15 Program Improvement | Academic Affairs | Jean Kartje | State | \$74,349 | 7/1/14 | 6/30/15 | To provide materials to improve CTE programming. |
| Illinois Community College Board | FY15 Career & Technical Education Program Postsecondary Perkins | Academic Affairs | Jean Kartje | Federal | \$728,379 | 7/1/14 | 6/30/15 | For CTE programs and activities, equipment acquisition, faculty and staff development, and collaborations that will support students to enhance academic success, build technical skills, and prepare for future careers. |
| Illinois Community College Board | FY15 Adult Education and Family Literacy | ABE/GED/ESL | Dan Deasy | Federal/State | \$1,999,918 | 7/1/14 | 6/30/15 | To support the Adult Education and Family Literacy programming. |
| ALLOCATED GRANTS (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.) | | | | | \$2,802,646 | | | |

**College of DuPage
FY15 Grants Awarded Report
July 1, 2014 - September 23, 2014**

Note: New Entries in Bold

| COMPETITIVE GRANTS | | | | | | | | |
|--|--|-----------------------------|---------------------------------|---------|--------------------|------------|----------|---|
| Grantor | Project Title | Department | Project Director | Type | Amount | Start Date | End Date | Description |
| U.S. Department of Defense/ Illinois Department of Commerce and Economic Opportunity (DCEO) | FY15 Procurement Technical Assistance Center (PTAC) | Center for Entrepreneurship | Rita Haake | Federal | \$89,000 | 7/1/14 | 6/30/15 | To support the operations of the Procurement Technical Assistance Center (PTAC). |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | FY15 Procurement Technical Assistance Center (PTAC) | Center for Entrepreneurship | Rita Haake | State | \$13,000 | 7/1/14 | 6/30/15 | To support the operations of the Procurement Technical Assistance Center (PTAC). |
| Small Business Administration/ Illinois Department of Commerce and Economic Opportunity (DCEO) | FY14 Small Business Development Center/International Trade Center (SBDC/ITC) | Center for Entrepreneurship | Martha Carney Zachary Person | Federal | \$2,500 | 1/1/14 | 12/31/14 | An additional \$2,500 was added to an existing grant to cover general operating expenses for the Small Business Development Center (SBDC) and the International Trade Center (ITC). |
| Illinois State Library/ Literacy Office | FY15 Adult Volunteer Literacy: People Educating People (PEP) | ABE/GED/ESL | Dan Deasy | State | \$42,260 | 7/1/14 | 6/30/15 | To provide individualized instruction and tutoring for ABE, GED and ESL classes. |
| Illinois State Library/ Literacy Office | FY15 Bensenville Family Literacy Project | ABE/GED/ESL | Dan Deasy | State | \$35,000 | 7/1/14 | 6/30/15 | To support the <i>Bensenville</i> family literacy project. |
| Illinois State Library/ Literacy Office | FY15 West Chicago Family Literacy Project: <i>Leer es Poder</i> | ABE/GED/ESL | Dan Deasy | State | \$35,000 | 7/1/14 | 6/30/15 | To support the <i>Leer es Poder</i> (Reading is Power) family literacy project. |
| COMPETITIVE GRANTS (Includes grants from federal, state and private grantors where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.) | | | | | \$216,760 | | | |
| FY15 Total All Grants Awarded as of September 23, 2014 | | | | | \$3,019,406 | | | |

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD INFORMATION

There are no Consortium/Cooperative Agreements to approve this month.

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD INFORMATION

1. SUBJECT

Financial Statements.

2. REASON FOR CONSIDERATION

For monthly Board information.

3. BACKGROUND INFORMATION

- a) Schedule of Investments – This report is presented to the Board for information each month. It lists the Schedule of Investments for each of the College's Funds. The report details the purchase and maturity dates and interest rate earned.
- b) Operating Funds – Budget and Expenditures - This report is presented to the Board for information each month. It lists the budget-to-actual results for the current fiscal year for the Operating Funds.
- c) Operating Cash Available to Pay Annual Operating Expenses – This report is presented to the Board for information each month. It shows the amount of operating cash and investments on hand and Board approved fund balance restrictions compared to prior year annual operating expenses and presents the ratio of cash available to annual operating expenses.
- d) Tax Levy Collections – This report is presented to the Board for discussion purposes on a quarterly basis (July, October, January, April). This report lists the tax receipts by counties and also by each of the funds that levy taxes.

COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
9/30/2014

| FINANCIAL INSTITUTION | DATE PURCHASED | DATE OF MATURITY | RATE OF RETURN * | PRINCIPAL |
|---|-------------------|---------------------|---------------------|------------------------------|
| OPERATING INVESTMENTS: | | | | |
| EDUCATIONAL FUND | | | | |
| US Bank - IL FUNDS | N/A | N/A | 0.01 | \$ 84,404 |
| Wheaton Bank & Trust NOW Acct | N/A | N/A | 0.20 | 16,170,650 |
| PFM Liquidity Acct | N/A | N/A | 0.07 | 559 |
| Bank Baroda New York NY CD | 4/4/2014 | 10/6/2014 | 0.20 | 249,000 |
| Banco Popular DE PR HATO REY | 8/29/2014 | 9/3/2015 | 0.60 | 249,000 |
| Firstbank PR Santurce | 9/19/2014 | 9/18/2015 | 0.60 | 249,000 |
| Safra Nat'l Bk New York CD | 8/15/2013 | 11/17/2014 | 0.45 | 249,000 |
| Discover Bank Greenwood | 6/25/2014 | 12/26/2014 | 0.30 | 249,000 |
| Chase High Yield Saving | N/A | N/A | 0.03 | 8,148,322 |
| IMET Convenience Fund | N/A | N/A | 0.40 | 80,090,485 |
| Northern Trust - Ultra-Short Fixed Income | N/A | N/A | 0.19 | 45,408,405 |
| Northern Trust - GS Enhanced Income Mutual Fund | N/A | N/A | 0.09 | 18,118,205 |
| Northern Trust - GS Short Duration Mutual Fund | N/A | N/A | 0.40 | 18,395,267 |
| Northern Trust - GS Enhanced Income Mutual Fund FMV Adj. | N/A | N/A | N/A | (38,061) |
| Northern Trust - GS Short Duration Mutual Fund FMV Adjustment | N/A | N/A | N/A | (53,492) |
| Global Gov't Securities: FNMA | 07/26/12 | 08/14/17 | 1.00 | 30,000,000 |
| Global Gov't Securities: FMV Adjustment | N/A | N/A | N/A | (128,334) |
| Global Gov't Securities: Money Market | N/A | N/A | 0.01 | 151,826 |
| | | | | <u>217,593,236</u> |
| WORKING CASH FUND | | | | |
| PFM Investments | N/A | N/A | 0.08 | 8,038,160 |
| PFM Fair Market Value Adjustment | N/A | N/A | N/A | (14,759) |
| PFM IIIT | N/A | N/A | 0.02 | 24,103 |
| | | | | <u>8,047,504</u> |
| SUB-TOTAL OPERATING INVESTMENTS | | | | <u>225,640,740</u> |
| CONSTRUCTION INVESTMENTS: | | | | |
| SERIES 2013A Bonds | | | | |
| Chase High Yield Saving NOTE 1 | N/A | N/A | 0.03 | (6,105,670) |
| Managed Portfolio - ClearArc Capital | N/A | N/A | -0.09 | 452,935 |
| Money Market | N/A | N/A | 0.01 | 311,609 |
| Managed Portfolio Fair Value Adjustment | N/A | N/A | N/A | (4,629) |
| Deutsche Bank - Fidelity Mutual Fund | N/A | N/A | 0.10 | 18,112,795 |
| Deutsche Bank - Fidelity Mutual Fund Fair Value Adjustment | N/A | N/A | N/A | 3 |
| State Street - Federated Mutual Fund | N/A | N/A | 0.05 | 18,063,728 |
| State Street - Federated Mutual Fund Fair Value Adjustment | N/A | N/A | N/A | (18,069) |
| | | | | <u>30,812,702</u> |
| OPERATIONS AND MAINTENANCE (RESTRICTED) FUND | | | | |
| PFM Investments | N/A | N/A | 0.08 | 17,667,179 |
| PFM Fair Market Value Adjustment | N/A | N/A | N/A | (34,438) |
| PFM IIIT | N/A | N/A | 0.02 | 56,240 |
| | | | | <u>17,688,981</u> |
| SUB-TOTAL CONSTRUCTION INVESTMENTS | | | | <u>48,501,683</u> |
| GRAND TOTAL ALL INVESTMENTS | | | | <u>\$ 274,142,423</u> |

NOTE 1 - Represents amounts owed to operating funds for construction expenses.

* All rates of return are annual except for the investment portfolio in the Construction Fund, the Northern Trust and PFM Operating Investments which are fiscal year-to-date.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
9/30/2014**

| | CASH EQUIVALENTS AND INVESTMENTS | FY2015 INTEREST BUDGET | BUDGETED PLANNED TO DATE | INTEREST EARNED TO DATE |
|--|---|---------------------------------------|---|--|
| EDUCATIONAL FUND ⁽¹⁾ | \$ 149,775,942 | \$ 797,129 | \$ 187,979 | \$ 226,905 |
| OPERATIONS AND MAINTENANCE FUND ⁽¹⁾ | 28,502,703 | 134,300 | 33,849 | 38,577 |
| OPERATIONS AND MAINTENANCE RESTRICTED FUND ⁽²⁾ | 48,501,683 | 266,576 | 115,000 | 37,109 |
| DEBT SERVICE FUND ⁽¹⁾ | 29,131,931 | 110,051 | 29,443 | 27,953 |
| AUXILIARY FUND ⁽¹⁾ | 10,182,660 | 54,312 | 12,851 | 14,034 |
| WORKING CASH FUND ⁽²⁾ | 8,047,504 | 122,295 | 36,318 | 5,018 |
| | <u>\$ 274,142,423</u> | <u>\$ 1,484,663</u> | <u>\$ 415,440</u> | <u>\$ 349,596</u> |

(1) The actual cash equivalents and investments are held in the Education Fund. The allocation of these cash equivalents and investments are based on the cash balance for each of these funds. Excludes unrealized gains/(losses) of (\$270,162) on investments.

(2) The Operations and Maintenance (Restricted Fund) and the Working Cash Fund interest earned includes realized losses of \$29,288 and \$11,633 respectively on the sale and maturities of securities. These securities were purchased in calendar years 2012 and 2013 for a premium because of the higher coupon rate offered on these securities. Over the period these securities were held, the College earned 1.08%.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
CONSTRUCTION BONDS
9/30/2014**

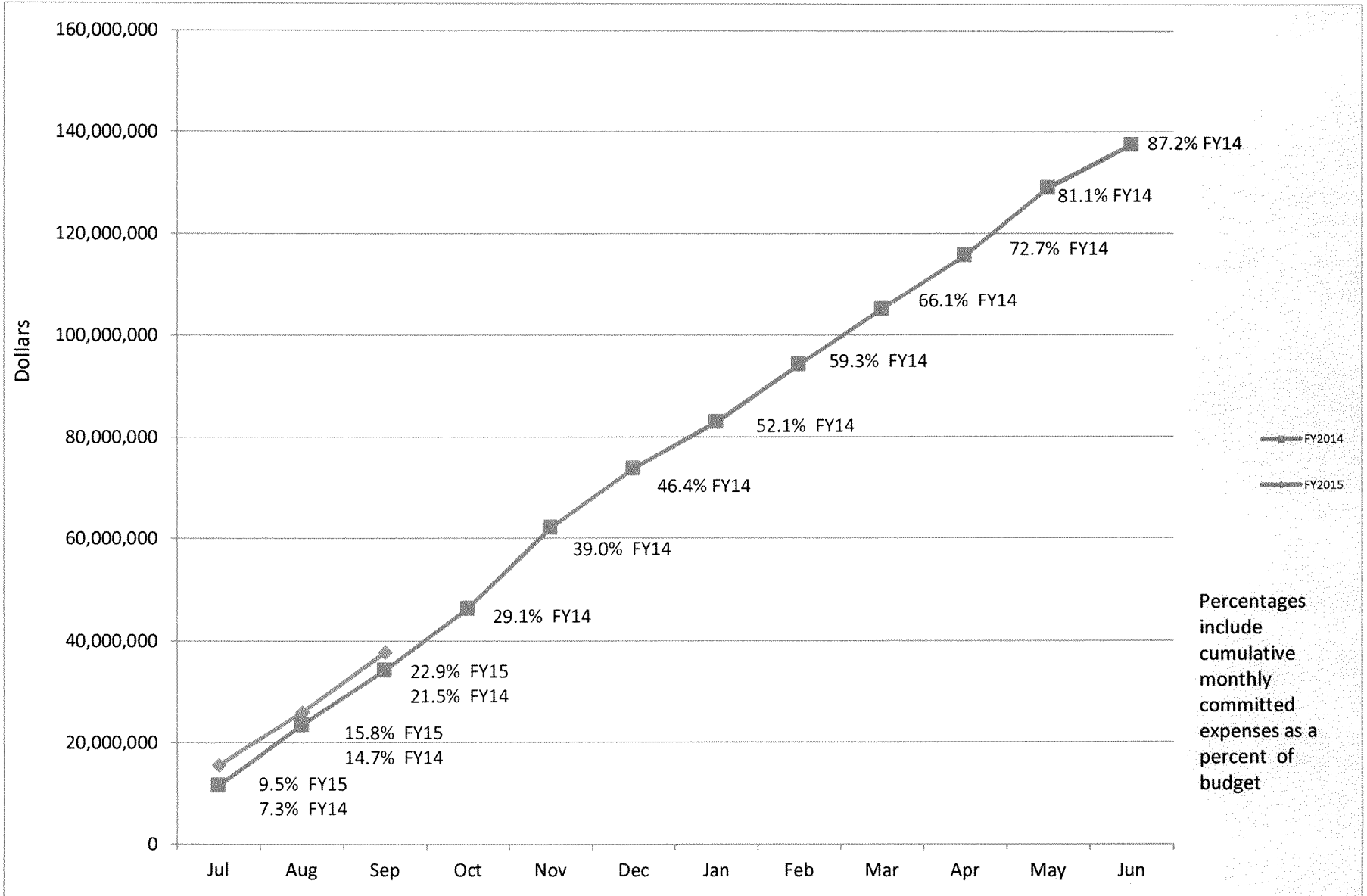
College of DuPage - 2013A Building Bonds

| | |
|-------------------------|---------------|
| Date of Issue | 5/31/2013 |
| Original Bond Proceeds | \$ 93,455,230 |
| Original Expense Budget | 93,455,230 |
| Expenses to Date | 65,034,940 |
| Future Funds Available | 30,812,702 |

COLLEGE OF DUPAGE
FISCAL YEAR 2015 BUDGET AND EXPENDITURES
September 30, 2014
As of September 30, 2014 6 of 26 Payrolls have occurred = 23.1%

| <u>DIVISION</u> | <u>ANNUAL BUDGET</u> | <u>EXPENDITURES YEAR TO DATE</u> | <u>FUTURE COMMITMENTS</u> | <u>TOTAL COMMITTED</u> | <u>UNCOMMITTED BALANCE</u> | <u>% OF BUDGET COMMITTED</u> |
|---|-----------------------|--------------------------------------|-------------------------------|----------------------------|--------------------------------|----------------------------------|
| EDUCATION FUND | | | | | | |
| President | \$ 981,081 | \$ 219,997 | \$ 2,642 | \$ 222,639 | \$ 758,442 | 22.69% |
| Govern. Relations/Board of Trustees | 459,802 | 96,951 | 65,069 | 162,020 | 297,782 | 35.24% |
| Executive Vice President | | | | | | |
| Executive VP Administration | 849,067 | 88,146 | - | 88,146 | 760,921 | 10.38% |
| Academic Affairs Administration | 4,546,747 | 872,735 | 274,844 | 1,147,579 | 3,399,168 | 25.24% |
| Business & Technology | 16,562,925 | 3,006,691 | 864,030 | 3,870,721 | 12,692,204 | 23.37% |
| Health & Social Sciences | 32,644,268 | 5,682,926 | 123,219 | 5,806,145 | 26,838,123 | 17.79% |
| Liberal Arts | 22,444,824 | 3,775,911 | 58,148 | 3,834,059 | 18,610,765 | 17.08% |
| Library | 10,262,504 | 1,944,198 | 70,718 | 2,014,916 | 8,247,588 | 19.63% |
| Continuing Education | 3,033,041 | 777,358 | 68,910 | 846,268 | 2,186,773 | 27.90% |
| Academic Affairs Total | 89,494,309 | 16,059,819 | 1,459,869 | 17,519,688 | 71,974,621 | 19.58% |
| Student Affairs | 17,089,595 | 3,144,399 | 238,206 | 3,382,605 | 13,706,990 | 19.79% |
| Information Technology | 16,833,836 | 3,951,969 | 816,652 | 4,768,621 | 12,065,215 | 28.33% |
| Plan & Inst Effectiveness | 855,014 | 146,745 | 8,354 | 155,099 | 699,915 | 18.14% |
| Total Executive Vice President | 125,121,821 | 23,391,078 | 2,523,081 | 25,914,159 | 99,207,662 | 20.71% |
| Administrative Affairs | | | | | | |
| Administrative Affairs Admin. | 642,944 | 118,268 | 5,630 | 123,898 | 519,046 | 19.27% |
| Business Affairs | 2,533,868 | 355,744 | 168,978 | 524,722 | 2,009,146 | 20.71% |
| Police Department | 2,385,889 | 442,663 | 44,641 | 487,304 | 1,898,585 | 20.42% |
| Finance Office | 4,532,839 | 1,136,376 | 118,422 | 1,254,798 | 3,278,041 | 27.68% |
| Facilities/Plant Administration | 5,176,890 | 816,377 | 804,193 | 1,620,570 | 3,556,320 | 31.30% |
| Risk Management | 382,841 | 55,144 | 9,320 | 64,464 | 318,377 | 16.84% |
| General Institutional | 13,493,313 | 4,780,369 | 116,894 | 4,897,263 | 8,596,050 | 36.29% |
| Total Administrative Affairs | 29,148,584 | 7,704,941 | 1,268,078 | 8,973,019 | 20,175,565 | 30.78% |
| Human Resources | 2,937,215 | 507,606 | 137,678 | 645,284 | 2,291,931 | 21.97% |
| Development & Foundation | 1,706,042 | 323,882 | 27,996 | 351,878 | 1,354,164 | 20.63% |
| External Relations | 4,264,628 | 831,847 | 638,715 | 1,470,562 | 2,794,066 | 34.48% |
| Total Education Fund: | \$ 164,619,173 | \$ 33,076,302 | \$ 4,663,259 | \$ 37,739,561 | \$ 126,879,612 | 22.93% |
| OPERATIONS & MAINTENANCE FUND | | | | | | |
| Administrative Affairs | \$ 15,978,093 | \$ 3,736,210 | \$ 1,907,415 | \$ 5,643,625 | \$ 10,334,468 | 35.32% |
| Information Technology | 686,735 | 143,813 | 461,544 | 605,357 | 81,378 | 88.15% |
| Total Operations & Maintenance Fund: | \$ 16,664,828 | \$ 3,880,023 | \$ 2,368,959 | \$ 6,248,982 | \$ 10,415,846 | 37.50% |
| Total General Funds | \$ 181,284,001 | \$ 36,956,325 | \$ 7,032,218 | \$ 43,988,543 | \$ 137,295,458 | 24.26% |

**College of DuPage
FY2014 & FY2015 Education Fund Committed Expenditures**



COLLEGE OF DUPAGE
Operating Cash Available to Pay Annual Operating Expenses
as of September 30, 2014

Net % of Operating Cash/Investments Available to Pay Operating Expenses

| | <u>Without Restrictions</u> | <u>Net of Board Approved Fund Balance Restrictions</u> |
|---|-----------------------------|--|
| Total Operating Cash/Investments | \$ 225,640,740 | \$ 225,640,740 |
| Current Fund Balance Restriction | - | (91,250,000) |
| Net Operating Cash/Investments | 225,640,740 | 134,390,740 |
| FY2014 Operating Expenses * | 151,011,727 | 151,011,727 |
| Net % Of Operating Cash/Investments Available To Pay Annual Operating Expenses | 149.4% | 89.0% |

* - Includes \$152.8 million of operating expenses, less \$2.0 million of bad debt expense, plus \$0.2 million of transfers out.

COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
TAX LEVY COLLECTIONS - CURRENT AND 4 PREVIOUS LEVY YEARS
RECEIVED THROUGH SEPTEMBER 30, 2014

| <u>LEVY YEAR</u> | <u>ASSESSED VALUATIONS</u> | <u>EXTENSIONS</u> | <u>AMOUNT COLLECTED</u> | <u>COLLECTED AS % OF EXTENSION</u> | <u>DUPAGE COUNTY TAX RATE</u> |
|------------------|----------------------------|-----------------------|-------------------------|------------------------------------|-------------------------------|
| 2013 | \$ 36,804,412,816 | \$ 109,567,598 | \$ 103,640,590 | 94.59% | 0.2956 |
| 2012 | 38,763,381,046 | 104,007,287 | 103,223,688 | 99.25% | 0.2681 |
| 2011 | 42,017,143,168 | 104,753,103 | 104,317,735 | 99.58% | 0.2495 |
| 2010 | 45,371,787,099 | 105,572,929 | 105,021,015 | 99.48% | 0.2349 |
| 2009 | <u>47,883,147,236</u> | <u>101,210,206</u> | <u>100,723,717</u> | <u>99.52%</u> | 0.2127 |
| TOTAL | <u>\$ 210,839,871,365</u> | <u>\$ 525,111,123</u> | <u>\$ 516,926,745</u> | <u>98.44%</u> | |

2013 LEVY COLLECTIONS:

| <u>COUNTY</u> | <u>2013 ASSESSED VALUATION</u> | <u>2013 EXTENSION</u> | <u>AMOUNT COLLECTED</u> | <u>COLLECTED AS % OF EXTENSION</u> |
|---------------|--------------------------------|-----------------------|-------------------------|------------------------------------|
| COOK | \$ 2,922,703,981 | \$ 9,419,927 | \$ 9,070,319 | 96.29% |
| DUPAGE | 31,661,507,852 | 93,591,417 | 88,268,954 | 94.31% |
| WILL | <u>2,220,200,983</u> | <u>6,556,254</u> | <u>6,301,317</u> | <u>96.11%</u> |
| TOTAL | <u>\$ 36,804,412,816</u> | <u>\$ 109,567,598</u> | <u>\$ 103,640,590</u> | <u>94.59%</u> |

| <u>FUND</u> | <u>COOK COUNTY 2013 TAX RATE</u> | <u>COOK COUNTY RECEIPTS</u> | <u>DUPAGE COUNTY 2013 TAX RATE</u> | <u>DUPAGE COUNTY RECEIPTS</u> | <u>WILL COUNTY 2013 TAX RATE</u> | <u>WILL COUNTY RECEIPTS</u> | <u>TOTAL RECEIPTS</u> |
|----------------------------|----------------------------------|-----------------------------|------------------------------------|-------------------------------|----------------------------------|-----------------------------|-----------------------|
| EDUCATIONAL | 0.2098 | \$ 5,906,121 | 0.1941 | \$ 57,960,192 | 0.1946 | \$ 4,152,512 | \$ 68,018,825 |
| OPERATIONS AND MAINTENANCE | 0.0341 | 959,958 | 0.0317 | 9,465,870 | 0.0317 | 676,433 | 11,102,261 |
| BOND | <u>0.0783</u> | <u>2,204,240</u> | <u>0.0698</u> | <u>20,842,892</u> | <u>0.0690</u> | <u>1,472,372</u> | <u>24,519,504</u> |
| TOTAL | <u>0.3222</u> | <u>\$ 9,070,319</u> | <u>0.2956</u> | <u>\$ 88,268,954</u> | <u>0.2953</u> | <u>\$ 6,301,317</u> | <u>\$ 103,640,590</u> |

8. CONSENT AGENDA

B. For APPROVAL: Standard Items

- 1) Minutes**
- 2) Financial Reports**
- 3) Bids**
- 4) Requests for Proposals (RFP)**
- 5) Purchase Orders (PO)**
- 6) Personnel Actions**
- 7) In-Kind Donations Quarterly Report**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**
Approval of Board Meeting Minutes.

2. **REASON FOR CONSIDERATION**
The minutes of all Board of Trustees Meetings of Community College District 502 must be approved by the Trustees at a public Board Meeting.

3. **BACKGROUND INFORMATION**
Minutes are normally approved the month following the meeting dates.


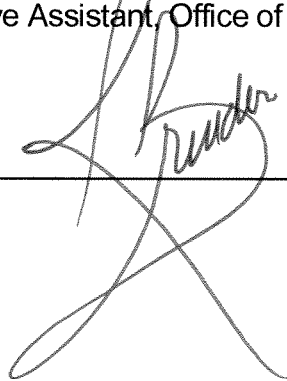
4. **RECOMMENDATION**
That the Board of Trustees approves the following Board Meeting Minutes:
 - a) September 25, 2014 Regular Board Meeting; and
 - b) September 25, 2014 Closed Session – CONFIDENTIAL – for Board only.

SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING MINUTES

ITEM(S) ON REQUEST

That the Board of Trustees approves the following Board Meeting Minutes:

- a) September 25, 2014 Regular Board Meeting; and
- b) September 25, 2014 Closed Session – CONFIDENTIAL – for Board only.

| | |
|--|---------|
|  | |
| Administrative Assistant, Office of the President | 10/2/14 |
| | Date |
|  | |
| President | 10/2/14 |
| | Date |



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

**MINUTES
REGULAR BOARD MEETING
THURSDAY, SEPTEMBER 25, 2014
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. CALL TO ORDER

At 7:05 p.m., the Regular Meeting of the Board of the College of DuPage Board of Trustees was called to order by Chairman Birt.

2. ROLL CALL

Present: Student Trustee Omar Escamilla, Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Also Present: President Dr. Robert L. Breuder, Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C., staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo, Administrative Assistant, Office of the President.)

3. AGENDA

3. A. Approval of Agenda. Chairman Birt called for a motion to approve tonight's Agenda. Trustee McGuire moved, Trustee Savage seconded the motion.

Vice Chairman Hamilton made a motion to move the general comments to the front of the Agenda. There was no second on that motion. Motion failed.

Chairman Birt asked Secretary O'Donnell to please call for a vote to approve the Agenda. On voice vote, Student Trustee Escamilla, Trustees Birt, McGuire, O'Donnell, Savage, Svoboda and Wozniak approved the Agenda for the Regular Board Meeting of September 25, 2014. Trustee Hamilton voted no. The motion carried.

3. B. Approval Public Comment Statement and Rules. Chairman Birt read the Statement aloud. Chairman Birt called for a motion to approve the Public Comment Statement and Rules. Trustee McGuire moved, Co-Vice Chairman Wozniak seconded the motion.

Chairman Birt asked Secretary O'Donnell to please call for a vote to approve the Public Comment Statement and Rules. On voice vote, Student Trustee Escamilla, Trustees Birt, McGuire, O'Donnell, Savage, Svoboda and Wozniak approved the Public Comment Statement and Rules. Trustee Hamilton voted no. The motion carried.

4. PUBLIC COMMENT

4. A. AGENDA RELATED COMMENTS FROM CITIZENS

4. A. 1) District No. 502 Citizens

- Roger Kempa spoke regarding the financial statements
- Adam Andrzejewski spoke regarding the financial statements
- Edward Franckowiak spoke regarding the financial statements

4. A. 2) Citizens-at-Large

- John Kraft spoke regarding public comment statement and rules
- Kirk Allen spoke regarding FOIA requests
- Vikaas Shanker spoke regarding public comment statement and rules

4. B. AGENDA RELATED COMMENTS FROM COLLEGE OF DuPAGE

4. B. 1) College of DuPage Employees

- David Goldberg Professor of Political Science spoke regarding the firing range

4. B. 2) College of DuPage Students

- None

At 7:44 p.m. Chairman Birt called a motion to take a brief break. Trustee Svoboda moved and Trustee McGuire seconded the motion. Secretary O'Donnell called a voice vote. On roll voting aye: Student Trustee Escamilla, Trustees Birt, Hamilton, McGuire, O'Donnell, Savage, Svoboda and Wozniak. Motion passed.

At 7:48 p.m. meeting reconvened. Chairman Birt asked Secretary O'Donnell to call the roll.

Present: Student Trustee Escamilla, Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Also Present: Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C.

5. STUDENT TRUSTEE'S REPORT

5. A. Orientation Leader Program

- Kaitlynn Boniecki and Paolo Mazza spoke about the New Student Orientation Leader Program.

6. PRESIDENT'S REPORT

- None

7. PRESENTATIONS

7. A. FY2014 External Audit

- Thomas Glaser, Senior Vice President Administration & Treasurer
- Christine Torres, Partner, Crowe Horwath, presented the unmodified clean FY2014 Audit.

7. B. LAPS FOR CHAPS

- Joseph Moore, Vice President Marketing & Communications
- Dr. Ken Gray, Professor Psychology spoke regarding the October 18, 2014 Laps for Chaps.

8. CONSENT AGENDA

- Chairman Birt asked if there were any Consent Agenda items the Board would like to remove and vote on separately. Vice Chairman Hamilton requested that 8.B.2) Financial Reports be pulled from the Consent Agenda to be discussed and voted on separately.

Trustee Savage moved and Trustee Svoboda seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

A. The following items for BOARD INFORMATION only:

9. A. 1) Gifts and Grants Report
9. A. 2) Governmental Consortium/Cooperative Purchases Report
9. A. 3) Financial Statements
 - a) Schedule of Investments
 - b) Operating Funds – Budget and Expenditures
 - c) Operating Cash Available to Pay Annual Operating Expenses

B. The following items for BOARD APPROVAL:

- 1) Minutes
 - a) August 21, 2014 Regular Board Meeting
 - b) August 21, 2014 Closed Session @ 7:28 p.m. – CONFIDENTIAL – for Board only
 - c) August 21, 2014 Closed Session @ 11:32 p.m. – CONFIDENTIAL – for Board only
- 2) Pulled to be voted on separately
- 3) Bid Items
 - a) McAninch Arts Center (MAC) Signage Package (Bid Rejection) due to budgetary concerns, limited participation and vendor experience.
 - b) Audio/Visual Equipment and Installation for the Naperville Regional Center to the lowest responsible bidder, Media Resources, Inc., 1989 University Lane, Suite C, Lisle, IL 60532, for a total expenditure of \$58,399.25.
 - c) Laerdal Manikins for Simulation-Based Training, to the lowest responsible bidder, Armstrong Medical, 575 Knightsbridge Parkway, PO Box 700, Lincolnshire, IL 60069, for the bid total of \$46,120.25.
 - d) Homeland Security Training Center (HSTC) Bid Package #3 Part II to the lowest responsible bidders, and assign the contracts to Power Construction Company, 8750 W. Bryn Mawr Avenue, Suite 500,

Chicago, IL 60631, as follows:

- 1) 7.1 Waterproofing to Injection & Waterproofing Systems, Inc., 232 South River Street, Aurora, IL 60506, for the value of \$48,450.00.
- 2) 7.5 Roofing to Metalmaster Roofmaster, Inc., 4800 Metalmaster Way, McHenry, IL 60050, for the value of \$315,518.00.
- 3) 9.1 General Trades to L.J. Morse Construction Company, 128 South Broadway, Aurora, IL 60505, for the value of \$622,700.00.
- 4) 9.2 Metal Studs, Gypsum Board and Acoustical Ceilings to L.J. Morse Construction Company, 128 South Broadway, Aurora, IL 60505, for the value of \$519,547.00.
- 5) 9.3 Tile to Rockford Central Tile & Terrazzo, Inc., 5139 American Road, Rockford, IL 61109, for the value of \$76,820.00.
- 6) 9.4 Carpet, Resilient Flooring & Base to Mr. David's Flooring International, LLC, 865 W. Irving Park Road, Itasca, IL 60143, for the value of \$105,331.00.
- 7) 9.5 Painting to Nedrow Decorating, 1019 Sill Avenue, Aurora, IL 60506, for the value of \$42,639.00.
- 8) 10.1 Operable Partition to Hufcor Inc., DBA Hufcor Chicago, 102 Fairbanks St., Addison, IL 60101, for the value of \$26,870.00.
- 9) 11.1 Firing Range and Equipment to Paragon Tactical, Inc., 1580 Commerce Street, Corona, CA 92880, for the value of \$1,237,400.00.
- 10) 33.1 Site Utilities to Concept Plumbing, Inc., 554 W. Wood Street, Palatine, IL 60067, for the value of \$153,621.00.

For a total expenditure of \$3,148,896.00.

- e) Homeland Security Training Center (HSTC) Bid Package #4 Part II to the lowest responsible bidder, Nelson Fire Protection, 11028 Raleigh Court, Rockford, IL 61115, for the value of \$97,608.00 and assign the contract to Power Construction Company.
 - f) Equipment for the Manufacturing Technology Lab Upgrades to the lowest bidder, Astral Precision, 1645 Louis Avenue, Elk Grove Village, IL 60007, for the total cost of \$112,383.40.
 - g) Printing of *impact* Magazine to the lowest responsible bidder, Precise Printing, 1242B Remington Road, Schaumburg, IL 60173, for a total expenditure of \$154,791.00.
- 4) Requests for Proposals:
- a) Computer Partnership Agreement for a five-year contract with Hewlett Packard Company (HP), 2001 Butterfield Road, Suite 700, Downers Grove, IL 60515, in the amount of \$1,513,563.00, along with additional partnership benefits delivered by Riverside Technologies, Inc., per RFP

pricing and discount structures.

- b) Internet Services Agreement for a three-year contract with Comcast Business Communications LLC, 1701 John F. Kennedy Boulevard, Philadelphia, PA 19103, for the contract term of October 26, 2014 through October 25, 2017 for a total expenditure of \$154,224.00.

- 5) Purchase Orders
None

- 6) Ratify the Personnel Actions.
- a) Ratification of Classified Appointments
 - b) Ratification of Classified Promotions / Transfers
 - c) Ratification of Faculty Resignations / Terminations
 - d) Ratification of Managerial Resignations / Terminations
 - e) Ratification of Classified Resignations / Terminations
 - f) Ratification of Operating Engineers Resignations / Terminations

8. C. The following Construction-Related items were approved:

- 1) Ratification of Construction Change Orders
- Referendum-Related Projects

- **2014 SITE IMPROVEMENTS – POWER #001: CREDIT (\$4,843.00).** This credit change reduces the reimbursable portion of the Power contract for the electric hook-up at the site and HTC construction trailer. *This is an Owner-Requested Scope Change.*
- **2014 SITE IMPROVEMENTS – POWER #009: \$11,388.00.** This change is for drainage and planting bed changes along with replacement of a winter-damaged beech tree along Lambert Road in the TEC lawn area. *This is an Owner-Requested Scope Change.*
- **2014 SITE IMPROVEMENTS – POWER #010: \$90,929.00.** This change is for irrigation changes on the west side of campus to provide operational flexibility and for the addition of an irrigation system at the road construction staging area. *This is an Un-bought Scope Change.*
- **2014 SITE IMPROVEMENTS – POWER #011: CREDIT (\$1,227.00).** This credit change is for the cost savings related to the substitution of planting materials in the TEC planting beds along Lambert Road. *This is an Owner-Requested Scope Change.*
- **2014 TENNIS COURT RESURFACING PROJECT – CENTRAL LAWN #001: \$3,149.00.** This change is for the addition of irrigation at the planting beds at the north end of the tennis court. *This is an Un-bought Scope Change.*
- **PE RENOVATION – POWER #241: \$33,851.00.** This change is to add a glass separation wall and black river pebbles in the planters on the plaza level. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – WIGHT & COMPANY FINAL: \$74,875.00.** This change is to finalize the Wight & Company contract for the additional architectural services provided.

Additional services included: MAC generator study, redesign of MP/TV suite, recladding of the gallery stairs, redesign concession counter, design for classroom 188, redesigning the loading dock, redesign of photo suite, redo of security, and the new millwork design to enclose the radiant equipment for the front walk. *This is an adjustment to Wight's contract and is an Owner-Requested Scope Change.*

- **NAPERVILLE REGIONAL CENTER (NRC) – PEPPER #025: CREDIT (\$2,024.00)**. This credit change is for elevator lighting at the Naperville Regional Center. Elevator lighting was included in the elevator contractor's bid, as well as the electrical contractor's bid. This credit change is to eliminate the elevator lighting from the electrician's scope of work. *This is a Decrease in Scope Change.*

- Capital Budget Projects
 - None

2) Approval of Construction Change Orders

- Referendum-Related Projects
 - None
- Capital Budget Projects
 - None

Chairman Birt asked if any Trustee had a question regarding a Consent Agenda item. Hearing no questions or comments from the Board, Secretary O'Donnell called the roll for approval of the Consent Agenda items. Student Trustee Escamilla's preference is for the motion. Voting aye: Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage and Svoboda, Co-Vice Chair Wozniak and Chair Birt. Motion to approve all Consent Agenda items listed above carried.

Chairman Birt called for a motion to approve Item 9.B.2) pulled from the Consent Agenda:

9.B.2) Financial Reports

- a) Treasurer's Report
- b) Payroll and Accounts Payable Report

Trustee Savage moved and Trustee McGuire seconded that the Board approve the August, 2014 Financial Reports.

Vice Chairman Hamilton requested further breakdown of the Financial Reports. She also requested that Board Policy 10-65, Vendor Payment be put on next month's agenda for review.

Trustee Savage requested to place Board Policy 10-65, Vendor Payment on the Agenda for next month for discussion.

Chairman Birt asked Secretary O'Donnell to call the roll. Voting aye: Student Trustee Escamilla's preference is for the motion. Trustee McGuire, Secretary O'Donnell, Trustees Savage and Svoboda, Co-Vice Chairman Wozniak, Vice Chairman Hamilton and Chairman Birt.

Motion passed unanimously.

9. NEW BUSINESS

A. For Information Only:

None

B. For Approval:

- 1) Trustee Savage moved and Secretary O'Donnell seconded that the Board of Trustees accepts the FY2014 Audit. Chairman Birt asked Secretary O'Donnell to call the roll. Student Trustee Escamilla's preference is for the motion. On roll call voting aye: Trustee McGuire, Secretary O'Donnell, Trustees Savage and Svoboda, Co-Vice Chairman Wozniak and Chairman Erin Birt. On roll call voting nay: Vice Chairman Hamilton. Motion passed.
- 2) Trustee Svoboda moved and Trustee Savage seconded that the Board of Trustees approves the Digital Broadcast Journalism Degree. Chairman Birt asked Secretary O'Donnell to call the roll Student Trustee Escamilla's preference is for the motion. On roll call voting aye: Vice Chairman Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage and Svoboda, Co-Vice Chairman Wozniak and Chairman Erin Birt. Motion passed unanimously.
- 3) Trustee McGuire moved and Trustee Svoboda seconded that the Board of Trustees approve the Naming Honor of Bison Gear & Engineering Advanced Digital Manufacturing Center. Chairman Birt asked Secretary O'Donnell to call the roll Student Trustee Escamilla's preference is for the motion. On roll call voting aye: Vice Chairman Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage and Svoboda, Co-Vice Chairman Wozniak and Chairman Erin Birt. Motion passed unanimously.

10. TRUSTEE DISCUSSION ITEMS

- None

At 8:47 p.m. Chairman Birt called a motion to take a brief break prior to Closed Session. Trustee Savage moved and Trustee Svoboda seconded the motion. Secretary O'Donnell called a voice vote. On roll voting aye: Student Trustee Escamilla, Trustees Birt, Hamilton, McGuire, O'Donnell, Savage, Svoboda and Wozniak. Motion passed.

At 9:07 p.m. meeting reconvened. Chairman Birt asked Secretary O'Donnell to call the roll.

Present: Student Trustee Escamilla, Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Also Present: Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C.

11. **CLOSED SESSION**

At 9:07 p.m. Chairman Birt announced that the Board would move into Closed Session for the purpose of discussing the following: “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;” and “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”

Chairman Birt announced that general comments will be held after Closed Session, however there will be no Board action taken after Closed Session.

Chairman Birt called for a motion, Trustee Savage moved and Trustee Svoboda seconded. On roll call, voting aye: Student Trustee Escamilla, Co-Vice Chairman Wozniak, Vice Chairman Hamilton, Trustee McGuire, Secretary O’Donnell, Trustees Savage and Svoboda and Chairman Birt. Motion carried unanimously.

12. **RESUME OPEN MEETING**

At 11:55 p.m. Trustee McGuire moved and Trustee Savage seconded closed session be adjourned. The Board of Trustees returned to open session. Secretary O’Donnell called the roll.

Present: Student Trustee Escamilla, Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Allison O’Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Also Present: Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C.

13. **GENERAL PUBLIC COMMENTS**

- Paula Reigle spoke regarding the Open Meetings Act
- Paul Lefort spoke regarding the agenda
- Jan Shaw spoke regarding the Waterleaf and MAC
- Roger Kempa spoke regarding meeting space
- Glenn Hansen spoke on Board meetings
- Richard Jarman spoke regarding the agenda
- Vikaas Shanker spoke regarding the Courier newspaper
- Haroon Atcha spoke regarding the Waterleaf
- Airo Aquiro spoke regarding the opportunities afforded to her by the College
- Miguel Marino spoke regarding respect
- Stephanie Torres spoke regarding Student Leadership

14. **ANNOUNCEMENTS:**

ICCTA

- Trustees Svoboda, Trustee Savage and Co-Vice Chairman Wozniak attended the September meeting.
 - Topics included: preview of community college economic impact study, book review Fixing Illinois by author James Nowlan, election information, baccalaureate degrees.

ACCT

- October meeting to be in Chicago. Trustees Svoboda and Savage to be ambassadors.

Foundation Report

- Foundation Board held its Annual Board retreat August 26, 2014 and its quarterly Board Meeting on September 9, 2014.
- The Foundation has raised over \$459,385 fiscal year to date.
- The Foundation received a \$275,000 gift from Bison Gear and Engineering to support scholarships within the manufacturing program.
- The Foundation launched the Distinguished Alumni Program to honor outstanding alumni.
- The Foundation acquired the Stone Family art collection in mid-September; the collection includes 184 works from Picasso to Frank Lloyd Wright. The final appraisal of the collection is pending.
- The Foundation Board Governance Committee recently recruited and welcomed Sherman Neal of Naperville to the Board of Directors.

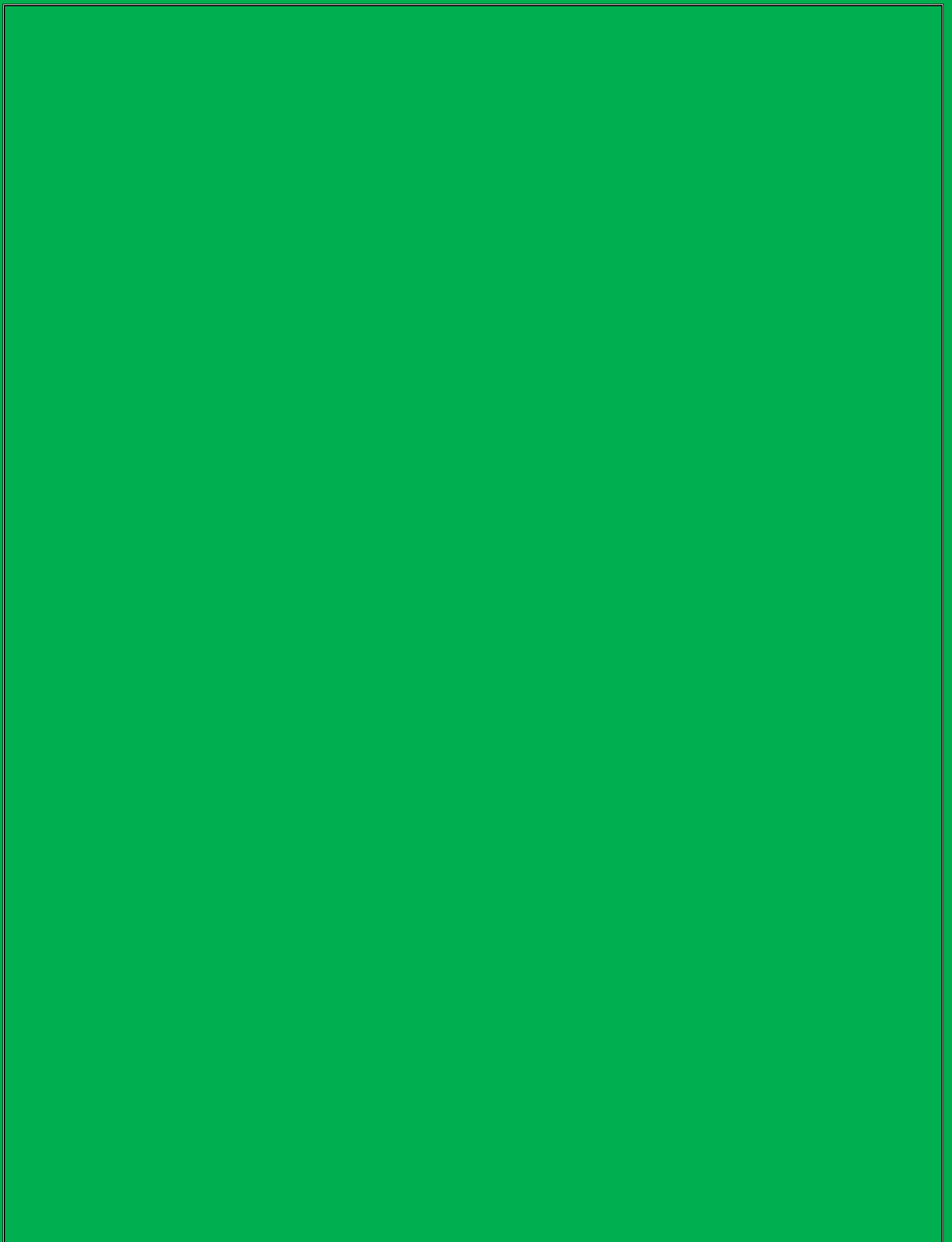
15. **ADJOURN**

At 12:32 a.m., Chairman Birt noted that, if there was no further business to come before the Board, she would entertain a motion to adjourn. Trustee Savage moved, Trustee Svoboda seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: _____
Allison O'Donnell, Secretary

Approved: October 16, 2014

By: _____
Erin Birt, Board Chairman



**9/25/14 Closed Session Minutes
Regular Board of Trustees Meeting**

CONFIDENTIAL

FOR BOARD ONLY

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Financial Reports.

2. REASON FOR CONSIDERATION

For monthly Board approval.

3. BACKGROUND INFORMATION

- a) Treasurer's Report - The Treasurer's Report goes to the Board for approval every month except July. The Treasurer's Report includes the receipts and disbursements for each month by fund on strictly a cash basis. Therefore, the ending balance in each fund is equal to the balance of the cash and investments by fund.
- b) Payroll and Accounts Payable Report – This report is presented to the Board for approval each month. This report lists the total payroll and accounts payable for the accounting month by fund.
- c) Budget Transfer Report – This report is presented to the Board for approval on a quarterly basis (July, October, January, April). The budget transfer report lists the funds, descriptions, amounts and reasons for the budget transfer.

4. RECOMMENDATION

That the Board of Trustees approves the Treasurer's Report, Payroll & Accounts Payable Report and Budget Transfer Report.

College of DuPage
Community College District No. 502
Treasurer's Report as of September 30, 2014

MB Financial and Chase Concentration Accounts

| | |
|----------------------------------|----------------------|
| Beginning Balance | \$ 19,283,812 |
| Current Activity | |
| Cash Receipts | 17,562,859 |
| Cash Disbursements | (14,788,126) |
| Wire Transfer/Bank Charges/Voids | 2,892,405 |
| Payroll | (5,231,991) |
| Total Month Activity | <u>435,147</u> |
| Ending Balance | <u>\$ 19,718,959</u> |

Cash

| | |
|--|----------------------|
| MB Financial Concentration Account | \$ 7,071,149 |
| Change Funds | 18,740 |
| Chase Concentration and Credit Card Accounts | 12,647,810 |
| Total Cash | <u>\$ 19,737,699</u> |

Cash Equivalents

| | |
|-------------------------------|----------------------|
| ILFUNDS | \$ 84,404 |
| Wheaton NOW Account | 16,170,650 |
| PFM Liquidity Account | 559 |
| Amalgamated Money Market | 463,435 |
| Chase High Yield | 2,042,653 |
| IMET Convenience Fund | 80,090,485 |
| Total Cash Equivalents | <u>\$ 98,852,186</u> |

Investments

| | |
|--|-----------------------|
| Time Deposits | \$ 1,245,000 |
| Northern Trust | 45,408,405 |
| PFM | 25,705,339 |
| PFM Fair Value Adjustment | (49,198) |
| IIIT PFM | 80,343 |
| ClearArc Capital Managed Portfolio | 452,935 |
| ClearArc Capital Managed Portfolio Fair Value Adjustment | (4,629) |
| Other Government Securities | 30,000,000 |
| Other Government Securities Fair Value Adjustment | (128,334) |
| Deutsche Bank | 18,112,795 |
| Deutsche Bank Fair Value Adjustment | 3 |
| State Street Bank | 18,063,728 |
| State Street Fair Value Adjustment | (18,069) |
| Northern Trust | 36,513,472 |
| Northern Trust Fair Value Adjustment | (91,553) |
| Total Investments | <u>\$ 175,290,237</u> |

| | |
|---|-----------------------|
| Total Cash Equivalents & Investments | \$ 274,142,423 |
| Total Cash, Cash Equivalents & Investments | \$ 293,880,122 |

College of DuPage
Community College District No. 502
PAYROLL AND ACCOUNTS PAYABLE REPORT
CASH DISBURSEMENTS
September 30, 2014

Payroll - September 2014

| | Gross | Net |
|----------------------|---------------------|---------------------|
| Advices | 7,319,585 | 4,844,393 |
| Checks | 528,865 | 387,598 |
| Total Payroll | \$ 7,848,450 | \$ 5,231,991 |
| % Electronic | | 92.6% |

Accounts Payable - September ⁽¹⁾

| | | |
|---------------------------------------|-----------|-------------------|
| Imprest checks - Vendors | \$ | 696,135 |
| Imprest Echecks - Vendors | | 609,751 |
| Imprest Wire Transfers - Vendors | | 8,275 |
| Sub-total Vendors | | 1,314,161 |
| Imprest checks - Employees | \$ | 9,916 |
| Imprest Echecks - Employees | | 50,963 |
| Sub-total Employees | | 60,879 |
| Imprest checks - Student Refunds | \$ | 1,628,473 |
| Imprest Debit Cards - Student Refunds | | 596,896 |
| Imprest E-commerce - Student Refunds | | 652,341 |
| Sub-total Students | \$ | 2,877,710 |
| Total Imprest ⁽²⁾ | \$ | 4,252,750 |
| % Electronic | | 45.1% |
| Operating checks - Vendors | \$ | 1,311,842 |
| Operating Echecks - Vendors | | 7,801,834 |
| ACH transfers - Vendors | | 1,421,700 |
| Wire transfers - Vendors | | 0 |
| Total Operating (Report 1B) | \$ | 10,535,376 |
| % Electronic | | 87.5% |

Combined Payroll and Accounts Payable - August 2014

| | | |
|--------------------------------------|-----------|-------------------|
| Total Net Payroll Disbursements | \$ | 5,231,991 |
| Total Accounts Payable Disbursements | | 14,788,126 |
| Total Cash Disbursements | \$ | 20,020,117 |

⁽¹⁾ Includes payroll cash disbursements made to vendors and government agencies for employee withholdings.

⁽²⁾ Imprest funds include invoices that are less than \$15,000. Invoices \$15,000 or greater are shown as Operating.

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD
AT THE OCTOBER 2014 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - SEPTEMBER

| <u>NUMBER</u> | <u>PAYEE NAME</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---------------|-------------------------------------|---|---------------|
| IM*0154995 | Postmaster - Glen Ellyn | Replenish USPS permit usage | \$ 32,000.00 |
| IM*0154996 | Reserve Account | Postage usage replenishment for August 2014 | 25,000.00 |
| IM*0155095 | Robbins, Schwartz, | Legal fees and services July 2014 | 24,880.33 |
| IM*0155173 | Blackboard, Inc. | Maintenance annual renewal fees for IT | 111,906.00 |
| IM*0155174 | ComEd/Commonwealth Edison | Distribution charges for July-August 2014 | 67,447.07 |
| IM*0155175 | Consulab Educatech, Inc. | Modular Electrical Trainer for Automotive Technology program | 22,915.00 |
| IM*0155176 | En Pointe Technologies | Microsoft products for IT | 180,606.12 |
| IM*0155177 | Frank-O-Matic, Inc. | Artist fee deposit for the MAC | 20,000.00 |
| IM*0155178 | Frank-O-Matic, Inc. | Artist fee balance due for the MAC | 20,000.00 |
| IM*0155179 | Healthcare Service Corp | Run out of medical claims; dental claims August 2014 | 46,728.16 |
| IM*0155180 | Jerry Haggerty Chevrolet | Purchase of several used vehicles for automotive program | 22,677.00 |
| IM*0155181 | L J Morse Construction Company | SRC/BIC generator building cladding and roof replacement project | 298,589.40 |
| IM*0155182 | Marsh USA Inc. | Purchase of surety bonds | 37,031.00 |
| IM*0155183 | Midway Building Services | Janitorial services - July 2014 | 83,285.43 |
| IM*0155184 | Reliance Standard Life Insurance | Payroll deductions Life Insurance August 2014 | 22,735.60 |
| IM*0155184 | Reliance Standard Life Insurance | Life Insurance college share August 2014 | 9,947.00 |
| IM*0155184 | Reliance Standard Life Insurance | Long-term disability August 2014 | 8,657.11 |
| IM*0155185 | Xerox Corporation | Xerox copier lease/usage fees - July/August 2014 | 34,362.08 |
| IM*0155270 | American Express Travel | Fees for employee airfare/conference fees online booking August 2014 | 20,413.71 |
| IM*0155299 | AT&T - Carol Stream | Telephone service charges July - August 2014 | 19,110.19 |
| IM*0155598 | Seville Staffing, Llc | Temporary staffing for Facilities August 2014 | 16,124.69 |
| IM*0155746 | DuPage County | Permit fee for new Homeland Security Center | 187,425.76 |
| IM*E0036560 | Follett Higher Education | Pell Bookbills August 2014 | 22,567.27 |
| IM*E0036981 | Aberdeen Llc | Media Storage Frames | 77,450.00 |
| IM*E0036982 | Crowe Horwath LLP | Professional services for audit examination | 23,175.00 |
| IM*E0036983 | Follett Higher Education | Pell Bookbills August 2014 | 1,166,083.86 |
| IM*E0036984 | Landworks | Landscaping services west side of campus | 23,808.79 |
| IM*E0036985 | Law Room Campus Clarity | License fees for students for Campus Clarity Training | 26,332.00 |
| IM*E0036986 | Michael Walters Advertising | Advertising fees for radio and banner on Pandora and Google for 2014 Fall enrollment | 172,931.00 |
| IM*E0036987 | Mohawk Resources Ltd | Equipment for automotive technology program | 54,602.68 |
| IM*E0036988 | Premier Mechanical, Inc. | Services for relocate water meter | 16,500.00 |
| IM*E0036989 | Russo Power Equipment | Utility equipment for facilities | 50,626.25 |
| IM*E0036990 | Siemens Industry Inc. | Building automation service agreement | 20,837.00 |
| IM*E0036991 | Ti Training | Training lab laptop training system | 36,900.00 |
| IM*E0037011 | Valic Retirement Services | Payroll deduction 9/5/14 payroll | 116,279.30 |
| IM*E0037018 | SURS-State Univ Retirement System | SURS withholding 9/5/14 payroll | 266,013.93 |
| IM*E0037018 | SURS-State Univ Retirement System | College share SURS health 9/5/14 payroll | 14,192.52 |
| IM*E0037018 | SURS-State Univ Retirement System | Trust & Federal funds 9/5/14 payroll | 2,625.20 |
| IM*E0037022 | DuPage Credit Union | Payroll deduction 9/5/14 payroll | 37,400.22 |
| IM*E0037023 | AACC | Institutional membership Fee | 15,490.00 |
| IM*E0037024 | Bailey Edward | Construction management services for Naperville Center Renovation Project | 25,188.43 |
| IM*E0037025 | Happ Builders, Inc. | Construction management services for Cosmetology remodel project | 226,296.90 |
| IM*E0037026 | Interiors for Business, | Furniture and installation for Library project | 25,320.86 |
| IM*E0037027 | Pepper Construction | Construction management services for Parking, Site Improvement, and Irrigation projects | 341,821.89 |
| IM*E0037028 | Power Construction Company | Construction services for Site Work project | 372,055.00 |
| IM*E0037029 | Troop Contracting | Construction management services Wayfinding Signage project | 56,077.02 |
| IM*E0037044 | Franczek Radelet | Legal fees and services - July 2014 | 29,428.83 |
| IM*E0037049 | Aqua Designs, Inc. | Services to replace irrigation mainline and pump station | 15,048.04 |
| IM*E0037062 | DML Solutions, Inc. | Mailing services of the MAC 2014/15 season brochure | 20,594.60 |
| IM*E0037145 | Community College Health Consortium | Claims for medical insurance plans September 2014 | 1,218,600.89 |

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD
AT THE OCTOBER 2014 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - SEPTEMBER

| <u>NUMBER</u> | <u>PAYEE NAME</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---------------|-----------------------------------|---|---------------|
| IM*E0037146 | Crowe Horwath LLP | Professional services for period ending September 4, 2014 | \$ 48,000.00 |
| IM*E0037147 | Encap Inc. | Construction services for West Campus Retention Basin | 68,166.07 |
| IM*E0037148 | Hewlett Packard | Hewlett-Packard equipment for Information Technologies | 16,168.14 |
| IM*E0037149 | Illinois Power Marketing | Electric services - August 2014 | 135,811.29 |
| IM*E0037150 | Landworks | Landscaping services west side of campus | 34,658.29 |
| IM*E0037151 | Legat Architects | Professional services for Homeland Security Training Center Project | 15,445.39 |
| IM*E0037152 | Nicor Enerchange | Natural gas supply - August 2014 | 25,566.06 |
| IM*E0037153 | Patriot Paving Maintenance | Services to remove and replace concrete sidewalks | 147,878.00 |
| IM*E0037154 | Village of Glen Ellyn | Water services July-August 2014 | 38,064.88 |
| IM*E0037217 | Honeywell Int'l Inc. | Charges for controls 7/1 - 10/31/14 | 44,338.00 |
| IM*E0037242 | Patriot Paving Maintenance | Labor and materials for concrete work | 35,368.00 |
| IM*E0037274 | Tribune Media Group | Advertising fees | 17,921.67 |
| IM*E0037284 | O'Hara Construction Inc. | Construction services for Carol Stream Testing Lab renovations | 19,913.00 |
| IM*E0037291 | O'Hara Construction Inc. | Construction services for Carol Stream Testing Lab renovations | 39,093.07 |
| IM*E0037292 | DuPage Credit Union | Payroll deduction 9/19/14 payroll | 38,290.83 |
| IM*E0037293 | Valic Retirement Services | Payroll deduction 9/19/14 payroll | 134,409.41 |
| IM*E0037321 | Gardenworks C. Carr | Fees to remove and replace tree/planting materials | 48,740.00 |
| IM*E0037322 | DAOES | Rental space July - December 2015 | 95,091.85 |
| IM*E0037323 | Hewlett Packard | Hewlett-Packard equipment for Information Technologies | 37,751.60 |
| IM*E0037324 | O'Hara Construction Inc. | Construction services for Carol Stream Testing Lab renovations | 22,004.81 |
| IM*E0037325 | Paddock Publications | Advertising fees | 16,014.62 |
| IM*E0037326 | Power Construction Co., | Construction services for Site Work project | 871,925.00 |
| IM*E0037327 | Sodexo | Catered food services for various College-sponsored functions | 15,504.28 |
| IM*E0037329 | SURS-State Univ Retirement System | SURS withholding 9/19/14 payroll | 359,642.54 |
| IM*E0037329 | SURS-State Univ Retirement System | College share SURS health 9/19/14 payroll | 14,671.52 |
| IM*E0037329 | SURS-State Univ Retirement System | Trust & Federal funds 9/19/14 payroll | 2,713.47 |
| IM*E0037392 | Ron Clesens Ornamental Plants | Fall planting of mums throughout campus | 16,362.85 |
| IM*E0037455 | Iverson & Company | Remanufactured tool room lathes for Business & Technologies (2nd installment) | 130,783.33 |
| IM*E0037462 | Corporate Lakes Property | Rental fees October 2014 | 15,541.19 |
| IM*E0037463 | Environmental Systems Design | Design services for bid drawings for Classroom Wireless Lockset Project | 18,854.00 |
| IM*E0037464 | Follett Higher Education | Pell Bookbills August-September 2014 | 635,770.70 |
| IM*E0037465 | Illinois Power Marketing | Electric services - August 2014 | 149,939.65 |
| IM*E0037466 | Lowitz and Sons, Inc. | Printing services for MAC Season Brochure | 17,183.00 |
| IM*A337 | Dept of Treasury | Federal Tax withholding 9/5/14 payroll | 412,465.81 |
| IM*A337 | Dept of Treasury | College share FICA tax withholding 9/5/14 payroll | 2,744.76 |
| IM*A337 | Dept of Treasury | College share Medicare tax withholding 9/5/14 payroll | 43,070.02 |
| IM*A338 | IDES-Magnetic Media Unit | State tax withholding 9/5/14 payroll | 132,702.65 |
| IM*A340 | Dept of Treasury | Federal Tax withholding 9/19/14 payroll | 562,185.30 |
| IM*A340 | Dept of Treasury | College share FICA tax withholding 9/19/14 payroll | 14,655.66 |
| IM*A340 | Dept of Treasury | College share Medicare tax withholding 9/19/14 payroll | 62,847.79 |
| IM*A341 | IDES-Magnetic Media Unit | State tax withholding 9/19/14 payroll | 191,028.18 |

TOTAL CHECKS, E-CHECKS, ACH & WIRE TRANSFERS ISSUED DURING ACCOUNTING MONTH

\$ 10,535,375.81

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
BUDGET TRANSFER REPORT FOR THE QUARTER ENDED 9/30/14
FISCAL YEAR 2015

OPERATING FUNDS:

| FROM: | | | TO: | | | |
|----------|---------------------|---|---------------------|--|------------|--|
| MONTH | ACCOUNT NUMBER | DESCRIPTION | ACCOUNT NUMBER | DESCRIPTION | AMOUNT | REASON |
| SEP 2014 | 01-90-00833-6000001 | General Institutional - Expense Contingency | 01-10-00089-5806001 | Manufacturing Technology - Equipment Instructional | \$ 800,000 | To cover cost of new capital equipment requests for Manufacturing Technology |

| CONTINGENCY ACCOUNTS - YEAR TO DATE | ORIGINAL BUDGET | TRANSFER IN | TRANSFER OUT | ADJUSTED BUDGET |
|--------------------------------------|-----------------|-------------|--------------|-----------------|
| Educational Fund | \$ 3,000,000 | \$ - | \$ 800,000 | \$ 2,200,000 |
| Operations and Maintenance Fund | 500,000 | - | - | 500,000 |
| Total Contingency in Operating Funds | \$ 3,500,000 | \$ - | \$ 800,000 | \$ 2,700,000 |

Manufacturing Lab Capital Costs
 New Items Approved in May, 2014

These Capital items were approved to be purchased in May, 2014. However, timing of creating purchase orders and presenting to the Board prevented the items to be purchased in FY2014. A budget transfer from the Education Fund contingency in FY2015 was necessary to allow the Manufacturing department to complete the purchases.

Below is a list of all the items approved back in May, 2014:

| <u>Item</u> | <u>Unit Cost</u> | <u>Quantity</u> | <u>Extended Cost</u> |
|--|------------------|-----------------|----------------------|
| <u>Main Manufacturing Lab</u> | | | |
| Hardinge Lathe | \$ 58,000 | 5 | \$ 290,000 |
| Haas 5 Axis Vertical Mill | \$ 115,000 | 1 | \$ 115,000 |
| | | | \$ 405,000 |
| <u>Quality and Metrology Lab</u> | | | |
| Surface Measuring Machine | \$ 43,500 | 1 | \$ 43,500 |
| Vision Measuring Machine | \$ 37,000 | 1 | \$ 37,000 |
| Optical Profile Projector | \$ 14,000 | 2 | \$ 28,000 |
| Absolute Height Gages | \$ 1,100 | 5 | \$ 5,500 |
| | | | \$ 114,000 |
| <u>Flexible Manufacturing Lab</u> | | | |
| Office Vertical Mills | \$ 61,000 | 2 | \$ 122,000 |
| Office Lathes | \$ 48,000 | 2 | \$ 96,000 |
| Table Top Assembly Robots | \$ 51,000 | 2 | \$ 102,000 |
| 3D Printers | \$ 5,100 | 3 | \$ 15,300 |
| | | | \$ 335,300 |
| <u>Interlab Expense</u> | | | |
| Laptop Cart with 20 PCs | \$ 35,000 | 1 | \$ 35,000 |
| | | | \$ 35,000 |
| <u>Total Advanced Digital Manufacturing Lab Expense</u> | | | \$ 889,300 |

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

SUMMARY OF BIDS

Item 8. B. 3) a) Update Exterior Directional Signage, Bid

That the Board of Trustees award the bid received for the Update Exterior Directional Signage project to Chicago Signs & Light Company, 26W535 Saint Charles Road, Carol Stream, IL 60188, for the base bid amount of \$45,000.00.

Item 8. B. 3) b) Wireless Lockset System Installation

That the Board of Trustees award the bid for the Wireless Lockset System Installation contract to Advanced Wiring Solutions, 4838 W. 128th Place, Alsip, IL 60803, for a total expenditure of \$ 623,440.00.

Item 8. B. 3) c) Conveyor-Style Dishwasher for Dining Services

That the Board of Trustees award the bid for a Conveyor-Style Dishwasher for Dining Services to the lowest responsible bidder, Edward Don & Company, 9801 Adam Don Parkway, Woodridge, IL 60517, for the bid total of \$35,211.08.



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Update Exterior Directional Signage, Bid.

2. BUDGET STATUS

Funds in the amount of \$45,000.00 will be provided by the Facilities Planning and Development – Wayfinding / Signage budget # 03-90-32758-5804001.

3. BACKGROUND INFORMATION

This bid represents all labor, materials, equipment, and supervision to furnish and install new vinyl on existing exterior directional signage so all wayfinding signage is up to date with new / future buildings added and old demolished buildings removed. This bid also includes the relocation of one existing directional sign to a better suited location, in lieu of purchasing a brand new sign. This bid is in accordance with the drawings and specifications as prepared by Herricane Graphics, Inc.

A legal notice was published and 49 businesses were solicited. Eight were in-district. Only one (1) response was received. Chicago Sign and Light Company has worked for the College of DuPage in the past and their performance has been satisfactory.

The original bid exceeded the budget by \$31,469.00. The vendor was contacted by Herricane Graphics and pricing was negotiated. Chicago Sign and Light Company has agreed to reduce their base bid to a total of \$45,000.00 by installing the relocated directional sign the same way all other directional signs are currently installed. The bid specifications were interpreted as if concrete pads, soil testing, concrete testing, and coated rebar were required. These processes are not required for a successful sign relocation installation. Chicago Sign and Light Company was also able to reduce their base bid by subcontracting a vendor that had limited scope capacity and was not able to bid timely direct to COD.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees award the bid received for the Update Exterior Directional Signage project to Chicago Signs & Light Company, 26W535 Saint Charles Road, Carol Stream, IL 60188, for the base bid amount of \$45,000.00.

SIGNATURE PAGE FOR UPDATE EXTERIOR DIRECTIONAL SIGNAGE, BID

ITEM(S) ON REQUEST


That the Board of Trustees award the bid received for the Update Exterior Directional Signage project to Chicago Signs & Light Company, 26W535 Saint Charles Road, Carol Stream, IL 60188, for the base bid amount of \$45,000.00.



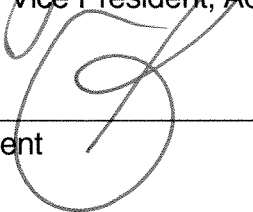
Director, Facilities Planning and Development 10.6.14
Date



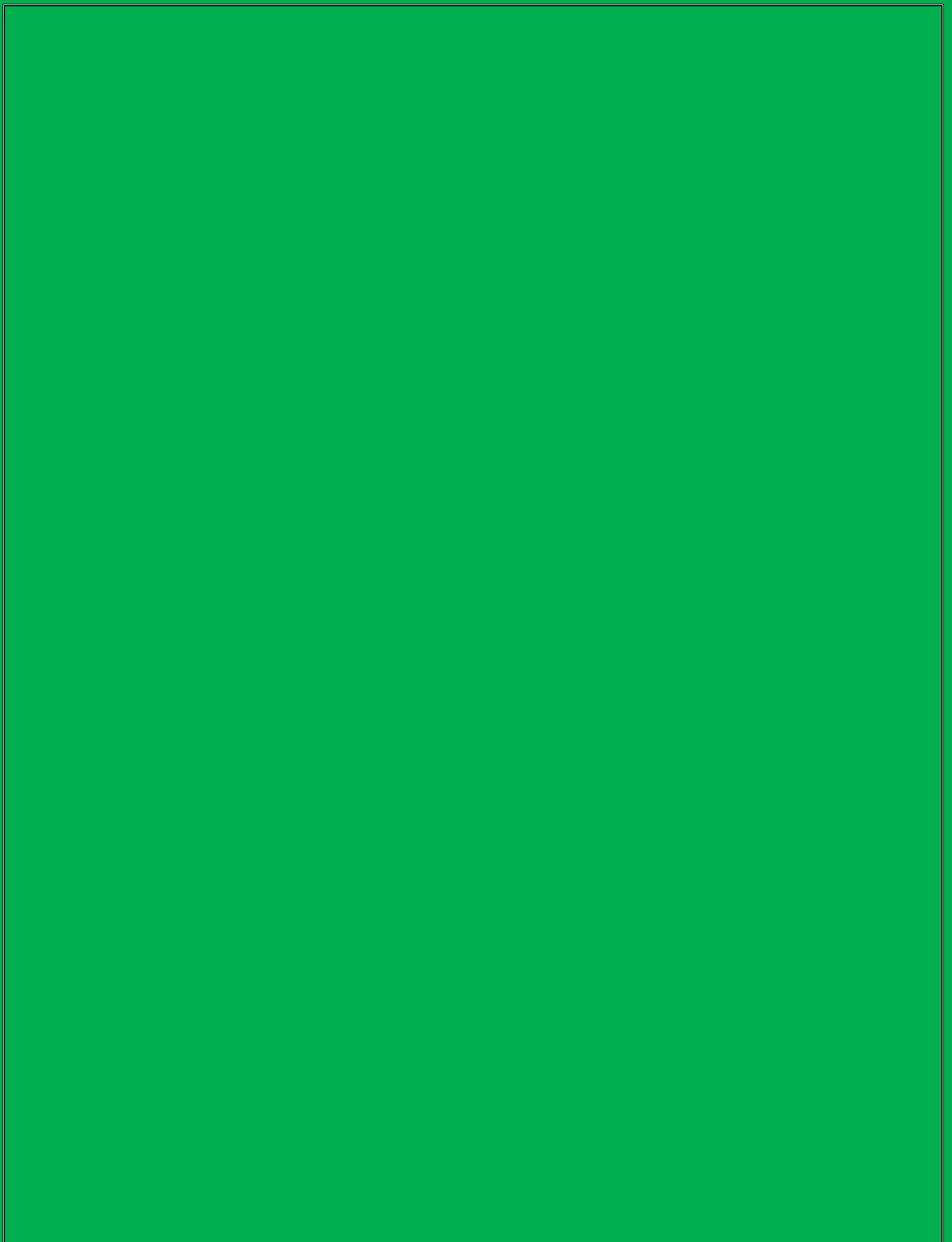
Director, Business Affairs 10-6-14
Date



Senior Vice President, Administration and Treasurer 10/6/2014
Date



President 10/7/14
Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Wireless Lockset System Installation.

2. BUDGET STATUS

Funds in the amount of \$623,440.00 are being provided by: Referendum #2 Electronic Locks budget #02-90-20074-5804001 in the amount of \$159,240.00 and IEMA Grant #06-90-05520-5809001 in the amount of \$464,200.00.

3. BACKGROUND INFORMATION

This bid represents the installation of a wireless lockset system in approximately 460 classrooms and laboratories throughout Main Campus. Project scope includes procurement and installation of wireless locksets, system gateways, panel accelerator boards, data cabling and system programming. The Homeland Security Center (HSC), Berg Instructional Center (BIC), Student Resource Center (SRC) and Seaton Computing Center (SCC) are the initial locations targeted for installation over winter break, with completion of the remaining educational buildings to follow during the 2015 spring term.

During the spring 2014 term, College of DuPage Facilities Operations partnered with the College Police Department and Grant Development to apply for a grant for this project through Illinois Emergency Management Agency (IEMA) as part of their Illinois School Security Grant Program. In June of 2014, funding up to the amount of \$464,200.00 was approved by the agency to help cover the total cost of the security project. The College will comply with all grant requirements set forth by the program to receive the applicable funding authorized to support this project.

The wireless locksets will provide keyless access control to classrooms for College of DuPage faculty and staff via the use of the existing employee identification proximity cards. By being able to electronically control user access, safety and security of the rooms and all inhabitants are greatly increased. The installation of the proximity lock system will incorporate a lock down safety feature to provide shelter-in-place in case of emergency. This application will also reduce redundant key requests due to faculty and staff turnover, which will minimize keying and replacement hardware costs. The wireless lockset technology eliminates door, frame, and wall modifications

that will significantly reduce the implementation costs to existing door openings throughout main campus.

Facilities Operations and Maintenance recommends award to Advanced Wiring Solutions, the lowest responsible bidder meeting specifications. This vendor has performed related work at the Technical Education Center (TEC), Berg Instructional Center (BIC), Student Resource Center (SRC) and Seaton Computing Center (SCC) buildings. The College is confident all drawings and specifications will be followed accordingly. Advanced Wiring Solutions will also be providing preventive maintenance on the new wireless lockset system for a one year warranty period.

A legal bid notice was published and nine (9) vendors were solicited, four (4) were in-district. Two (2) responses were received, one (1) located in-district. No minority or women-owned vendors were identified.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

Following is a recap of the bid tabulation:

| System | Advanced Wiring Solutions | MIDCO Systems* |
|---------------------|----------------------------------|----------------|
| NAPCO | \$623,440.00 | \$724,634.10 |
| Continental / Wi Fi | No Bid | \$715,654.74 |
| Wi Fi Dual | No Bid | \$650,199.69 |
| RF Dual | \$994,216.00 | \$782,643.85 |

Recommended vendor in bold

*In-district

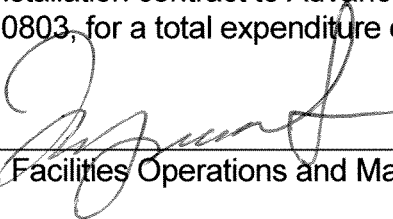
4. RECOMMENDATION

That the Board of Trustees award the bid for the Wireless Lockset System Installation contract to Advanced Wiring Solutions, 4838 W. 128th Place, Alsip, IL 60803, for a total expenditure of \$ 623,440.00.


SIGNATURE PAGE FOR WIRELESS LOCKSET SYSTEM INSTALLATION

ITEMS ON REQUEST

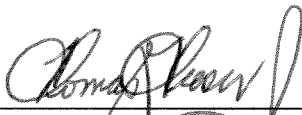
That the Board of Trustees award the bid for the Wireless Lockset System Installation contract to Advanced Wiring Solutions, 4838 W. 128th Place, Alsip, IL 60803, for a total expenditure of \$ 623,440.00.



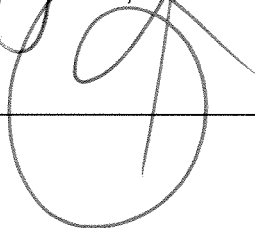
Director, Facilities Operations and Maintenance 9/29/14
Date



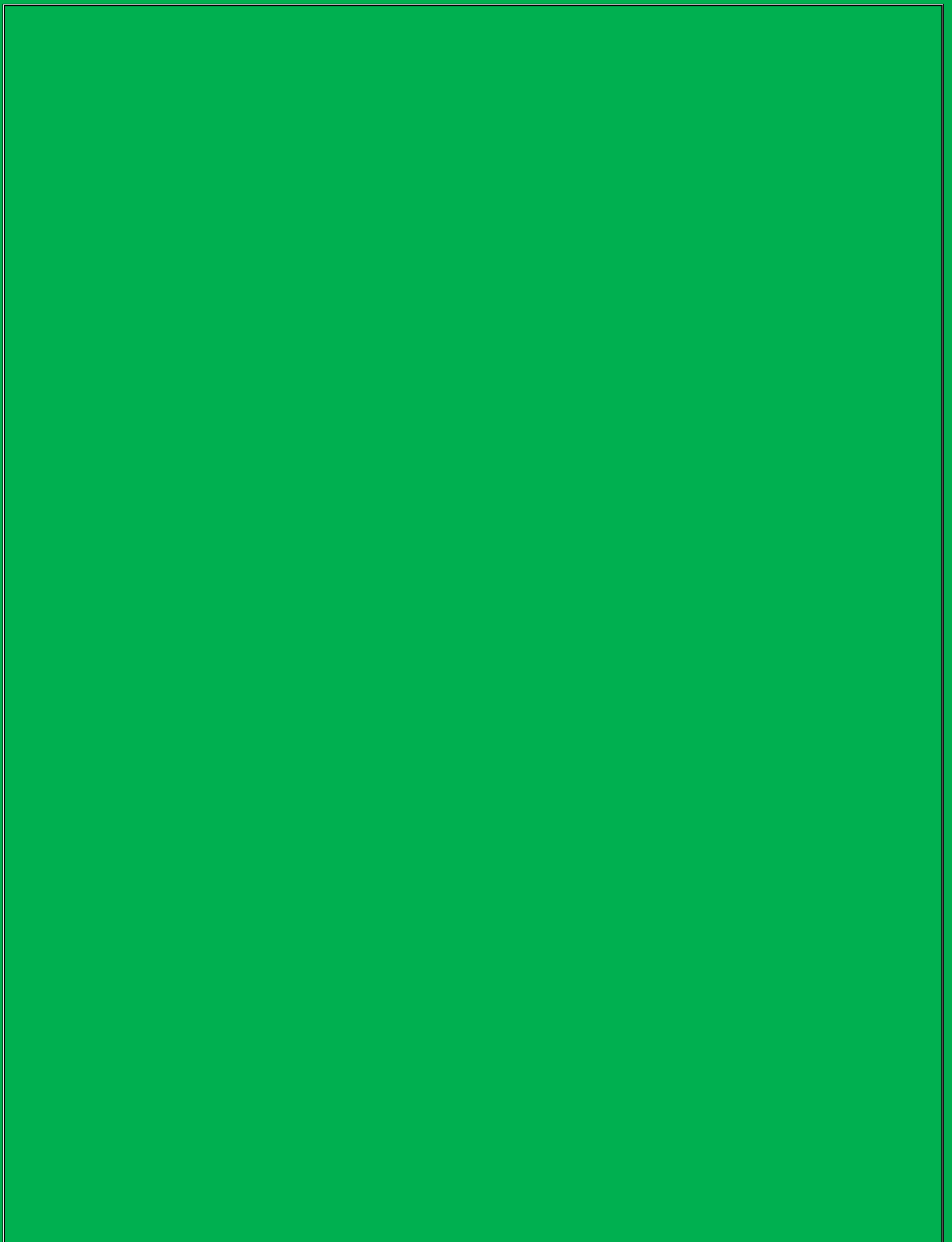
Director, Business Affairs 9-29-14
Date



Senior Vice President, Administration and Treasurer 9/29/2014
Date



President 9/30/14
Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Conveyor-Style Dishwasher for Dining Services.

2. BUDGET STATUS

Funding for this equipment is being provided by the Dining Services Capital Equipment budget # 05-60-13160-5807001.

3. BACKGROUND INFORMATION

This bid represents the purchase of a conveyor-style dishwasher for use in the College's main dining services area located in the Student Resource Center. This equipment is a replacement for the current Champion dishwasher, which was purchased in 1998 to accommodate washing of dishes used to prepare food and serve customers. The current unit has required frequent servicing over the last two years, and the repair company has advised that parts are no longer available for future repairs.

A legal notice was published and six (6) vendors were solicited. Two (2) bids were received. Two (2) vendors were in-district; one (1) in-district vendor is the recommended awardee. No minority or women-owned vendors were identified.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

Following is a recap of the bid tabulation:

| | | |
|--------|--------------------|----------------|
| Vendor | Edward Don* | Federal Supply |
| Bid | \$35,211.08 | \$39,230.51 |

Recommended Bidder in Bold

*In-District Vendor

4. RECOMMENDATION

That the Board of Trustees award the bid for a Conveyor-Style Dishwasher for Dining Services to the lowest responsible bidder, Edward Don & Company, 9801 Adam Don Parkway, Woodridge, IL 60517, for the bid total of \$35,211.08.

SIGNATURE PAGE FOR CONVEYOR-STYLE DISHWASHER
FOR DINING SERVICES

ITEM(S) ON REQUEST

That the Board of Trustees award the bid for a Conveyor-Style Dishwasher for Dining Services to the lowest responsible bidder, Edward Don & Company, 9801 Adam Don Parkway, Woodridge, IL 60517, for the bid total of \$35,211.08.



Director, Business Affairs

9-24-14

Date

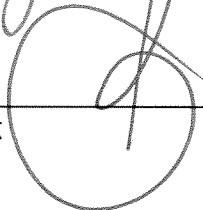


Senior Vice President, Administration and Treasurer

9/25/2014

Date

President



9/30/14

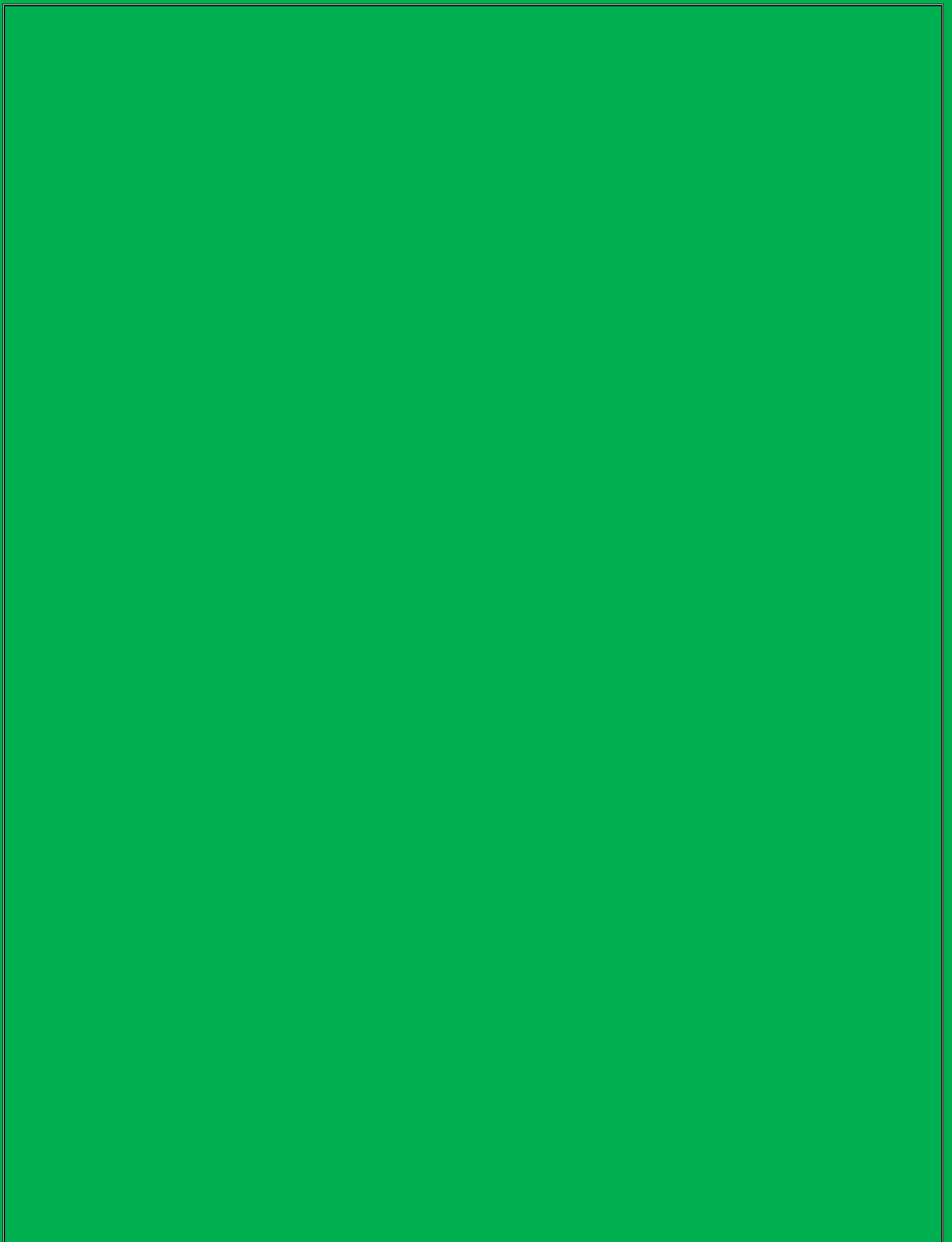
Date

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

SUMMARY OF REQUESTS FOR PROPOSALS

Item 8. B. 4) a) Student Resource Center (SRC) Donor Wall, Design-Build Services

That the Board of Trustees award the design-build services for the Student Resource Center (SRC) Donor Wall to 1157 Design Concepts, 171 South Lester Avenue, Sidney, OH, 45365 for a total amount of \$91,572.17.



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Student Resource Center (SRC) Donor Wall, Design-Build Services.

2. **BUDGET STATUS**

The project budget for the Design-Build of the SRC Donor Wall is \$150,000.00. The recommended vendor, 1157 Design Concepts, is \$91,572.17, or \$58,427.83 under budget. Funding for this project is being provided by the Signage/Wayfinding budget 03-90-32758-5804001.

3. **BACKGROUND INFORMATION**

This design-build services award represents the design, fabrication, and installation of the Student Resource Center (SRC) Donor Wall. The SRC Donor Wall will be an all-encompassing donor display to honor all donors across campus. The display will include both physical donor lists that have the ability to be updated, as well as an interactive component that will allow visitors to engage directly with the wall. The display will be installed in the second floor corridor of the SRC between the new stairway and the Library entrance.

Pricing includes the physical display, interactive display, seven software modules for the interactive component, initial content implementation, complete content update for next fiscal year, installation, and the annual support fee for 2016. The award also includes a one-year warranty on the display and a three-year warranty on the monitor and hard drive of the interactive display.

Design services were previously awarded and approved by the Board of Trustees in April 2012. Since the College of DuPage and the Foundation were not ready to begin design of this display, the project was postponed and services reevaluated. It was decided that the College would benefit from soliciting vendors that specialize in design-build of donor displays. The recommended vendor has worked with over one hundred community colleges and universities throughout the United States and specializes in custom donor recognition systems.

A legal notice was published and four (4) businesses were solicited for letters of interest and company qualifications. Six (6) proposals were received. Two (2) vendors were in-district and two (2) were woman owned businesses.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees award the design-build services for the Student Resource Center (SRC) Donor Wall to 1157 Design Concepts, 171 South Lester Avenue, Sidney, OH, 45365 for a total amount of \$91,572.17.


SIGNATURE PAGE FOR STUDENT RESOURCE CENTER (SRC) DONOR WALL,
DESIGN-BUILD SERVICES

ITEM(S) ON REQUEST


That the Board of Trustees award the design-build services for the Student Resource Center (SRC) Donor Wall to 1157 Design Concepts, 171 South Lester Avenue, Sidney, OH, 45365 for a total amount of \$91,572.17.



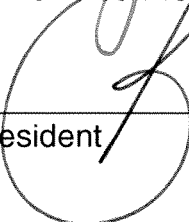
Director, Facilities Planning and Development
10-1-14
Date



Director, Business Affairs
10-2-14
Date



Senior Vice President, Administration and Treasurer
10/2/2014
Date



President
10/3/14
Date

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

SUMMARY OF PURCHASE ORDERS

Item 8. B. 5) a) Website Redesign Services for McAninch Arts Center (MAC)

That the Board of Trustees approve the Website Redesign Services for the McAninch Arts Center (MAC) to Stevens & Tate/Endora Digital Solutions (EDS), 1900 South Highland Avenue, Lombard Illinois 60148, for a total expenditure not to exceed \$30,000.00.



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Website Redesign Services for the McAninch Arts Center (MAC).

2. BUDGET STATUS

Funds in the amount of \$30,000.00 are being provided by the following Expense Budgets:

| | |
|---------------------|--------------------------|
| 01-30-12151-5309001 | Artist In Residence |
| 01-30-12271-5309001 | College Theatre |
| 01-30-12181-5309001 | College Choral |
| 01-30-12211-5309001 | College Dance |
| 01-30-12241-5309001 | College Instrumental |
| 01-40-11001-5309001 | Director Performing Arts |

3. BACKGROUND INFORMATION

This item represents a one-time expenditure for the design, development, expansion and hosting of a website for the McAninch Arts Center (MAC). The website is a main revenue-generating source and key online presence for the MAC. The website must be able to stream content, link to social media and be competitive in the marketplace. It must comply with contemporary standards in web-based ticketing using an open-platform. The Information Technology Department has indicated that the necessary open-based platform and streaming facets of the redesign require unique backend database skills and are best served through an off-site web-site host.

Three (3) written quotes were obtained as follows:

| | | |
|----------------|----------|--|
| Stevens & Tate | \$21,195 | Design included. Copywriting included. |
| 87AM | \$21,395 | Design included. Copywriting not included. |
| DK | \$27,245 | Design not included. Copywriting not included. |

Stevens & Tate/Endora Digital Solutions submitted the lowest quote encompassing both design and copywriting as required. Total expenditures for the website project, including design, additional pages, implementation and hosting is approximately \$30,000.

This purchase complies with State Statute, Board Policy and Administrative Procedures. The purchase of services of individuals possessing a high degree of professional skill are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approve the Website Redesign and Hosting Services for the McAninch Arts Center (MAC) by Stevens & Tate/Endora Digital Solutions (EDS), 1900 South Highland Avenue, Lombard Illinois 60148, for a total expenditure not to exceed \$30,000.00.

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. SUBJECT
Personnel Actions.

2. REASON FOR CONSIDERATION
Board Action is required to ratify and approve personnel actions for all employees.

3. BACKGROUND INFORMATION
 - a) Ratification of Faculty Appointments
 - b) Ratification of Classified Appointments
 - c) Ratification of Operating Engineer Appointments
 - d) Ratification of Managerial Resignations / Terminations
 - e) Ratification of Classified Resignations / Terminations
 - f) Ratification of Classified Retirements

4. RECOMMENDATION
That the Board of Trustees ratifies the Faculty Appointments; Classified Appointments; Operating Engineer Appointments; Managerial Resignations / Terminations; Classified Resignations / Terminations; and Classified Retirements.

APPOINTMENTS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|--|------------------------------|--------------------------------|-------------------|--------------------|---------------|
| <u>FACULTY</u> | | | | | |
| Shannon Brown | Instructor, Education | Social and Behavioral Sciences | 08/20/2014 | New Hire Full Time | \$62,595* |
| Tauya Johnson | Instructor, Criminal Justice | Health & Sciences | 08/20/2014 | New Hire Full Time | \$62,595** |
| *Appointment approved by Board on February 20, 2014. Salary indicated reflects adjustment. | | | | | |
| **Appointment approved by Board on March 20, 2014. Salary indicated reflects adjustment. | | | | | |
| <u>CLASSIFIED</u> | | | | | |
| Miguel Aguilar | Wait Staff Assistant | Culinary & Hospitality | 09/01/2014 | New Hire Part Time | \$15,247 |
| Ryan Fisher | Dishwasher | Culinary & Hospitality | 09/24/2014 | New Hire Part Time | \$17,059 |
| Erick Flores | Administrative Assistant III | Regional Centers | 10/20/2014 | New Hire Part Time | \$18,531 |
| Thomas Gaita | Instructional Assistant II | Learning Commons | 09/22/2014 | New Hire Part Time | \$23,078 |
| Lindsey Pagoria | Administrative Assistant IV | Writing, Reading, Speech Asst. | 09/15/2014 | New Hire Part Time | \$25,480 |
| Ector Quito | Kitchen Helper | Culinary & Hospitality | 09/12/2014 | New Hire Part Time | \$17,059 |
| Moira Schultz | Instructional Assistant III | Learning Commons | 10/20/2014 | New Hire Part Time | \$23,212 |

APPOINTMENTS - Continued

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|-------------------------------|------------------------|------------------------|-------------------|-----------------------|---------------|
| <u>CLASSIFIED</u> - continued | | | | | |
| Rocio Trejo | Kitchen Helper | Culinary & Hospitality | 09/24/2014 | New Hire Part Time | \$17,059 |
| <u>OPERATING ENGINEERS</u> | | | | | |
| Steven Affarano | Maintenance Mechanic I | Facilities Operations | 10/20/2014 | New Hire Full Time | \$48,360 |

RESIGNATIONS / TERMINATIONS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>End Date</u> | <u>Type</u> | <u>Years of Service</u> |
|-----------------------|----------------------------------|------------------------|-----------------|-------------|-------------------------|
| <u>MANAGERIAL</u> | | | | | |
| Eliseo Alfaro | Supervisor, Custodial Operations | Facilities Operations | 08/28/2014 | Termination | 19 Yrs. 2 Mos. |
| Thomas Ewald | Manager, Dining Room | Culinary & Hospitality | 09/13/2014 | Termination | 0 Yrs. 4 Mos. |
| <u>CLASSIFIED</u> | | | | | |
| Thomas Goodell | Lab Assistant I – Ceramics | Liberal Arts | 10/13/2014 | Resignation | 2 Yrs. 2 Mos. |
| Shawn McMullan-Holmes | Accounts Receivable Team Leader | Accounts Receivable | 09/05/2014 | Resignation | 0 Yrs. 2 Mos. |
| Kyra Meyer | Administrative Assistant III | Registration | 09/05/2014 | Resignation | 0 Yrs. 2 Mos. |
| Amanda Moudry | Cashier | Accounts Receivable | 09/18/2014 | Resignation | 0 Yrs. 3 Mos. |
| Edward Skupien | LRC Monitor | Library | 09/26/2014 | Termination | 0 Yrs. 3 Mos. |

RETIREMENTS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>End Date</u> | <u>Type</u> | <u>Years of Service</u> |
|----------------------------------|--------------|-----------------------|-----------------|-------------|-------------------------|
| <u>CLASSIFIED</u> Maria Socha | Custodian II | Facilities Operations | 12/19/2014 | Retirement | 17 Yrs. 8 Mos. |

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

In-Kind Donations Quarterly Report.

2. REASON FOR CONSIDERATION

According to Board Policy 10-100, *The Solicitation and Acceptance of Contributions (Gifts) and Exchange Transactions*, the Board of Trustees may accept contributions to the College.

3. BACKGROUND INFORMATION

The In-Kind Donations Report is presented to the Board of Trustees quarterly for their acceptance. This report is a combination of gifts given directly to the College and gifts given to the College through the efforts of the College Foundation.

4. RECOMMENDATION

That the Board of Trustees accepts the assets donated through the efforts of the College of DuPage Foundation, totaling \$14,156.00 received between June 27, 2014 and September 23, 2014, as shown on the attached list of donations. (There were no gifts given directly to the College this quarter.)

In-Kind Donations Quarterly Report
June 27, 2014 - September 23, 2014
DONATIONS THROUGH THE COLLEGE FOUNDATION

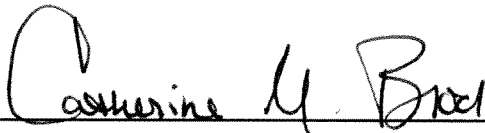
| <u>Date</u> | <u>Donor</u> | <u>Items Donated</u> | <u>*Estimated Value</u> | <u>Initiated by</u> | <u>Department of Use</u> |
|-------------|---|---|-------------------------|---------------------|----------------------------------|
| 7/7/2014 | Marion Mullee 18044 Arthur Dr Orland Park, IL 60467 | Misc ADN lab supplies | \$206.00 | Prickilla Laubacher | Healthcare Instructional Support |
| 7/30/2014 | Mr. Duane E. Wilson 2004 Audobon Apt MC305 Naperville, IL 60563 | 6' Yamaha grand piano, Model G3 | \$6,900.00 | Daniel Lloyd | Music Program |
| 8/12/2014 | Village of Arlington Heights Fire Department 1150 N Arlington Heights Rd Arlington Heights, IL 60004 | 45 firefighting bunker coats; 62 firefighting bunker pants | \$0.00 | Daniel Krakora | Homeland Security Programs |
| 9/9/2014 | Dr. Steven L. Havens 2724 Preston Ct Aurora, IL 60502-2312 | Gift of service, performance fees; not tax deductible | \$150.00 | Roland Raffel | MAC |
| 9/16/2014 | Park Place Interiors Geneva, IL 60134 | Fabrics and samples | \$2,750.00 | Anna Gay | Interior Design Program |
| 9/16/2014 | Mr. Keith C. Yearman 272 Arlington Ct Carol Stream, IL 60188 | Cameras: Yashica, Cannon T50, Brownie (2), Argus | \$150.00 | Marianne Hunnicutt | Fine Arts Program |
| 9/16/2014 | Bolingbrook Fire Department 375 W Briarcliff Rd Bolingbrook, IL 60440 | Stryker Power ProXT stretcher (serial #070939502); (2) Batteries and charger (7 years old); (1) magnet switch (29 user hours) | \$4,000.00 | Daniel Krakora | Homeland Security Programs |
| 9/16/2014 | Elmhurst Fire Department 209 N York St Elmhurst, IL 60126-2717 | 15 sets of firefighting Bunker gear (protective clothing) | \$0.00 | Daniel Krakora | Homeland Security Programs |
| | | | \$14,156.00 | | |

***NOTE:** The dollar value listed in these items represents an amount established by the donor.
College of DuPage does not appraise donated items.

SIGNATURE PAGE FOR GIFTS AND DONATIONS REPORT

ITEM(S) ON REQUEST

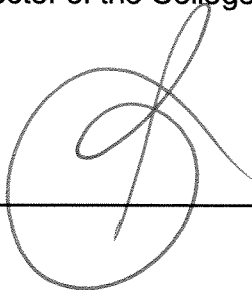
That the Board of Trustees accepts the assets donated through the efforts of the College of DuPage Foundation, totaling \$14,156.00, received between June 27, 2014 and September 23, 2014. (There were no gifts given directly to the College during this period.)



09/24/14

Cathy Brod, Vice President of Development
Executive Director of the College of DuPage Foundation

Date



9/30/14

President

Date

8. CONSENT AGENDA

C. For APPROVAL: Construction-Related Items

- 1) *Ratification* of Construction Change Orders**
 - **Referendum-Related Projects**
 - **Capital Budget Projects**

- 2) *Approval* of Construction Change Orders**
 - **Referendum-Related Projects**
 - **Capital Budget Projects**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

1. SUBJECT

Ratification of Construction-Related Change Orders.

2. BUDGET STATUS

Change orders will be funded from the designated project's overall budget and fall within the project's approved budget. All change orders not in excess of \$100,000.00, or 10% of the contract price, have been approved by the Director of Facilities Planning and Development. All single change orders exceeding \$50,000.00 have been approved by the President. All single change orders exceeding \$100,000.00, or 10% of the contract price, require approval by the Board of Trustees. Multiple change orders to a single construction-related contract are allowed up to a cumulative limit of 20% of the original contract price. Multiple change orders exceeding 20% of the contract price require approval by the Board of Trustees.

3. BACKGROUND INFORMATION

Referendum-Related Projects

None

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees ratifies the Construction-Related Change Orders from the Summary for October, 2014.

SUMMARY OF RATIFICATION OF CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

None

CAPITAL BUDGET PROJECTS

None

SIGNATURE PAGE FOR RATIFICATION OF CONSTRUCTION-RELATED
CHANGE ORDERS

ITEM(S) ON REQUEST


That the Board of Trustees ratifies the Construction-Related Change Orders from the Summary for October, 2014.



Director Facilities Planning and Development

9.30.14

Date



Senior Vice President, Administration and Treasurer

9/30/2014

Date


President

9/30/14

Date

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

1. SUBJECT

Approval of Construction-Related Change Orders.

2. BUDGET STATUS

Change orders will be funded from the designated project's contingency and fall within the project's approved budget. All change orders not in excess of \$100,000.00, or 10% of the contract price, have been approved by the Director of Facilities Planning and Development. All single change orders exceeding \$50,000.00 have been approved by the President. All single change orders exceeding \$100,000.00, or 10% of the contract price, require approval by the Board of Trustees. Multiple change orders to a single construction-related contract are allowed up to a cumulative limit of 20% of the original contract price. Multiple change orders exceeding 20% of the contract price require approval by the Board of Trustees.

3. BACKGROUND INFORMATION

Referendum-Related Projects

None

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees approves the Construction-Related Change Orders from the Summary for October, 2014.

SUMMARY OF APPROVED CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

None


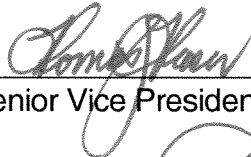
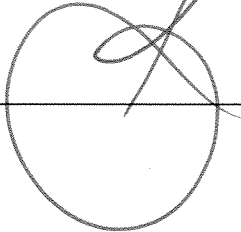
CAPITAL BUDGET PROJECTS

None

SIGNATURE PAGE FOR CONSTRUCTION-RELATED CHANGE ORDERS

ITEM(S) ON REQUEST

That the Board of Trustees approves the Construction-Related Change Orders from the Summary for October, 2014.

| | |
|--|------------------|
|  | <u>9/30/14</u> |
| Director Facilities Planning & Development | Date |
|  | <u>9/30/2014</u> |
| Senior Vice President, Administration and Treasurer | Date |
|  | <u>9/30/14</u> |
| President | Date |

9. NEW BUSINESS

A. For INFORMATION

None

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS INFORMATION

There is no New Business Information this month.

9. NEW BUSINESS

B. For APPROVAL

- 1) Health Insurance Plan Renewals**
- 2) Authorization to Accept Statements of Candidacy/Nominating Petitions**
- 3) Designation of Date, Time and Place for Holding Lottery to Determine Ballot Placement**
- 4) Naperville Center Renovation Project ICCB Application**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Health Insurance Plan Renewals— Medical (BlueCross BlueShield PPOs & HMOs) Dental (BlueCross BlueShield Dental PPO & Guardian DHMO) and Vision (Vision Service Plan).

2. REASON FOR CONSIDERATION

Our medical, dental and vision insurance plans renew on January 1, 2015.

For the medical plans, given the current enrollment, the projected annual cost is \$14,918,165 which is an increase of 2.1% from the previous plan year.

For the BlueCross BlueShield Dental PPO / Vision Service Plan, given the current enrollment, the projected cost is \$819,971, which is an increase of 3.2% from the previous plan year.

For the Guardian DHMO / Vision Service Plan, given the current enrollment, the projected annual cost is \$74,986, which is a decrease of 3.7% from the previous plan year.

3. BACKGROUND INFORMATION

On January 1, 2012, the College of DuPage joined with other area community colleges in a health care consortium, Community College HealthCare Consortium (CCHC), as a funding mechanism to help mitigate future health insurance increases by leveraging this larger group's buying and negotiating power. The Consortium retained Gallagher Benefit Services as the broker for the medical plans. Byrne, Byrne and Co. is the broker on the Guardian DHMO, and we are working without a broker for the BlueCross BlueShield Dental PPO Plan and Vision Service Plan.

The cost projections were developed in conjunction with our brokers, taking into account our plan experience, cost trends and requirements of Affordable Health Care legislation. We believe our low overall medical plan cost increase reflects the effectiveness of the Consortium.

4. RECOMMENDATION

That the Board of Trustees approve the projected renewal costs for the employee medical, dental and vision plans in accordance with the proposals from BlueCross BlueShield, Guardian DHMO and Vision Service Plan as follows:

- Medical plans projected annual cost of \$14,918,165
- BlueCross BlueShield Dental PPO / Vision Service Plan projected annual cost of \$819,971
- Guardian DHMO / Vision Service Plan projected annual cost of \$74,986

For a projected annual cost of \$15,813,122.

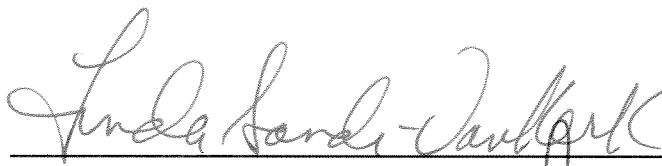
SIGNATURE PAGE FOR HEALTH INSURANCE PLAN RENEWALS
BLUECROSS BLUESHIELD PPO, HMO, AND BLUECROSS BLUESHIELD
DENTAL PPO, GUARDIAN DHMO AND VISION SERVICE PLAN.

ITEM(S) ON REQUEST

That the Board of Trustees approve the projected renewal costs for the employee medical, dental and vision plans in accordance with the proposals from BlueCross BlueShield, Guardian DHMO and Vision Service Plan as follows:

- o Medical plans projected annual cost of \$14,918,165
- o BlueCross BlueShield Dental PPO / Vision Service Plan projected annual cost of \$819,971
- o Guardian DHMO / Vision Service Plan projected annual cost of \$74,986

For a projected annual cost of \$15,813,122.

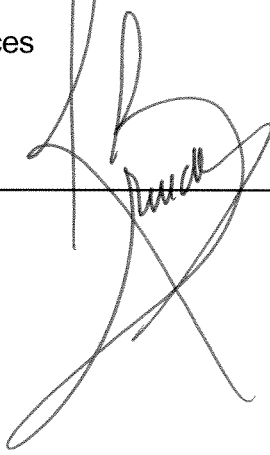
 9/30/14

Vice President of Human Resources

Date

President

Date



10/2/14

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. SUBJECT

Authorization to Accept Statements of Candidacy/Nominating Petitions.

2. REASON FOR CONSIDERATION

The Local Election Official is the clerk or secretary of a unit of local government or school district ... is assigned election duties by the School.

It is necessary to appoint a Local Election Official designee for the College who will receive candidacy papers when an individual comes to file.

3. BACKGROUND INFORMATION

The College has three six-year terms available for the Board of Trustees to be elected in the April 2015 Consolidated Election.

A Local Election Official must be appointed to receive and record the candidacy papers.

The Local Election Official is identified as the Secretary of the Board. The Board of Trustees may appoint a designee to receive and record the candidacy/nominating petitions.

4. RECOMMENDATION

That the Board of Trustees authorizes Erin Carrillo, Administrative Assistant, Office of the President, to receive and record Statements of Candidacy and Nominating Petitions during the filing Period of Monday, December 15, 2014 to Monday, December 22, 2014 during the regular office hours of 8:30 a.m. to 4:30 p.m. The final day for filing the office will be open as required until 5:00p.m., to receive nominating papers. Nominating papers will be received by the Local Election Official designee at College of DuPage, in the Student Resource Center (SRC), Police Dispatch office, Room SRC 2100, at 425 Fawell Blvd., Glen Ellyn, Illinois.

SIGNATURE PAGE FOR APPROVAL FOR AUTHORIZATION TO ACCEPT
STATEMENTS OF CANDIDACY/NOMINATING PETITIONS

ITEM(S) ON REQUEST

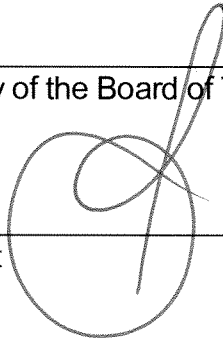
That the Board of Trustees authorizes Erin Carrillo, Administrative Assistant, Office of the President, to receive and record Statements of Candidacy and Nominating Petitions during the filing Period of Monday, December 15, 2014 to Monday, December 22, 2014 during the regular office hours of 8:30 a.m. to 4:30 p.m. The final day for filing the office will be open as required until 5:00p.m., to receive nominating papers. Nominating papers will be received by the Local Election Official designee at College of DuPage, in the Student Resource Center (SRC), Police Dispatch office, Room SRC 2100, at 425 Fawell Blvd., Glen Ellyn, Illinois.

Secretary of the Board of Trustees

Date

President

Date



9/30/14

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. **SUBJECT**

Designation of Date, Time and Place for Holding Lottery to Determine Ballot Placement.

2. **REASON FOR CONSIDERATION**

Should it be necessary for the April 2015 Consolidated Election that a lottery is required to determine ballot placement should two or more petitions be filed simultaneously, or deemed filed simultaneously, for the same office as of the opening hour of the filing period on December 15, 2014; and/or if two or more nominating papers are filed between 4:00 – 5:00 p.m. on December 22, 2014, the last day for filing, they shall be deemed filed simultaneously. The Local Election Official (or designee) shall break ties and determine ballot position order by means of a lottery.

3. **BACKGROUND INFORMATION**

The College has three six-year terms available for the Board of Trustees to be elected in the April 2015 Consolidated Election.

A lottery is required to determine ballot placement should two or more petitions be filed simultaneously, or deemed filed simultaneously, for the same office as of the opening hour of the filing period on December 15, 2014; and/or if two or more nominating papers are filed between 4:00 – 5:00 p.m. on December 22, 2014, the last day for filing, they shall be deemed filed simultaneously. The Local Election Official (or designee) shall break ties and determine ballot position order by means of a lottery.

The lottery shall be conducted within nine days after the last day of the petition filing period, which is from December 15 to December 22, 2014, and the lottery shall be open to the public. (Last day for the lottery to be held is Wednesday, December 31, 2014.)

The Local Election Official (or designee) shall give seven days written notice of the time and place of the lottery to the candidates involved, as well as posting the notice in a conspicuous, open and public place.

4. **RECOMMENDATION**

That the Board of Trustees designate Monday, December 29, 2014 at 9:30 a.m. to hold the lottery to determine ballot placement. The lottery will be held in the Student Resource Center (SRC), at the Police Dispatch office, Room SRC 2100.

SIGNATURE PAGE FOR APPROVAL FOR DESIGNATION OF DATE, TIME AND PLACE FOR HOLDING LOTTERY TO DETERMINE BALLOT PLACEMENT.

ITEM(S) ON REQUEST

That the Board of Trustees designate Monday, December 29, 2014 at 9:30 a.m. to hold the lottery to determine ballot placement. The lottery will be held at College of DuPage in the Student Resource Center (SRC), at the Police Dispatch office, Room SRC 2100.

Secretary of the Board of Trustees

Date

President

Date

9/30/14

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. SUBJECT

Naperville Center Renovation Project ICCB Application.

2. BUDGET STATUS

Funds in the amount of \$6,100,000.00 are being provided by the Naperville Center Renovation Construction Budget.

3. BACKGROUND INFORMATION

Locally funded capital projects require ICCB approval. Attached is the ICCB Capital Project Application for the Naperville Center Renovation.


4. RECOMMENDATION

That the Board of Trustees approves the Naperville Center Renovation project submittal to the ICCB per the capital projects application form attached. The project budget is \$6,100,000.00.


SIGNATURE PAGE FOR NAPERVILLE REGIONAL CENTER RENOVATION PROJECT
ICCB APPLICATION

ITEM(S) ON REQUEST

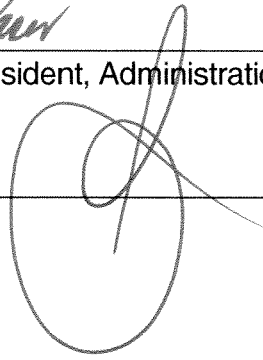
That the Board of Trustees approves the Naperville Regional Center Renovation project submittal to the ICCB per the capital projects application form attached. The project budget is \$6,100,000.00.



Director Facilities Planning and Development 9.30.14
Date



Senior Vice President, Administration and Treasurer 9/30/2014
Date



President 10/2/14
Date

Appendix A
Project Application Forms

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # 502 – College of DuPage

Contact Person: Bruce H. Schmiedl Phone #: 630-942-2672

Project Title: Naperville Center Renovation

Project Budget: \$ 6,100,000 () check here if the proposed project is to be financed with a combination of local,

state, federal, foundation gifts, etc. and disclose on funding attachment 2.

Date: September 25, 2014

Application Type (check the appropriate application type and follow instructions):

Site acquisition – see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here . (If this is a site acquisition and only land is being acquired – no building – then check here) – complete/submit Sections I and II with additional material requirements (If acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application).

Locally Funded New Construction--complete/submit Sections I and II.

Locally Funded Remodeling--complete/submit Sections I and III.

Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.

Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.

Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes.
- B. A detailed description of the project's programmatic justification (*complete the narration section and attach*).
- C. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*).
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1--top half of form for any project except PHS and bottom half of form for PHS projects only*).
- E. Funding source (*use the appropriate format on Attachment #2*).
- F. Locally funded project budget and certification form (Attachment #3) OR Attachment PHS.

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan). Yes X No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB an anticipated date of completion.

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*) (*If land acquisition only then not necessary to complete this form*).

- C. Has the site been determined professionally to be suitable for construction purposes? Yes X No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.).

Geotechnical investigation indicated suitable soils for construction and stormwater management plan already anticipated a building in the proposed location.

Section III

- A. Submit the new square footage or the remodeled square footage allocation (*use Square Footage Summary Attachment*).

**Project Programmatic Justification
and Scope of Work**

**INSTRUCTIONS FOR COMPLETION OF THE
PROJECT PROGRAMMATIC JUSTIFICATION NARRATIVE**

These instructions are intended to provide the college with a baseline of the type of information to describe the programmatic benefits of the proposed project. For PHS projects, this section should primarily focus on and provide support for statutorily allowed expenditures for the protection, health and safety of faculty, students, staff, and visitors, fire protection/prevention systems, ADA accessibility, environmental protection, or a lawful order requiring the college to make improvements for the health and well-being of faculty, students, staff and visitors. The length of the programmatic description should reflect the magnitude and complexity of the proposed project. Descriptions of work to be performed should be addressed in the Scope of Work section.

A narrative setting forth the specific purposes for which the project is requested must be presented. The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project. A PHS justification will focus on the allowable PHS activities/components and/or appropriate PHS authority. To assist in the development of a clear and concise programmatic justification, the following questions are presented for consideration. A programmatic justification does not necessarily lend itself to a question and answer format. The programmatic justification narrative should provide answers to the following questions for ICCB staff to better understand the project and consider it for approval.

1. What will the proposed project accomplish? PHS justification should include regulatory requirements (reference specific code requirements).
2. State how the project will meet the instructional objectives of the college.
3. How will the new or remodeled space better serve instructional/programmatic areas as compared to existing facilities?
4. What facilities are already available to meet the above-referenced objectives? (Should be reflected on the Square Footage Summary form if remodeling existing facilities.)
 - a. What is the current utilization rate of space designated for this instructional/programmatic area?
 - b. Why are existing facilities considered inadequate? Describe the condition of existing space designated for this instructional/programmatic area.
 - c. What factors are driving the need for new space? State the factors/conditions such as changes in enrollment patterns or enrollment mix, insufficient or inadequate types of space, an emerging local district issue/relationship/partnership, etc., which demonstrates programmatic need.
5. Is the project a part of the college master plan? (If not, explain why it is a priority and is the master plan being updated?)
6. Square footage discussed and explained in this section should also be reported on the Square Footage Summary form.

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project below.

Facility Recommendations:

The College of DuPage, Naperville Regional Center was originally constructed in the 1990's to function as one of six satellite locations serving the needs of the vast District 502 community. The satellite facilities provide a convenient location for community members to interact with the College Community at the beginning of their educational experience and eventually lead students to complete their studies at the main campus. Each satellite location offers services and classes that meet the regional needs of the district. The Naperville Regional Center needs were identified by COD academic administrators, High School Districts 203 and 204, Naperville civic leaders, the Naperville Chamber of Commerce, the Naperville United Way and the Naperville Regional Center Advisory Committee. The lower level was built out in 1998 and the Cosmetology Lab installed in 2008. The remainder of the facility has not been updated or remodeled since its initial construction and as a result, it no longer meets the needs of the community in the most effective and efficient manner.

1. What will the proposed project accomplish?

The goal of the renovated Naperville Center is to enable the College of DuPage to serve the evolving needs of the Naperville region of District 502, by re-aligning the Center in such a way as to provide its current and future students with as seamless and convenient an academic experience as possible, beginning with inquiries about application and admission, and continuing through degree or certificate completion. The renovated facility will serve student needs within an improved Student Assistance area and modernized classroom, lab and instructional spaces, all equipped with new audio visual capabilities and new energy efficient mechanical, electrical and plumbing systems.

2. State how the project will meet the instructional objectives of the College.

The Naperville Regional Center, which includes a Center for Independent Learning (CIL), serves over 5,000 students each year and continues to show steady growth in credit enrollment. The Center is operating at capacity during peak day, evening and weekend hours. The modernized and improved facility will provide: 1) A centralized Student Assistance area where students can receive help with issues from tuition payments to academic planning. 2) A Student Commons area with sufficient space for students to work together and with enough receptacles to accommodate laptops and tablets. 3) A more open and visible Learning Commons with direct access from the main entrance. 4) An additional multi-use science laboratory/classroom to enable the Center to expand the number of science classes offered. 5) Faculty offices that offer confidentiality when working with students. 6) An updated Speech Classroom with "lecture playback" capability. 7) An updated English Composition Classroom that compliments similar space in the Academic Computing Center on the main campus. 8) A multi-purpose conference room to foster collaboration between individuals or groups separated by distance.

3. How will the new or remodeled space better serve the instructional/programmatic areas as compared to existing facilities?

The existing facility contains out-dated classroom and laboratory spaces that struggle to meet the current needs of faculty and students. Existing office and administrative spaces are not adequate to enable staff to properly serve the community. Mechanical and electrical systems, originally constructed in the 1990's are at the end of their service lives and do not meet the user comfort and energy conservation goals of the College. The remodeled facility will provide a more welcoming, accessible and energy efficient environment. Modernized educational spaces will be flexible enough to accommodate a variety of uses and allow the College to enhance its educational/programmatic offerings. User comfort and performance will be improved with upgraded temperature control, improved lighting and day-lighting systems, and audio visual services designed to meet today's technology demands.

4. What facilities are already available to meet the above-referenced objectives?

Services provided by the Naperville Regional Center compliment, but do not duplicate those provided on the main campus of the College of DuPage. The regional centers enable the College to extend its reach and offer the community "region specific" programs that might not otherwise be possible on the main campus due to space constraints and regional proximity.

5. Is the project a part of the College Master Plan?

In 2010, the Board of Trustees approved an amendment to the 2005 Facilities Master Plan (FMP). The 2010 amendment anticipated the renovation of the Naperville Regional Center as well as the possibility for a future addition. The programmatic needs of this center, anticipated by the Facilities Master Plan include; Pre-Professional, English and Language, Liberal Arts and Sciences, Dual Credit with High School Districts 203 & 204 in Pre-Engineering & High-end Technical and Business Training.

6. Square Footage discussed and explained in this section should also be reported in the Square Footage Summary form.

See following scope of work.

**INSTRUCTIONS FOR COMPLETION OF THE
SCOPE OF WORK NARRATIVE**

These instructions are intended to provide the college with a baseline of the type of information to describe the construction/work elements of the project. The length of the scope of work description should reflect the magnitude and complexity of the proposed project. Descriptions of the programs residing in the effected space should be addressed in the Programmatic Justification Narrative section.

This narrative is a statement setting forth the proposed work and defining the design parameters. The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis. To assist in the development of a clear and concise scope of work narrative, the following questions are presented for consideration. A scope of work narrative does not necessarily lend itself to a question and answer format. The scope of work narrative should provide answers to the following questions for ICCB staff to better understand the project and consider it for approval.

1. What does the project include? Clearly describe the site(s), building(s), room(s), structure(s), equipment, utilities, land, and site improvements (i.e. landscaping, parking lot areas/spaces) affected by this proposed project. Describe the project using the applicable budget categories listed in Attachment #1 Project Budget. Clearly identify the name and address of any structures included in the project.
2. How does the proposed project relate to other ongoing or proposed projects?
3. Are there any state or federal rules or regulations which may impact the project budget? (IEPA, Historic Preservation, etc.) If so, be sure that costs of compliance are included in the estimated project costs?

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

General Description:

The Naperville Regional Center is a 20,000 square foot facility located at 1223 Rickert Drive, Naperville, IL 60540. This center is one of four within the College of DuPage system. Each regional center provides a core body of services, together with educational offerings designed to serve the needs of the region of District 502 that they serve. Core services include; registration, counseling and assessment, placement testing, interest testing, computer access to the main College of DuPage Library, resource assistance, transfer of Library books and materials, open computer lab, tutoring, math assistance and writing assistance. Region specific offerings include pre-professional programs in engineering, health, science, digital photography, advertising design & illustration and various business training programs. This facility will also work closely with Naperville High School Districts 203 & 204 to provide dual enrollment options in advanced science classes for their students.

Building Features:

The exterior of this 1990's era building will be updated to provide a more open and welcoming appearance in keeping with the forward looking design of the College of DuPage main campus. The entry approach to the building will feature a new walkway canopy structure, enhancing the recognition of the building entry and providing protection from the elements. The main entry sidewalk will be reconfigured to improve accessibility while at the same time providing areas for students, faculty and staff to sit or gather. The exterior glazing system will be repositioned to be outboard of the building's structural columns, thus enhancing the appearance of the building while at the same time eliminating a source of heat loss through the building columns. New landscaping will reinforce the welcoming feel of the renovated building and provide additional places for students to gather.

Upon entering the building, the original glass block central core will be removed and replaced with a new open plan reception and Administrative Services area. A brighter and more inviting lounge and vending area will be positioned next to the reception area. A formerly closed stairway adjacent to the main entry and lounge area will now be opened to create an inviting means for accessing the lower level class rooms while at the same time contributing to the overall open and welcoming appearance of the renovated entry zone.

Administrative offices, formerly located in a corner of the building will now include counseling spaces and will be positioned in the center core of the building, directly behind the reception area to form a central hub to promote interaction between students, faculty and staff. Lighting will be maximized throughout and will be enhanced with the addition of clerestory glazing along the corridors to allow natural light to filter deeper into the building. Outdated building infrastructure is being replaced to provide full access to the College media and data sharing systems. A new HVAC system and distribution is being installed to enhance user comfort through better control while at the same time, improving operating energy efficiency. Old and worn building finishes are being replaced to create a brighter, more energetic and welcoming environment to enhance the educational and working experience. Toilet room finishes are also being replaced to improve their appearance, accessibility and maintainability.

Building Construction:

The Naperville Regional Center is an existing single story steel frame building with a full lower level. The existing exterior envelope consists of gray painted scored concrete masonry on the north and south elevations and tinted full height glazing on the east and west elevations. In spite of two elevations of glazing, the overall perception of the building was closed and uninviting. The existing roof structure is bar joists with metal deck, insulation and an EPDM roof membrane. Thermal control is provided by an existing, original roof-top HVAC unit, ground mounted chiller and lower level internal air handling unit. Existing interior partitions are constructed of painted gypsum board on metal studs. Existing flooring finishes range from carpet to vinyl composition tile. Acoustic tile ceilings exist throughout.

The existing first floor contained three classrooms, a Learning Commons, a Cosmetology Lab, Student Lounge and cramped Administrative Offices. Each of these spaces were outdated and insufficient to fully accommodate the educational and administrative needs of the facility. Building users often complained that interior spaces were poorly lit and interior zones lacked daylight. Finishes throughout were in need of updating. The renovation will modernize the finishes and infrastructure of all spaces. The existing Cosmetology Lab will be removed from the central core of the Naperville Center and relocated to the Addison Center, where the demand for this educational program is higher. The central core of the building will be opened to create space for a proper reception area, a student assistance center, counseling space, a conference room, a work room and supervisors office. An existing glass roof monitor will be repaired and refinished to bring diffuse daylight into these central core spaces. The Learning Commons will be modified to create an open computer area, testing center and private testing room. Two general classrooms will be created as well as one Classroom/Speech Lab, one Classroom/English Lab and one Classroom/Science Lab. Toilet rooms will be updated to meet current ADA guidelines and the Student Lounge will also be refurbished to be an informal gathering space. Interior clerestory glazing will be provided at the top of partitions separating outer rooms from interior corridors in order to allow daylight to filter into interior corridors. Carpet tiles will be provided in classrooms, offices and corridors, vinyl composition tile in the Classroom/Science Lab and Student Lounge and ceramic tile in the toilet rooms. A new acoustic ceiling system will be installed throughout. New lighting will be provided throughout. Existing finishes in the elevator will be upgraded and minor improvements will be made to meet current codes.

The renovation of the lower level will modernize the finishes and infrastructure of all existing General Classrooms, Computer Classrooms and Classroom/Science Labs. In addition, a partition will be removed between two existing small classrooms and an adjoining storage room to create two larger General Classrooms. An existing office and under-utilized storage space will be converted into three Faculty Offices, plus an oddly shaped storage space near the elevator/stair lobby will be opened up to the elevator lobby to create a small student gathering space. Toilet rooms will be updated to meet current ADA guidelines. Carpet tiles will be provided in all general classrooms, computer classrooms and corridors and vinyl composition tile in the CIT Lab, science labs and storage areas. New acoustic ceiling tiles will be installed throughout. New lighting will be provided throughout.

The exterior envelop will be upgraded to have increased energy efficiency. Existing scored masonry will be covered by a new E.I.F.S. system to increase thermal resistance and an open aluminum grillage added for visual appeal. The existing exterior glazing system will be removed and shifted outboard of the building structure to eliminate a thermal wick and improve energy efficiency via a thermally efficient glazing frame and glass. The main entry approach will be

reconfigured to provide improved accessibility and will include a protective canopy to shield users from the weather. Existing sidewalks around the building, which have settled and cracked over time, will be replaced. Landscaping improvements will be made to create areas of visual interest and small gathering spaces for students. All exterior site lighting will be serviced, cleaned and re-lamped.

A new roof mounted central plant will provide HVAC to the entire building. This new unit will enable to existing exterior ground mounted chiller and lower level air handler to be removed, thus improving serviceability of the entire system. Existing inefficient duct routes will be replaced with simplified distribution to improve air flow and system efficiencies. Existing VAV boxes will remain, but new valves will be added to the reheat coils of each to improve control. Exterior baseboard heat will remain to enhance thermal comfort at exterior glazing. The building is served by an automatic fire suppression system.

Conclusion:

The renovation of the College of DuPage Naperville Regional Center will enable the College to continue serving the needs of the residents of District 502, Naperville High School Districts 203 & 204 and the Naperville Chamber of Commerce.

It has been determined that there are no state or federal regulations which will negatively impact the project budget.

Attachment #1 Project Budget

Check One: (LOCALLY FUNDED - other than Protection, Health, and Safety - see below)

- New Construction
 Remodeling

Project Name: Naperville Regional Center Renovation

| | Budget Amounts | |
|--|------------------|-----------------------|
| | New Construction | Remodeling |
| Land | | N/A |
| Site Development | | N/A |
| Construction (including Fixed Equipment and Landscaping) | | 4,171,048.00 |
| Mechanical | | 438,000.00 |
| Electrical | | 407,295.00 |
| General Conditions (including precon, fees, insurance) | | 480,791.00 |
| Contingency (10%) | | 209,000.00 |
| A/E Professional Fees | | 393,866.00 |
| Total | | \$6,100,000.00 |

Approved by the College of DuPage, District #502 Board of Trustees

Date: September 25, 2014

Signed: _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project Name N/A

| | Budget Amounts |
|-----------------------|----------------|
| Project Costs | 0.00 |
| Contingency | 0.00 |
| A/E Professional Fees | 0.00 |
| Total | 0.00 |

Attachment #2 Funding Source

District/College Name: College of DuPage, District 502

Project Name: Naperville Regional Center Renovation

Check the sources(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, safety projects).

_____ Fund name(s): _____

Bond Proceeds
(including protection, health,
and safety bonds).

X Type of bond issuance(s): General Obligation Bonds

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

_____ Tax rate/fiscal year: _____

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

_____ Term of Lending Arrangements in months: _____

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in Months: _____

Capital Renewal Funding

_____ Proposed Fiscal Year Sources(s): _____

Attachment #3
Locally Funded Project
(other than a Protection, Health, and Safety Project—see separate form)

Budget and Certification

Name and address of architect/engineer providing the estimate:

Bailey Edward
35 East Wacker Dr.
Chicago, IL 60601

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.604.



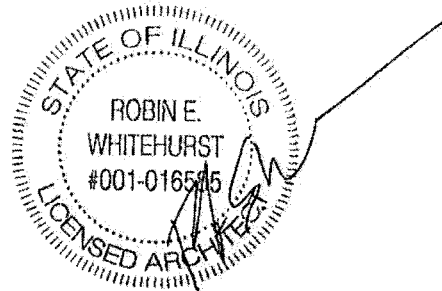
09/08/2014

Architect/Engineer's Signature

Date

001-016585

Illinois Registration or License Number



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Attachment PHS

The following four pages should be submitted only with PHS applications, when applicable. Generally, the signature and certification page are submitted with every PHS Project Application. It is not necessary to submit with a project financed with other local tax dollars or other sources of funding even though the project may have structural integrity or energy conservation implications.

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Bailey Edward
35 East Wacker Dr.
Chicago, IL 60601

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds are true and accurate. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.608 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

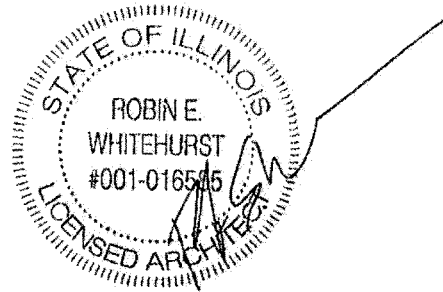


Architect/Engineer's Signature

Date 09/08/2014

001-016585

Illinois Registration or License Number



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

PROTECTION, HEALTH, AND SAFETY PROJECT

Structural Integrity

Name and address of architect/engineer providing the estimate:

Bailey Edward
35 East Wacker Dr.
Chicago, IL 60601

I certify that the proposed project is necessary because the current condition of the facility poses a threat to the structural integrity of the facility.

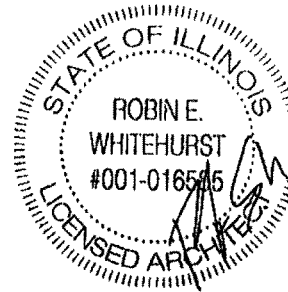


Architect/Engineer's Signature

Date 9/15/2014

001-016585

Illinois Registration or License Number



PROTECTION, HEALTH, AND SAFETY PROJECT

Certification for Energy Conservation

Name and address of architect/engineer providing the estimate:

Bailey Edward
35 East Wacker Dr.
Chicago, IL 60601

I certify that the methods and calculations used to determine the estimated energy usage, cost savings, and payback period, as submitted in the attached, meet or exceed those prescribed by industry standards. I further certify that the historic energy costs used in these calculations reflect accurately those of the college.

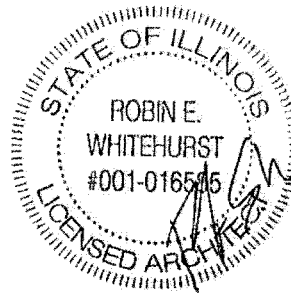


Architect/Engineer's Signature

Date 09/08/2014

001-016585

Illinois Registration or License Number



**Square Footage
Summary Attachment**

Square Footage Summary Attachment

District/College Name: District 502, College of DuPage

Project Name: Naperville Regional Center Renovation

Identify the increased spare footage associated with a new construction project or provide a detailed summary of the space affected by this project. If additional explanation is necessary, please include in the scope of work narrative.

| | Net Assignable Square Feet | | |
|-------------------------------|--|--|-------------------------------------|
| | (Use this column for new construction only) | (Use these columns for remodeling projects only) | |
| | New Square Footage | Existing Square Footage | Remodeled Square Footage |
| Classrooms | | 4,846 | 3,201 |
| Laboratories | | 3,870 | 5,476 |
| Offices | | 658 | 557 |
| Study | | 2,070 | 1,746 |
| Special Use | | 0 | 0 |
| Support | | 935 | 1,932 |
| Other | | 2,390 | 2,254 |
| Total NASF | | 14,769 | 15,166 |
| Total Gross Square Feet (GSF) | | 20,416 | 20,416 |
| Efficiency (NASF / GSF)* | | 72% | 74% |

*Minimum acceptable efficiency is 70 percent.

10. TRUSTEE DISCUSSION ITEMS

**10. A. Board Policy No. 10-65,
Vendor Payment**

11. CLOSED SESSION

12. GENERAL PUBLIC COMMENTS

13. ANNOUNCEMENTS

A. Communications

- **Designation of College of DuPage
Voting Delegates to ACCT Leadership
Congress**

B. Calendar Dates

Campus Events

- **Thursday, November 20, 2014
Regular Board Meeting
SSC-2200 ~ 7:00 p.m.**

Regular Board Meeting Agenda
October 16, 2014

14. ADJOURN