



# **COLLEGE OF DuPAGE**

**Regular Board of Trustees Meeting**

**February 20, 2014**



Regular Board Meeting Agenda  
February 20, 2014

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



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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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 February 20, 2014 Regular Board Meeting Agenda.

Erin Cunniff 2/6/14  
Administrative Assistant, Office of the President Date

Shandi VanKerk 2/6/14  
Vice President Human Resources Date





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

**THURSDAY, FEBRUARY 20, 2014**  
**7:00 P.M. ~ SSC-2200**

**REGULAR BOARD MEETING AGENDA**

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PRESENTATIONS**
  4. A. IntelliResponse Update
    - Dr. Chuck Carrier, Vice President Information Technology
5. **STUDENT TRUSTEE'S REPORT**
6. **PRESIDENT'S REPORT**
7. **COMMENTS FROM COLLEGE OF DuPAGE**
  7. A. College of DuPage Employees
  7. B. College of DuPage Students
8. **COMMENTS FROM CITIZENS**
  8. A. District No. 502 Citizens
  8. B. Citizens-at-Large
9. **CONSENT AGENDA\*\*** (Roll Call Vote)
  9. A. **For Information: Standard Items**
    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) Disposal of Capital Assets



**9. B. For Approval: Standard items**

**9. B. 1) Minutes**

- a) January 23, 2014 Regular Board Meeting

**9. B. 2) Financial Reports**

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

**9. B. 3) Bid Items**

- None

**9. B. 4) Requests for Proposals**

- None

**9. B. 5) Purchase Orders**

- a) Purchase of Remanufactured Toolroom Lathe
- b) Site Development Consulting Services for the 2014 Site Work, Infrastructure and Parking Improvements Project
- c) Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project
- d) Contractual Fees for Educational Partner Career Step, LLC for Fiscal Year 2014
- e) Rental Fees for Community Christian Church (Yellow Box), Summer 2013

**9. B. 6) Personnel Actions**

- a) Ratification of Faculty Appointments
- b) Ratification of Classified Appointments
- c) Ratification of Classified Promotions / Transfers
- d) Ratification of Managerial Resignations / Terminations
- e) Ratification of Classified Resignations / Terminations

**9. B. 7) Faculty Tenure Candidates**

**9. B. 8) Reappointment of Administrators**

**9. C. For Approval: Construction-Related Items**

**9. C. 1) Ratification of Construction Change Orders**

- Referendum-Related Projects
- Capital Budget Projects

**9. C. 2) Approval of Construction Change Orders**

- Referendum-Related Projects
- Capital Budget Projects

**10. NEW BUSINESS**

**10. A. For Information**

- None

**10. B. For Approval**

1. Concealed Carry, Board Policy 15-41
2. Local No. 399, International Union of Operating Engineers Contract Extension 2015 through 2017
3. Tuition and Fees FY2015

**11. TRUSTEE DISCUSSION ITEMS**

**12. ANNOUNCEMENTS BY BOARD CHAIRMAN**

**12. A. Communications**

**12. B. Calendar Dates**

**Campus Events** (Note: \* = Required Board Event)

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

**13. ADJOURN**

**FUTURE MEETING**

**Thursday, March 20, 2014**

**7:00 p.m. – Regular Board Meeting – SSC-2200**

\*\* 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.



- 4. PRESENTATIONS**
  - A. IntelliResponse Update**
    - **Dr. Chuck Currier, Vice President Information Technology**
- 5. STUDENT TRUSTEE'S REPORT**
- 6. PRESIDENT'S REPORT**



- 7. Comments from College of DuPage**
  - A. College of DuPage Employees**
  - B. College of DuPage Students**
  
- 8. Comments from Citizens**
  - A. District No. 502 Citizens**
  - B. Citizens-at-Large**



## **9. 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**

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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**  
December 21, 2013 - January 20, 2014

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Other	Total
A. Zarcone Memorial Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
A.R.C. Memorial Scholarship	3	\$3.00	\$0.00	\$0.00	\$0.00	\$3.00
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund	3	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
Athletic Fund	3	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00
Buffalo Theatre Ensemble	32	\$2,874.20	\$0.00	\$0.00	\$0.00	\$2,874.20
Carol Stream Community College Scholarship	3	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
Carter Carroll Excellence in History Award	4	\$106.00	\$0.00	\$0.00	\$0.00	\$106.00
Catherine M. Brod Endowed Scholarship for Speech and Theatre	3	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
Center for Entrepreneurship Fund for Workforce Development	8	\$5,180.00	\$0.00	\$0.00	\$0.00	\$5,180.00
Cleve Carney Endowed Art Fund	3	\$115.38	\$0.00	\$0.00	\$0.00	\$115.38
COD Foundation's Need-Based Scholarship Fund	6	\$37.50	\$0.00	\$0.00	\$0.00	\$37.50
COD Foundation's Returning Adult Scholarship Fund	5	\$13.00	\$0.00	\$0.00	\$0.00	\$13.00
COD Foundation's Single Parent Scholarship	6	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00
College of DuPage Faculty Association Scholarship	6	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00
Community Education Farm Fund	9	\$50.01	\$0.00	\$0.00	\$0.00	\$50.01
Community Relations Fund	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Culinary & Hospitality Center	3	\$4.98	\$0.00	\$0.00	\$0.00	\$4.98
Donald Carter Memorial Scholarship	3	\$159.00	\$0.00	\$0.00	\$0.00	\$159.00
Dr. Joseph and Donna Collins Student Success Scholarship	3	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
Early Childhood Education Fund	3	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
Eileen Ward Textbook Scholarship	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Ellen Johnson Memorial Scholarship	3	\$9.00	\$0.00	\$0.00	\$0.00	\$9.00
Everyone Matters Scholarship Fund	3	\$6.00	\$0.00	\$0.00	\$0.00	\$6.00
Fine Arts Program	1	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
Flexible Steel Lacing Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
G.E.D. Scholarship Fund	3	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
General Scholarship Fund	60	\$2,533.01	\$0.00	\$0.00	\$0.00	\$2,533.01
Healthcare Instructional Support	4	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Hispanic-Latino Scholarship	3	\$6.00	\$0.00	\$0.00	\$0.00	\$6.00
Honorable William J. Bauer Scholarship for Paralegal & Criminal Justice Studies	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Library Development Fund	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
MAC Annual Fund	20	\$2,641.80	\$0.00	\$0.00	\$0.00	\$2,641.80
MAC Madness Event	11	\$46,870.71	\$30,500.00	\$0.00	\$0.00	\$77,370.71
Meteorology Program Fund	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
Music Program Fund	3	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
New Philharmonic Orchestra	12	\$1,672.50	\$0.00	\$0.00	\$0.00	\$1,672.50
Nursing Alumni Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Resource for Excellence Fund	47	\$29,689.00	\$0.00	\$701.00	\$0.00	\$30,390.00
Ruth Nechoda Memorial Endowment	2	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00
Ruth Walbeck Memorial Scholarship	1	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00

**College of DuPage Foundation**  
**Monthly Gift Summary Report**  
December 21, 2013 - January 20, 2014

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Other	Total
Shirley A. Benson Nursing Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Student Crisis Emergency Fund	3	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
Study Abroad Scholarship Fund	6	\$45.00	\$0.00	\$0.00	\$0.00	\$45.00
Veteran Services Program	3	\$45.00	\$0.00	\$0.00	\$0.00	\$45.00
Veterans Textbook Scholarship	5	\$745.00	\$0.00	\$0.00	\$0.00	\$745.00
WDCB Employer Matching Gift Revenue (EMG)	15	\$675.00	\$4,108.00	\$0.00	\$0.00	\$4,783.00
WDCB Future Fund	1	\$216.24	\$0.00	\$0.00	\$0.00	\$216.24
WDCB Individual Gifts	1,341	\$78,661.74	\$0.00	\$0.00	\$0.00	\$78,661.74
WDCB Underwriting	5	\$2,960.00	\$0.00	\$0.00	\$0.00	\$2,960.00
<b>Grand Totals:</b>		<b>\$184,404.07</b>	<b>\$36,608.00</b>	<b>\$1,451.00</b>	<b>\$0.00</b>	<b>\$222,463.07</b>

1,667 Gift(s) listed  
1,509 Donor(s) listed  
No new planned gifts

**College of DuPage Foundation**  
**Fiscal Year 2014 Gift Summary Report**  
Year-to-Date as of January 20, 2014

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
A. Zarcone Memorial Scholarship	3	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00
A.R.C. Memorial Scholarship	14	\$14.00	\$0.00	\$0.00	\$0.00	\$14.00
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund	14	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00
Athletic Fund	14	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
August Zarcone Endowment	1	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00
Budilovsky Literary Scholarship Endowment	1	\$24,084.80	\$0.00	\$0.00	\$0.00	\$24,084.80
Buffalo Theatre Ensemble	58	\$10,229.20	\$0.00	\$0.00	\$0.00	\$10,229.20
Carol Stream Community College Scholarship	15	\$190.00	\$0.00	\$0.00	\$0.00	\$190.00
Carter Carroll Excellence in History Award	15	\$128.00	\$0.00	\$0.00	\$0.00	\$128.00
Catherine M. Brod Endowed Scholarship for Speech and Theatre	14	\$1,120.00	\$0.00	\$0.00	\$0.00	\$1,120.00
Center for Entrepreneurship Fund for Workforce Development	31	\$8,840.00	\$0.00	\$0.00	\$0.00	\$8,840.00
Central DuPage Kiwanis Club Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
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	7	\$1,550.00	\$0.00	\$2,000.00	\$0.00	\$3,550.00
Cleve Carney Endowed Art Fund	25	\$627,348.44	\$0.00	\$0.00	\$0.00	\$627,348.44
COD Foundation's Need-Based Scholarship Fund	28	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00
COD Foundation's Returning Adult Scholarship Fund	25	\$69.00	\$0.00	\$0.00	\$0.00	\$69.00
COD Foundation's Single Parent Scholarship	29	\$305.00	\$0.00	\$0.00	\$0.00	\$305.00
College of DuPage Faculty Association Scholarship	29	\$920.00	\$0.00	\$0.00	\$0.00	\$920.00
Community Education Farm Fund	43	\$498.58	\$0.00	\$0.00	\$0.00	\$498.58
Community Relations Fund	79	\$14,117.00	\$0.00	\$10,250.00	\$0.00	\$24,367.00
Culinary & Hospitality Center	15	\$113.24	\$0.00	\$0.00	\$0.00	\$113.24
Culinary Student Scholarship (Teen Culinary Challenge)	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Dick Wood Memorial Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Donald Carter Memorial Scholarship	11	\$583.00	\$0.00	\$0.00	\$0.00	\$583.00
Dr. Joseph and Donna Collins Student Success Scholarship	14	\$560.00	\$0.00	\$0.00	\$0.00	\$560.00
DuPage Chapter Mothers and More Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Early Childhood Education Fund	14	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00
Eileen Ward Textbook Scholarship	3	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
Elizabeth Geyer Scholarship	1	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00
Ellen Johnson Memorial Scholarship	11	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00
Everyone Matters Scholarship Fund	15	\$278.00	\$0.00	\$0.00	\$0.00	\$278.00
Fashion Program	1	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
Fine Arts Program	1	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
Flexible Steel Lacing Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Floral Design Memorial Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Football Program Fund	1	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
G.E.D. Scholarship Fund	15	\$1,060.00	\$0.00	\$0.00	\$0.00	\$1,060.00
General Scholarship Fund	265	\$14,364.88	\$0.00	\$0.00	\$0.00	\$14,364.88
George Macht Endowed Scholarship Fund	9	\$9.00	\$0.00	\$0.00	\$0.00	\$9.00
George Macht Endowment	43	\$7,400.00	\$0.00	\$0.00	\$0.00	\$7,400.00
Glen Ellyn Infant Welfare Scholarship	1	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00
Greg Joos Memorial Scholarship	1	\$239.49	\$0.00	\$0.00	\$0.00	\$239.49

**College of DuPage Foundation**  
**Fiscal Year 2014 Gift Summary Report**  
Year-to-Date as of January 20, 2014

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
H. J. Kleemann Engineering Scholarship	2	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Healthcare Instructional Support	20	\$52,850.00	\$50,000.00	\$0.00	\$0.00	\$102,850.00
Hispanic-Latino Scholarship	14	\$28.00	\$0.00	\$0.00	\$0.00	\$28.00
Hon Bonnie M. Wheaton Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Hon. Bonnie M. Wheaton Endowment	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Honorable William J. Bauer Scholarship for Paralegal & Criminal Justice Studies	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Horticulture Student Competition	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Howard K. Canaday Music Scholarship	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Jerry Bradshaw Memorial Scholarship	1	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Jill Johnson Hall Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Library Development Fund	3	\$501.00	\$0.00	\$3,317.00	\$0.00	\$3,818.00
Lifetime Learning Institute Fund (formerly Older Adult Institute)	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
MAC Annual Fund	69	\$8,652.70	\$0.00	\$0.00	\$0.00	\$8,652.70
MAC Madness Event	18	\$116,620.71	\$50,629.29	\$0.00	\$0.00	\$167,250.00
Margarita Salazar Respiratory Therapy Scholarship	2	\$0.00	\$4,030.00	\$0.00	\$0.00	\$4,030.00
Mary Mack Scholarship	5	\$286.00	\$0.00	\$0.00	\$0.00	\$286.00
Meteorology Program Fund	9	\$1,415.00	\$0.00	\$0.00	\$0.00	\$1,415.00
Morrissey Dental Hygiene Scholarship	2	\$250.00	\$2,637.50	\$0.00	\$0.00	\$2,887.50
Music Program Fund	14	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00
New Philharmonic Orchestra	282	\$108,288.24	\$132,880.00	\$0.00	\$0.00	\$241,168.24
Nursing Alumni Scholarship	2	\$2,050.00	\$0.00	\$0.00	\$0.00	\$2,050.00
Power Construction Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Resource for Excellence Fund	180	\$44,321.72	\$0.00	\$701.00	\$0.00	\$45,022.72
Ruth Nechoda Memorial Endowment	11	\$27.50	\$0.00	\$0.00	\$0.00	\$27.50
Ruth Walbeck Memorial Scholarship	1	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Shirley A. Benson Nursing Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Student Crisis Emergency Fund	16	\$11,140.00	\$0.00	\$0.00	\$0.00	\$11,140.00
Study Abroad Scholarship Fund	37	\$435.00	\$0.00	\$0.00	\$0.00	\$435.00
Troy Scholarship for Nursing	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
US Bank Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Veteran Services Program	14	\$210.00	\$0.00	\$0.00	\$0.00	\$210.00
Veterans Textbook Scholarship	16	\$910.00	\$0.00	\$0.00	\$0.00	\$910.00
Visiting Chefs Series	4	\$5,400.00	\$0.00	\$0.00	\$0.00	\$5,400.00
Wattis Foundation Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
WDCB Employer Matching Gift Revenue (EMG)	33	\$2,271.00	\$4,378.00	\$0.00	\$0.00	\$6,649.00
WDCB Events	12	\$495.00	\$0.00	\$0.00	\$0.00	\$495.00
WDCB Future Fund	2	\$327.49	\$0.00	\$0.00	\$0.00	\$327.49
WDCB Individual Gifts	7,688	\$366,485.76	\$488.00	\$0.00	\$0.00	\$366,973.76
WDCB Merchandising	25	\$544.35	\$0.00	\$0.00	\$0.00	\$544.35
WDCB Underwriting	34	\$20,135.00	\$0.00	\$0.00	\$0.00	\$20,135.00
Wilbur Walker Dodge Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Grand Totals:</b>		<b>\$1,546,369.10</b>	<b>\$247,042.79</b>	<b>\$18,218.00</b>	<b>\$0.00</b>	<b>\$1,811,629.89</b>

**College of DuPage Foundation**  
**Fiscal Year 2014 Gift Summary Report**  
Year-to-Date as of January 20, 2014

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
9,403 Gift(s) listed						
4,654 Donor(s) listed						
15 total planned gifts (no new FY14)						

**College of DuPage**  
**FY14 Grants Awarded Report**  
**July 1, 2013 - January 29, 2014**

*Note: New/Revised Entries in Bold*

Granting Agency	Title	Division	Project Director	Type	Amount	Start Date	End Date	Description
<b>COMPETITIVE GRANTS</b>								
<b>M.R. Bauer Foundation</b>	<b>Base Line Statistics &amp; Functionality Project</b>	<b>Administration &amp; Finance</b>	<b>Tom Glaser</b>	<b>Private</b>	<b>\$25,000</b>	<b>12/19/13</b>	<b>6/30/14</b>	<b>To support the study of the Cook County judicial system.</b>
Illinois Community College Board	FY14 Career & Technical Education ICAPS	Business & Technology	John Kronenberger	Federal	\$10,000	7/1/13	6/30/14	To support career and technical education in Business & Technology.
Illinois Community College Board	FY14 Adult Education & Family Literacy ICAPS	Continuing Education	Dan Deasy	Federal	\$10,000	7/1/13	6/30/14	To support adult education and family literacy.
Illinois Community College Board	FY14 Dual Credit Enhancement	Business & Technology	John Kronenberger	State	\$10,000	7/1/13	6/30/14	To support dual credit programming in Business & Technology.
U.S. Department of Defense/ Illinois Department of Commerce and Economic Opportunity (DCEO)	FY14 Procurement Technical Assistance Center (PTAC)	Business & Technology	Rita Haake	Federal	\$89,000	7/1/13	6/30/14	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois Department of Commerce and Economic Opportunity (DCEO)	FY14 Procurement Technical Assistance Center (PTAC)	Business & Technology	Rita Haake	State	\$13,000	7/1/13	6/30/14	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois State Library/ Literacy Office	FY14 Adult Volunteer Literacy: People Educating People (PEP)	Continuing Education	Joseph Cassidy Dan Deasy	State	\$41,000	7/1/13	6/30/14	To offer individualized instruction and provide tutoring for ABE, GED, ESL classes.
Illinois State Library/ Literacy Office	FY14 Family Literacy: Bensenville	Continuing Education	Joseph Cassidy Dan Deasy	State	\$25,000	7/1/13	6/30/14	To support the Bensenville family literacy program.
Illinois State Library/ Literacy Office	FY14 Family Literacy: West Chicago	Continuing Education	Joseph Cassidy Dan Deasy	State	\$29,750	7/1/13	6/30/14	To support the <i>Leer es Poder</i> (Reading is Power) family literacy program.
Illinois Arts Council	FY14 Partner In Excellence (McAninch Arts Center)	Liberal Arts	Roland Raffel	State	\$24,300	9/15/13	8/31/14	General operating support for the 2013-2014 season.
Institute of Museum & Library Sciences	2013 Sparks! Ignition Grant for Libraries	Learning Resources	Ellen Sutton	Federal	\$15,799	8/1/13	7/31/14	To support administrative services assistance to veterans.
National College Testing Association	2013-2014 National College Testing Association Grant	Learning Resources	Diane Szakonyi	Private	\$3,000	7/15/13	7/25/14	To support training for testing.
<b>COMPETITIVE GRANTS</b> (Includes grants from State, Federal and Private Agencies 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.)					<b>\$295,849</b>			



**College of DuPage  
FY14 Grants Awarded Report  
July 1, 2013 - January 29, 2014**

*Note: New/Revised Entries in Bold*

Granting Agency	Title	Division	Project Director	Type	Amount	Start Date	End Date	Description
<b>AGENCY-ALLOCATED GRANTS</b>								
Illinois Community College Board	FY14 Program of Study Implementation	Academic Affairs	Jean Kartje	State	\$5,000	7/1/13	6/30/14	To support services in career and technical education.
Illinois Community College Board	FY14 Program Improvement	Academic Affairs	Jean Kartje	State	\$68,945.76	7/1/13	6/30/14	To support the improvement of select CTE programming.
Illinois Arts Council	FY14 WDCB-FM Public Radio and Television Basic Grant	Marketing & Communications	Joseph Moore	State	\$12,575	10/15/13	8/31/14	General operating support.
Illinois Community College Board	FY14 Adult Education and Family Literacy	Continuing Education	Joseph Cassidy Dan Deasy	Federal/ State	\$1,920,712	7/1/13	6/30/14	To support the Adult Education and Family Literacy programming.
Illinois Community College Board	FY14 Career & Technical Education Program Postsecondary Perkins	Academic Affairs	Jean Kartje	Federal	\$518,289	7/1/13	6/30/14	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.
<b>AGENCY-ALLOCATED GRANTS</b> (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.)					<b>\$2,525,521.76</b>			
<b>SUBCONTRACTOR / PARTNER in GRANT</b>								
IL Department of Human Services and IL Coalition for Immigrant and Refugee Rights	New Americans Initiative	Continuing Education/ Extended Learning	Dan Deasy	State	\$23,380	7/1/13	6/30/14	Partnership with World Relief DuPage, West Chicago High School District 94 and Exodus World Services to offer citizenship preparation classes, tutoring, legal assistance and application services to DuPage County permanent residents.
<b>SUBCONTRACTOR / PARTNER in GRANT</b>					<b>\$23,380</b>			
<b>FY14 Total All Grants Awarded as of January 29, 2014</b>					<b>\$2,844,750.76</b>			

**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD INFORMATION**

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1. SUBJECT

Consortium/Cooperative Agreement

There are no Government Consortium/Cooperative Purchases to report this month.



COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

STANDARD BOARD INFORMATION

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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) Disposal of Capital Assets - This report is presented to the Board for information on a quarterly basis (August, November, February, May). This report lists the reason for the disposal, location, number of items and their respective dollar values.

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
INVESTMENT SCHEDULE  
1/31/2014**

<b>FINANCIAL INSTITUTION</b>	<b>DATE PURCHASED</b>	<b>DATE OF MATURITY</b>	<b>RATE OF RETURN</b>	<b>PRINCIPAL</b>
<b>OPERATING INVESTMENTS:</b>				
<b>EDUCATIONAL FUND</b>				
US Bank - IL FUNDS	N/A	N/A	0.02	\$ 68
Wheaton Bank & Trust NOW Acct	N/A	N/A	0.20	16,149,223
PFM Liquidity Acct	N/A	N/A	0.07	558
Discover Bank CD	4/3/2013	4/3/2014	0.30	249,000
Firstbank PR Santurce CD	8/9/2013	8/8/2014	0.40	249,000
Bank India New York NY CD	9/18/2013	9/17/2014	0.40	249,000
Safra Nat'l Bk New York CD	8/15/2013	11/17/2014	0.45	249,000
Chase High Yield Saving	N/A	N/A	0.07	78,475,936
Northern Trust - Ultra-Short Fixed Income	N/A	N/A	0.32	20,161,310
Northern Trust - GS Short Duration Fund	N/A	N/A	0.92	18,184,593
Northern Trust - GS FMV Adjustment	N/A	N/A	N/A	787
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	(281,680)
Global Gov't Securities: Money Market	N/A	N/A	0.01	300,184
				<u>163,986,979</u>
<b>WORKING CASH FUND</b>				
PFM Investments	N/A	N/A	-0.09	8,048,789
PFM Fair Market Value Adjustment	N/A	N/A	N/A	(41,335)
PFM IIIT	N/A	N/A	0.02	12,685
				<u>8,020,139</u>
<b>SUB-TOTAL OPERATING INVESTMENTS</b>				<u><b>172,007,118</b></u>
<b>DEBT SERVICE FUNDS</b>				
<b>SERIES 2013A Bonds</b>				
Amalgamated Money Market	N/A	N/A	0.01	<u>1,861,044</u>
<b>CONSTRUCTION INVESTMENTS:</b>				
<b>SERIES 2013A Bonds</b>				
Chase High Yield Saving NOTE 1	N/A	N/A	0.07	(12,490,544)
Managed Portfolio - CapitalArc Capital	N/A	N/A	-1.34	6,423,789
Money Market	N/A	N/A	0.01	1,793,984
Managed Portfolio Fair Value Adjustment	N/A	N/A	N/A	(10,881)
Deutsche Bank - Fidelity Mutual Fund	N/A	N/A	0.33	18,068,276
Deutsche Bank - Fidelity Mutual Fund Fair Value Adjustment	N/A	N/A	N/A	9
State Street - Federated Mutual Fund	N/A	N/A	0.15	18,032,188
State Street - Federated Mutual Fund Fair Value Adjustment	N/A	N/A	N/A	(54,450)
Northern Trust - GS Enhanced Income Mutual Fund	N/A	N/A	0.32	18,070,462
Northern Trust Fair Value Adjustment	N/A	N/A	N/A	(18,940)
				<u>49,813,893</u>
<b>OPERATIONS AND MAINTENANCE (RESTRICTED) FUND</b>				
PFM Investments	N/A	N/A	-0.09	17,691,982
PFM Fair Market Value Adjustment	N/A	N/A	N/A	(96,448)
PFM IIIT	N/A	N/A	0.02	29,599
				<u>17,625,133</u>
<b>SUB-TOTAL CONSTRUCTION INVESTMENTS</b>				<u><b>67,439,026</b></u>
<b>GRAND TOTAL ALL INVESTMENTS</b>				<u><b>\$ 241,307,188</b></u>

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

**NOTE 2** - All rates of return are annual except for the investment portfolio in the Construction Fund and the Northern Trust and PFM Operating Investments which are fiscal year-to-date.

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
CONSTRUCTION BONDS  
1/31/2014**

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		46,608,589
Future Funds Available		49,813,893

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
INVESTMENT SCHEDULE  
1/31/2014**

	<b>CASH EQUIVALENTS AND INVESTMENTS</b>	<b>FY2014 INTEREST BUDGET</b>	<b>BUDGETED PLANNED TO DATE</b>	<b>INTEREST EARNED TO DATE</b>
<b>EDUCATIONAL FUND *</b>	\$ 109,468,728	\$ 387,921	\$ 196,240	\$ 284,899
<b>OPERATIONS AND MAINTENANCE FUND *</b>	24,767,942	113,132	63,652	45,946
<b>OPERATIONS AND MAINTENANCE (RESTRICTED) FUND</b>	67,439,026	293,300	210,254	62,873
<b>DEBT SERVICE FUND * **</b>	21,681,685	129,014	73,792	38,128
<b>AUXILIARY FUND *</b>	9,929,668	45,753	23,795	16,813
<b>WORKING CASH FUND</b>	8,020,139	40,000	20,222	(6,458)
	<u>\$ 241,307,188</u>	<u>\$ 1,009,120</u>	<u>\$ 587,955</u>	<u>\$ 442,201</u>

\* 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) on investments.

\*\* Includes \$1,861,044 reserved for future debt service interest payments for the Series 2013A bonds.

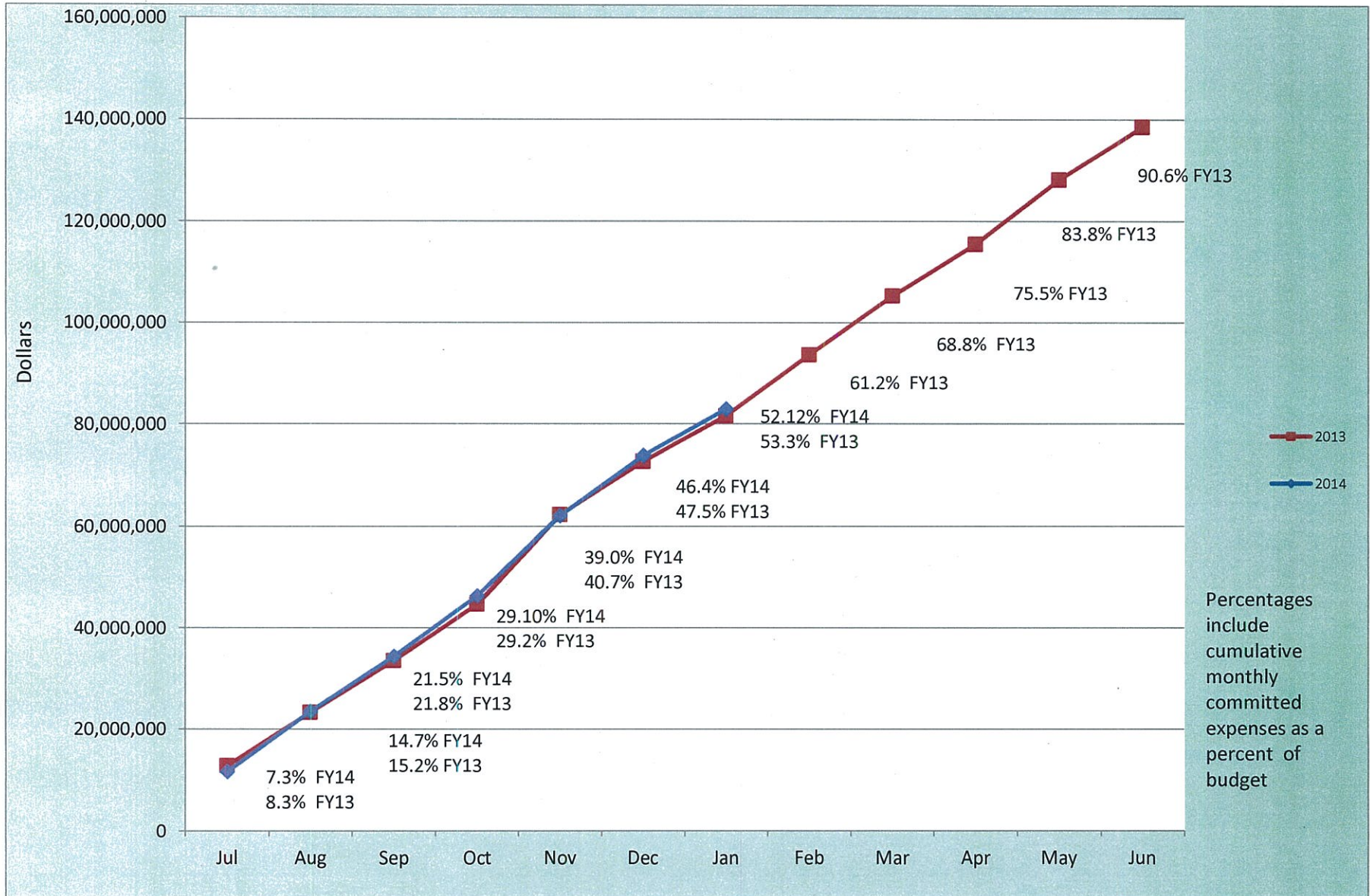
**COLLEGE OF DUPAGE**  
**FISCAL YEAR 2013 BUDGET AND EXPENDITURES**  
**January 31, 2014**  
**As of January 31, 2014 15 of 26 Payrolls have occurred = 58%**

<b>DIVISION</b>	<b>CURRENT ANNUAL BUDGET</b>	<b>EXPENDITURES YEAR TO DATE</b>	<b>FUTURE COMMITMENTS</b>	<b>TOTAL COMMITTED</b>	<b>UNCOMMITTED BALANCE</b>	<b>% OF BUDGET COMMITTED</b>
<b>EDUCATION FUND</b>						
<b>President</b>	\$ 982,990	\$ 444,947	\$ 3,115	\$ 448,062	\$ 534,928	45.58%
<b>Govern. Relations/Board of Trustees</b>	431,230	238,606	23,921	262,527	168,703	60.88%
<b>Executive Vice President</b>						
Executive VP Administration	1,054,831	210,764	-	210,764	844,067	19.98%
Academic Affairs Administration	4,443,476	1,899,940	76,531	1,976,471	2,467,005	44.48%
Business & Technology	16,132,754	8,465,887	178,271	8,644,158	7,488,596	53.58%
Health & Social Sciences	31,804,688	16,605,261	115,259	16,720,520	15,084,168	52.57%
Liberal Arts	22,034,416	11,786,262	32,763	11,819,025	10,215,391	53.64%
Library	9,014,663	4,610,659	150,601	4,761,260	4,253,403	52.82%
Continuing Education	3,073,841	1,308,743	71,487	1,380,230	1,693,611	44.90%
Academic Affairs Total	86,503,838	44,676,752	624,912	45,301,664	41,202,174	52.37%
Student Affairs	15,612,243	7,495,944	173,073	7,669,017	7,943,226	49.12%
Information Technology	15,703,742	8,358,571	725,747	9,084,318	6,619,424	57.85%
Plan & Inst Effectiveness	828,020	391,563	7,011	398,574	429,446	48.14%
<b>Total Executive Vice President</b>	<b>119,702,674</b>	<b>61,133,594</b>	<b>1,530,743</b>	<b>62,664,337</b>	<b>57,038,337</b>	<b>52.35%</b>
<b>Administrative Affairs</b>						
Administrative Affairs Admin.	685,188	296,190	12,874	309,064	376,124	45.11%
Business Affairs	2,049,177	896,965	435,271	1,332,236	716,941	65.01%
Police Department	2,374,712	1,159,273	27,470	1,186,743	1,187,969	49.97%
Finance Office	4,413,152	1,862,526	120,337	1,982,863	2,430,289	44.93%
Facilities/Plant Administration	4,917,016	2,184,521	618,506	2,803,027	2,113,989	57.01%
Risk Management	381,395	119,551	15,887	135,438	245,957	35.51%
General Institutional	13,824,907	6,749,217	60,138	6,809,355	7,015,552	49.25%
<b>Total Administrative Affairs</b>	<b>28,645,547</b>	<b>13,268,243</b>	<b>1,290,483</b>	<b>14,558,726</b>	<b>14,086,821</b>	<b>50.82%</b>
<b>Human Resources</b>	<b>2,771,683</b>	<b>1,301,166</b>	<b>22,534</b>	<b>1,323,700</b>	<b>1,447,983</b>	<b>47.76%</b>
<b>Development &amp; Foundation</b>	<b>1,973,310</b>	<b>874,036</b>	<b>157,007</b>	<b>1,031,043</b>	<b>942,267</b>	<b>52.25%</b>
<b>External Relations</b>	<b>4,454,233</b>	<b>2,197,929</b>	<b>370,756</b>	<b>2,568,685</b>	<b>1,885,548</b>	<b>57.67%</b>
<b>Total Education Fund:</b>	<b>\$ 158,961,667</b>	<b>\$ 79,458,521</b>	<b>\$ 3,398,559</b>	<b>\$ 82,857,080</b>	<b>\$ 76,104,587</b>	<b>52.12%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
<b>Administrative Affairs</b>	<b>\$ 15,223,785</b>	<b>\$ 6,721,668</b>	<b>\$ 2,963,426</b>	<b>\$ 9,685,094</b>	<b>\$ 5,538,691</b>	<b>63.62%</b>
<b>Information Technology</b>	<b>653,856</b>	<b>372,727</b>	<b>234,949</b>	<b>607,676</b>	<b>46,180</b>	<b>92.94%</b>
<b>Total Operations &amp; Maintenance Fund:</b>	<b>\$ 15,877,641</b>	<b>\$ 7,094,395</b>	<b>\$ 3,198,375</b>	<b>\$ 10,292,770</b>	<b>\$ 5,584,871</b>	<b>64.83%</b>
<b>Total General Funds</b>	<b>\$ 174,839,308</b>	<b>\$ 86,552,916</b>	<b>\$ 6,596,934</b>	<b>\$ 93,149,850</b>	<b>\$ 81,689,458</b>	<b>53.28%</b>



## College of DuPage

### FY 2013 & FY 2014 Education Fund Committed Expenditures



COLLEGE OF DUPAGE  
DISPOSAL OF CAPITAL ASSETS  
SUMMARY PAGE  
FOR THE PERIOD OCTOBER 1, 2013 THROUGH DECEMBER 31, 2013

REASON FOR DISPOSAL	NUMBER OF ITEMS	ORIGINAL COST VALUE	PROCEEDS
OBSOLETE	23	\$ 223,070.57	\$ -
DAMAGED	2	14,995.00	-
TOTAL	25	\$ 238,065.57	\$ -

Locations inventoried during the quarter included: CMC Building, BIC/SRC Building

Reviewed at the Board of Trustees Meeting - February 2014



## **9. 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) Faculty Tenure Candidates**
- 8) Reappointment of Administrators**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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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) January 23, 2014 Regular Board Meeting

**SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING MINUTES**

**ITEM(S) ON REQUEST**

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

- a) January 23, 2014 Regular Board Meeting

Gini Cornells 2/6/14  
Administrative Assistant, Office of the President Date

Shandi VanBerk 2/6/14  
Vice President Human Resources Date





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

**MINUTES  
REGULAR BOARD MEETING  
THURSDAY, JANUARY 23, 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 Stephanie Torres and Trustees Erin Birt, Katharine Hamilton, Allison O'Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Absent: Dianne McGuire.

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. APPROVAL OF AGENDA**

Chairman Birt called for a motion to approve tonight's Agenda. Secretary O'Donnell moved, Trustee Savage seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Regular Board Meeting of January 23, 2014. The motion carried unanimously.

**4. PRESENTATIONS**

4. Mark Puchnaitis, Chief of Naperville Fire Department presented an award to Dr. Breuder for his service to First Responders during the five years he has been at the College of DuPage.

**4. A. College Branding Update**

- Joseph Moore, Vice President Marketing and Communications

**5. STUDENT TRUSTEE'S REPORT**

- Attended ICCB-SAC in Springfield
- Main focus for Advocacy Days in May will be \$65 million in MAP grants
- SLC will be holding a coffee connections event on February 4<sup>th</sup>.

**6. PRESIDENT'S REPORT**

- None

**7. COMMENTS FROM COLLEGE OF DuPAGE**

**7. A. COLLEGE OF DUPAGE EMPLOYEES**

- Glenn Hansen, President of the Faculty Association and Faculty Senate, thanked Robert Hazard for his service and welcomed Dr. Richard Jarmon.
- Dr. Richard Jarmon, Vice President of the Faculty Association and Faculty Senate, spoke regarding sustainable energy.

**7. B. COLLEGE OF DUPAGE STUDENTS**

- Michael Batts, President Entrepreneurial Club, spoke regarding COD Business Connect.
- Sam Ortega-Guerrera, President Student Leadership Council, spoke regarding student activities, including assisting Aurora Interfaith Pantry.

**8. COMMENTS**

**8. A. COMMENTS FROM DISTRICT 502 CITIZENS**

- Mark Puchnaitis, Naperville (see Item 4. Presentations)

**8. B. COMMENTS FROM CITIZENS AT-LARGE**

- None

**9. CONSENT AGENDA**

- Chairman Birt asked if there were any Consent Agenda items the Board would like to remove and vote on separately. Hearing none, Trustee Savage moved, Vice Chair Hamilton 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) Tax Levy Collections
- 9. A. 4) Student Trustee Election Timetable

**B. The following items for BOARD APPROVAL:**

- 1) Minutes
  - a) January 23, 2014 Regular Board Meeting
- 2) Financial Reports
  - a) January Treasurer's Report
  - b) Payroll and Accounts Payable Report
  - c) Budget Transfer Report
- 3) Bid Items

- a) The Board of Trustees rejects the bid received for HVAC Capital Equipment & Supplies purchase due to budgetary concerns.

4) Requests for Proposals:  
None

5) Purchase Orders:

- a) FY2013 WDCB Radio Station Audit
- b) Waterleaf Restaurant Meat & Poultry Purchases to Lencioni Wholesale Meats, Wauconda, Illinois for a total annual expenditure of \$60,000.00.
- c) Contractual Fees for Educational Partner MK Education for Fiscal Year 2014 with MK Education (comprised by MRxl Corporation and Kushan LLC), 920 Curtiss Street, Suite 338, Downers Grove, Illinois 60515, for an amount of \$400,000.00 payable upon receipt of specific invoices related to each program and consistent with the terms of the agreement between MK Education and the College, to cover both contractual and supplies fees for providing the Pharmacy Technician, Veterinary Assistant, Dental Assistant and Hemodialysis Technician education programs.

6) Ratify the Personnel Actions.

- a) Ratification of Administrator Appointments
- b) Ratification of Managerial Appointments
- c) Ratification of Classified Appointments
- c) Ratification of Managerial Promotions / Transfers
- e) Ratification of Classified Promotions / Transfers
- f) Ratification of Classified Resignations / Terminations
- g) Ratification of Faculty Retirements

7) In-Kind Donations Quarterly Report

8) Approval for a New Proton Therapy Advanced Certificate Program

**9. C. The following Construction-Related items were approved:**

**1) Ratification of Construction Change Orders**

- **Referendum-Related Projects**

- **CAMPUS ARTWORK – MEDWEDEFF FORGE & DESIGN #001: \$34,282.91.** This change provides payment for the rigging and transportation (\$13,001.59), crane and site protection rentals (\$15,500.00) and erection labor (\$5,781.33) for the APEX sculpture recently completed and installed on the North side of our primary teaching

and learning center, the Berg Instructional Center (BIC). These costs were anticipated at the time the sculpture was commissioned, but could not be finalized until all transportation and erection was completed. *This is an Owner-Requested Scope Change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #209: CREDIT (\$4,651.00).**  
This credit change is for the labor, material, equipment, and supervision that would have been required to install (16) heat detectors per the electrical drawings. The heat detectors are not required by code and all spaces have a full fire sprinkler system installed. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – LEGAT #002: \$32,134.64.** This change is to reconcile Legat Architect's total contract value based on the final cost of construction. This change order takes into account all errors and omissions by the design team. *This is a Reconciliation Scope Change.*

- **Capital Budget Projects**  
**None**

**2) Approval of Construction-Related Change Orders**

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

Discussion was held on the following items:

9.B.5)a) FY2013 WDCB-FM Radio Station Audit. Vice Chair Hamilton indicated that the Board's Audit Committee recommends acceptance of WDCB financial statements.

Trustee Savage suggested the item might be listed elsewhere.

9.B.8) Approval for a New Proton Therapy Advanced Certificate Program. Trustee Svoboda was pleased with the addition of the program.

**10. NEW BUSINESS**

**A. For Information Only:**

- 1) Concealed Carry, Board Policy 15-41

**B. For Approval:**

- 1) Secretary O'Donnell moved and Trustee Svoboda seconded that the Board approve the Illinois Fraternal Order of Police Labor Council (FOP) Contract Extension 2015 through 2017 with 3% increases to the salary pool for Academic Year 2016 and Academic Year 2017. Student Trustee Torres' preference is for the motion. On roll call, voting aye:

Secretary O'Donnell, Trustees Svoboda, Co-Vice Chair Wozniak, Vice Chair Hamilton and Chair Birt. Trustee Savage abstained. Motion carried.

**11. TRUSTEE DISCUSSION ITEMS**

- None

**12. ANNOUNCEMENTS:**

**ACCT Report and ICCTA Report**

Both meetings will be held during the National Legislative Summit, February 10-13, 2014 in Washington D.C.

**Foundation Report**

- None

**Other Announcements**

- Trustee Savage commented on the New Year's Eve festivities held at the Waterleaf and MAC.
- Trustee Svoboda thanked the grounds crews for their efforts.

**13. ADJOURN**

At 8:01 p.m., Chairman Birt noted that, if there was no further business to come before the Board, she would entertain a motion to adjourn. Trustee Svoboda moved, Trustee Savage seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: \_\_\_\_\_  
Allison O'Donnell, Board Secretary

Approved: February 20, 2014

By: \_\_\_\_\_  
Erin Birt, Board Chairman



COLLEGE OF DuPAGE  
REGULAR BOARD MEETING  
STANDARD BOARD APPROVAL

---

1. SUBJECT

Financial Reports.

2. REASON FOR CONSIDERATION

For monthly Board approval and information.

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.

4. RECOMMENDATION

That the Board of Trustees approves the Treasurer's report and Payroll & Accounts Payable report.

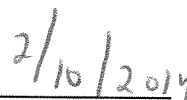
SIGNATURE PAGE FOR FINANCIAL REPORTS

ITEM(S) ON REQUEST

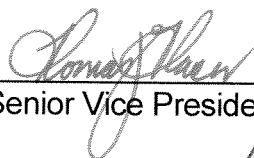
That the Board of Trustees approves the Treasurer's Report and Payroll & Accounts Payable Report.



Assistant Vice President Financial Affairs and Controller



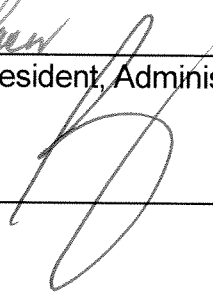
Date



Senior Vice President, Administration and Treasurer



Date

  
President

Date



College of DuPage  
Community College District No. 502  
Treasurer's Report as of January 31, 2014

**MB Financial and Chase Concentration Accounts**

<b>Beginning Balance</b>	\$ 23,936,625
<b>Current Activity</b>	
Cash Receipts	17,905,448
Cash Disbursements	(16,120,065)
Wire Transfer/Bank Charges/Voids	2,777,438
Payroll	(4,162,937)
<b>Total Month Activity</b>	<u>399,884</u>
<b>Ending Balance</b>	<u><u>\$ 24,336,509</u></u>

**Cash**

MB Financial Concentration Account	\$ 13,667,567
Change Funds	17,640
Chase Concentration and Credit Card Accounts	10,668,942
<b>Total Cash</b>	<u><u>\$ 24,354,149</u></u>

**Cash Equivalents**

ILFUNDS	\$ 68
Wheaton NOW Account	16,149,223
Money Market	6,723,973
PFM Liquidity Account	558
Amalgamated Money Market	1,861,044
Chase High Yield	65,985,392
<b>Total Cash Equivalents</b>	<u><u>\$ 90,720,258</u></u>

**Investments**

Time Deposits	\$ 996,000
Northern Trust	20,161,310
PFM	25,740,771
PFM Fair Value Adjustment	(137,782)
IIIT PFM	42,284
ClearArc Capital Managed Portfolio	1,793,984
ClearArc Capital Managed Portfolio Fair Value Adjustment	(292,561)
Other Government Securities	30,000,000
Deutsche Bank	18,068,276
Deutsche Bank Fair Value Adjustment	9
State Street Bank	18,032,188
State Street Fair Value Adjustment	(54,450)
Northern Trust	36,255,055
Northern Trust Fair Value Adjustment	(18,154)
<b>Total Investments</b>	<u><u>\$ 150,586,930</u></u>

<b>Total Cash Equivalents &amp; Investments</b>	<u><u>\$ 241,307,188</u></u>
<b>Total Cash, Cash Equivalents &amp; Investments</b>	<u><u>\$ 265,661,337</u></u>

College of DuPage  
Community College District No. 502  
**PAYROLL AND ACCOUNTS PAYABLE REPORT**  
**CASH DISBURSEMENTS**  
January 31, 2014

**Payroll - January 2014**

	Gross	Net
Advices	\$ 5,982,904	\$ 3,793,639
Checks	516,473	369,298
<b>Total Payroll</b>	<b>\$ 6,499,377</b>	<b>\$ 4,162,937</b>

**% Electronic** 91.1%

**Accounts Payable - January 2014\***

Imprest checks - Vendors	\$ 469,258
Imprest Echecks - Vendors	475,721
Imprest checks - Employees	13,918
Imprest Echecks - Employees	46,914
Imprest checks - Student Refunds	940,173
Imprest Debit Cards - Student Refunds	226,627
Imprest E-commerce - Student Refunds	713,390
<b>Total Imprest</b>	<b>\$ 2,886,001</b>

**% Electronic** 50.7%

Operating checks - Vendors	\$ 330,319
Operating Echecks - Vendors	11,666,829
ACH transfers - Vendors	1,236,916
Wire transfers - Vendors	-
<b>Total Operating</b>	<b>\$ 13,234,064</b>

**% Electronic** 97.5%

**Combined Payroll and Accounts Payable - January 2014**

Total Net Payroll Disbursements	\$ 4,162,937
Total Accounts Payable Disbursements	16,120,065
<b>Total Cash Disbursements</b>	<b>\$ 20,283,002</b>

\*Includes payroll cash disbursements made to vendors and government agencies for employee withholdings.

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

CHECKS ISSUED DURING ACCOUNTING MONTH - JANUARY

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*0136529	Arrow S3	Telecommunications equipment for IT	\$ 28,117.27
IM*0136530	ComEd/Commonwealth Edison	Distribution charges for November-December 2013	93,598.11
IM*0136531	Frank Cooney Company	Reupholstering services for MAC project	28,406.40
IM*0136532	Keb Mo Music, Inc.	Artist fee for MAC performance	20,000.00
IM*0136533	Midway Bldg Services	Janitorial services - November 2013	35,494.32
IM*0136534	POSTMASTER - Glen Ellyn	Replenish USPS permit usage	17,000.00
IM*0136535	Reliance Standard Life Insurance	Payroll deductions Life Insurance November-December 2013	18,478.96
IM*0136535	Reliance Standard Life Insurance	Life Insurance college share November-December 2013	10,994.02
IM*0136535	Reliance Standard Life Insurance	Payroll deductions Long-term disability November-December 2013	8,555.03
IM*0136536	Reserve Account	Postage usage replenishment for November 2013	15,000.00
IM*0136537	Robbins, Schwartz, Nicholas, Lifton & Taylor	Legal fees and services November 2013	20,312.94
IM*0136538	Xerox Corporation	Xerox copier lease/usage fees - November 2013	34,362.08
IM*E0027902	AACC	Annual institution dues 2014	15,490.00
IM*E0027903	Hewlett Packard	HP Workstation computers for IT	209,279.00
IM*E0027904	Michael Walters Advertising	Advertising fees for Spring term 2014	92,421.00
IM*E0027905	North American	Tennant T12 Riding Scrubber for PE Building	19,486.60
IM*E0027906	Power Construction Co.	Construction management services for PE project	1,389,535.00
IM*E0027907	Trimdata Corp.	FA-link fees for IT	17,000.00
IM*E0027966	Aidex Corporation	Analog and Digital Motor Control Teaching set	24,452.00
IM*E0027967	Brookdale Music	Yamaha Grand Piano for Liberal Arts	24,500.00
IM*E0027968	DAOES	Pass through funds from ISBE	160,000.00
IM*E0027969	Interiors for Business	Furnishings for MAC and Library projects	755,853.18
IM*E0027970	K. K. Stevens Co.	Printing services for Continuing Ed Spring 2014 class schedule	18,169.43
IM*E0027971	Krueger International, Inc.	Furnishings for the Academic Computing Center project	181,750.02
IM*E0027972	Loebl Schlossman & Hackl	Professional services for SRC Library project	59,801.60
IM*E0027973	Medwedeff Forge and Design	Design services for sculptural fountain	33,470.29
IM*E0027974	Mortenson Construction	Construction management services for MAC project	718,317.00
IM*E0027975	College of DuPage Faculty Association	Payroll deduction 1/10/14 payroll	23,803.00
IM*E0027976	DuPage Credit Union	Payroll deduction 1/10/14 payroll	45,024.70
IM*E0027977	SURS-State Univ Retirement System	SURS withholding 12/13/13 payroll	253,376.26
IM*E0027977	SURS-State Univ Retirement System	College share SURS health 12/13/13 payroll	13,735.07
IM*E0027977	SURS-State Univ Retirement System	Trust & Federal funds 12/13/13 payroll	2,482.47
IM*E0027978	Valic Retirement Services	Payroll deduction 1/10/14 payroll	117,221.24
IM*E0028067	Community College Health Consortium	Claims for medical insurance plans December 2013	1,228,895.79
IM*E0028068	Ellucian	Intelligent Learning Platform License for IT	54,180.00
IM*E0028069	Follett Higher Education	Pell Bookbills Spring 2014	897,719.48
IM*E0028070	Forms & Surfaces	Universal waste receptacles for campus	25,088.87
IM*E0028071	ICCTA	ICCTA annual dues (2nd half)	27,836.00
IM*E0028072	Johnson Health Tech	Exercising equipment for Athletics	52,311.15
IM*E0028073	Krueger International, Inc.	Furnishings for the MAC project	16,380.40
IM*E0028074	Life Fitness	Exercising equipment for Athletics	22,254.87
IM*E0028075	Medwedeff Forge and Design	Design services for sculptural fountain	22,282.91
IM*E0028076	Mortenson Construction	Construction management services for SRC project	1,173,860.00
IM*E0028077	Nicor Enerchange	Natural gas supply - December 2013	102,039.25
IM*E0028078	Pepper Construction	Construction services for Site Work project	985,519.00
IM*E0028079	Power Construction Co.,	Construction management services for PE project	1,117,987.00
IM*E0028080	Riverside Technologies	HP equipment for the MAC project	39,212.00
IM*E0028081	Custom Sign Consultants	Services for COD chronology & president display wall	40,000.00
IM*E0028500	College of DuPage Faculty Association	Payroll deduction 1/24/14 payroll	23,803.00
IM*E0028501	DuPage Credit Union	Payroll deduction 1/24/14 payroll	43,450.51
IM*E0028502	Valic Retirement Services	Payroll deduction 1/24/14 payroll	119,184.61

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

CHECKS ISSUED DURING ACCOUNTING MONTH - JANUARY

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*E0028528	Corporate Lakes Property	Rental fees December 2013/January 2014	31,110.45
IM*E0028529	Graef	Professional services for SRC project	\$ 20,600.00
IM*E0028530	Michael Walters Advertising	Advertising fees for Spring term 2014	23,500.00
IM*E0028531	Pepper Construction	Construction services for Site Work project	44,929.00
IM*E0028532	Power Construction Co.,	Construction management services for PE project	1,379,517.00
IM*A295	IDES-Magnetic Media Unit	State tax withholding 1/10/14 payroll	125,746.96
IM*A296	Dept of Treasury	Federal Tax withholding 1/10/14 payroll	388,517.19
IM*A296	Dept of Treasury	College share FICA tax withholding 1/10/14 payroll	2,208.29
IM*A296	Dept of Treasury	College share Medicare tax withholding 1/10/14 payroll	40,743.56
IM*A298	Dept of Treasury	Federal Tax withholding 1/24/14 payroll	466,305.35
IM*A298	Dept of Treasury	College share FICA tax withholding 1/24/14 payroll	23,428.96
IM*A298	Dept of Treasury	College share Medicare tax withholding 1/24/14 payroll	46,426.41
IM*A299	IDES-Magnetic Media Unit	State tax withholding 1/24/14 payroll	143,538.88
TOTAL CHECKS, E-CHECKS, ACH & WIRE TRANSFERS ISSUED DURING ACCOUNTING MONTH			<u>\$ 13,234,063.88</u>

**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**SUMMARY OF BIDS**

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There are no Bids to approve this month.



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**SUMMARY OF REQUESTS FOR PROPOSALS**

---

There are no Requests for Proposals to approve this month.





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**SUMMARY OF PURCHASE ORDERS**

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Item 9. B. 5) a) Purchase of Remanufactured Toolroom Lathe

That the Board of Trustees approves the purchase of Remanufactured Toolroom Lathe from Iverson & Company, 441 N. Third Avenue, Des Plaines, IL 60016, for a total expenditure of \$52,750.00.

Item 9. B. 5) b) Site Development Consulting Services for the 2014 Site Work, Infrastructure and Parking Improvements Project

That the Board of Trustees authorizes the President to void the previous award to V3 Companies, dated November 21, 2013 (item 9.B.5)d) and enter into a contract for the Site Development Consulting Services for 2014 Site Work, Infrastructure and Parking Improvements Project with SmithGroupJJR, Inc.(SGJJR) 35 East Wacker Drive, Suite 2200, Chicago Illinois 60601, for a total expenditure not to exceed \$389,200.00, including additional fees and reimbursable expenses.

Item 9. B. 5) c) Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project

That the Board of Trustees authorizes the President to enter into a contract for Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project with Power Construction Company, LLC 2360 Palmer Drive, Schaumburg, Illinois 60173, for a total expenditure not to exceed \$384,057.00, including reimbursable expenses.

Item 9. B. 5) d) Contractual Fees for Educational Partner Career Step, LLC for Fiscal Year 2014

That the Board of Trustees approve the Fiscal Year 2014 amount of \$50,000.00 with Career Step, LLC, 4692 N 300 W. Suite 150, Provo, UT 84604, payable upon receipt of specific invoices related to each program and consistent with the terms of the agreement between

Career Step, LLC and the College, to cover contractual fees for providing online health care education programs.

Item 9. B. 5) e) Rental Fees for Community Christian Church (Yellow Box), Summer 2013

That the Board of Trustees approve the amount of \$30,000.00 to Community Christian Church, 1635 Emerson Lane, Naperville IL, 60540, payable upon receipt of invoice for rental fees from June 3, 2013 to August 9, 2013.



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. SUBJECT

Purchase of Remanufactured Toolroom Lathe.

2. BUDGET STATUS

Funds in the amount of \$52,750.00 are provided by the Manufacturing Technology – Instructional budget # 01-10-00089-5806001.

3. BACKGROUND INFORMATION

This item represents the purchase of a used remanufactured Hardinge HLV-H Toolroom Lathe. This purchase will replace existing equipment that is over 15 years old and is in disrepair. It will also provide the newest technology in machine turning processes along with enabling students to obtain the skills needed as they enter advanced manufacturing. This machine will be used by the 60 students in MANUF 1151 and 1153 each semester. This purchase will also benefit the College of DuPage as the existing instructional equipment is costly to repair and instructor's and lab aid's time will be spent on other projects. All parts are covered for one year from the date of shipment.

The lathe will be operated and maintained by Manufacturing Technology Faculty. The estimated useful life of this equipment is 25 years.

This purchase complies with State Statute, Board Policy and Administrative Procedures. The purchase of previously owned equipment is exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.


4. RECOMMENDATION

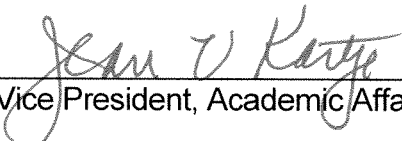
That the Board of Trustees approves the purchase of Remanufactured Toolroom Lathe from Iverson & Company, 441 N. Third Avenue, Des Plaines, IL 60016, for a total expenditure of \$52,750.00.


SIGNATURE PAGE FOR REMANUFACTURED TOOLROOM LATHE


ITEM(S) ON REQUEST


That the Board of Trustees approves the purchase of Remanufactured Toolroom Lathe from Iverson & Company, 441 N. Third Avenue, Des Plaines, IL 60016, for a total expenditure of \$52,750.00.

  
\_\_\_\_\_  
Dean, Business & Technology  
1/29/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Vice President, Academic Affairs  
1-29-14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director, Business Affairs  
1-30-14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
1/31/2014  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Vice President Human Resources  
2/6/14  
\_\_\_\_\_  
Date



COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

---

1. SUBJECT

Site Development Consulting Services for the 2014 Site Work, Infrastructure and Parking Improvements Project.

2. BUDGET STATUS

The estimated costs of \$389,200 associated with the design services for the 2014 site development projects will be funded from the Bond Referendum Site and Grounds Project budget number 03-90-36822-5303001.

3. BACKGROUND INFORMATION

At the November 21, 2013 Board meeting, the Board approved a contract with V3 Companies to provide Site Development Consulting Services for the 2014 Site Work, Infrastructure and Parking Improvement Projects. Due to circumstances the College has with V3 Companies on another project, we are recommending that the previous award to V3 Companies be voided. The College has not yet entered into a contract or paid any fees on this award.

It is now recommended that SmithGroupJJR, Inc.(SGJJR) replace V3 Companies in this role. Staff negotiated a fee with this firm, based on the same scope of work, that is \$13,164 less than what V3 Companies was to charge the College.

The design fees for these projects include schematic design, design development, construction documents, bidding, construction administration, value engineering, schedule achievement, and project close out.

This purchase complies with State Statute, Board Policy and Administrative Procedures. The Local Government Professional Services Selection Act process is not required when a satisfactory

SmithGroupJJR has provided the College with design services in the past and has performed very well.

The 2014 Site Development Plan is comprised of campus-wide infrastructure improvements, parking lot replacements, site work associated with building construction and campus enhancements. The 2014 initiatives include: (i) Exterior Perimeter Improvements at TEC East, Generator Plant, SRC main entry; (ii) Repair and resurfacing of College Lot 2 following the removal of construction trailers; (iii) Infrastructure projects include repair and grading at the perimeter of the baseball fields and installation of the West Campus Connector Roadway and MAC Entry Drive Resurfacing.

The designs will include grading, infrastructure, utilities, paving, landscaping, irrigation, lighting, electrical, hardscape, storm water improvements, permitting and sitework to create a functional, cohesive, and more easily maintained environment for the campus.

4. **RECOMMENDATION**

That the Board of Trustees authorizes the President to void the previous award to V3 Companies, dated November 21, 2013 (Item 9.B.5)d) and enter into a contract for the Site Development Consulting Services for 2014 Site Work, Infrastructure and Parking Improvements Project with SmithGroupJJR, Inc. (SGJJR) 35 East Wacker Drive, Suite 2200, Chicago Illinois 60601, for a total expenditure not to exceed \$389,200.00, including additional fees and reimbursable expenses.

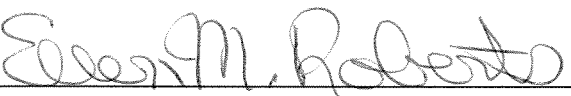



SIGNATURE PAGE SITE DEVELOPMENT CONSULTING SERVICES FOR  
THE 2014 SITE WORK, INFRASTRUCTURE AND PARKING  
IMPROVEMENTS PROJECT


ITEM(S) ON REQUEST

That the Board of Trustees authorizes the President to void the previous award to V3 Companies, dated November 21, 2013 (item 9.B.5)d) and enter into a contract for the Site Development Consulting Services for 2014 Site Work, Infrastructure and Parking Improvements Project with SmithGroupJJR, Inc.(SGJJR) 35 East Wacker Drive, Suite 2200, Chicago Illinois 60601, for a total expenditure not to exceed \$389,200.00, including additional fees and reimbursable expenses.

  
\_\_\_\_\_  
Director, Facilities Planning & Development  
2-4-14  
Date

  
\_\_\_\_\_  
Director, Business Affairs  
2-4-14  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
2/7/2014  
Date

  
\_\_\_\_\_  
Executive Vice President  
2-7-14  
Date





COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

---

1. SUBJECT

Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project.

2. BUDGET STATUS

The estimated costs of \$384,057 associated with the Construction Management Services for the 2014 site development projects will be funded from the Bond Referendum Site and Grounds Project budget number 03-90-36822-5303001.

3. BACKGROUND INFORMATION

The 2014 Site Development Plan is comprised of campus-wide infrastructure improvements, parking lot repair and resurfacing, site work associated with building construction and campus enhancements. The 2014 initiatives include: (i.) Exterior Perimeter Improvements at TEC East, Generator Plant, SRC main entry; (ii.) Repair and resurfacing of College parking lot 2 following the removal of construction trailers; (iii.) Infrastructure projects include repair and grading at the perimeter of the baseball fields and installation of the West Campus Connector Roadway and MAC Entry Drive Resurfacing.

Work to be performed under this contract will include complete Construction Management Services required to manage the services of the civil design engineering firm.

Following are brief descriptions of each project, including but not limited to:

1. TEC Building Perimeter Improvements

This project will complete the enhancement of the front of the TEC Building site. The scope of the work for this project will include: minor underdrain installation, minor storm sewer improvements, landscape installation, and minor irrigation improvements.

2. West Campus Connector Roadway including the Automatic Transfer Override (ATO) Switch Gear Drainage and Serviceability Enhancements

As part of the west campus master plan, a connector roadway connecting College Road and Fawell Blvd. is planned. This project will complete the west campus loop roadway thus allowing circumnavigation of the campus. This project will provide more convenient access for students seeking parking and will improve circulation for staff, students and visitors on the west side of campus. This new roadway will also provide access for future development, as well as access to the electrical service facilities. The scope of the construction work will include: grading, drainage, utility improvements, curb and gutter, sidewalks, asphalt roadway pavement, landscaping, irrigation and lighting improvements.

The ATO provides a dual electrical feed to the west side of campus to ensure that electrical service is provided to campus buildings and parking lots at all times. The existing conditions at this location do not provide adequate drainage and protection for this equipment. This project will include regrading, the development of an access pad, drainage enhancements, consideration of a security enclosure and landscape screening of the existing automatic transfer switch and electrical equipment at this location.

3. Baseball Field Perimeter Improvements

This project will modify the existing grading and landscaping around the baseball field to remedy significant drainage issues and enhance the site to bring this area up to the current campus design standards. The scope of the construction work will include drainage, grading installation, sidewalk/path installation, landscaping, irrigation and lighting (as necessary) improvements.

4. Paving Repairs, College Lot 2 North

There is an existing low area in the parking lot that does not drain properly. It is believed that the pavement in this area has settled and will require reconstruction in order to eliminate the low area. The scope of the construction work for this project will include: pavement removal and patching, as well as complete asphalt replacement.

5. Landscape Improvements – East Campus Generator Plant, HSC north side and SRC entrance.

The landscaping surrounding this building was deleted from the 2013 site. Improvement plan to enable the College to improve the appearance of the generator plant. The scope of the work for this project will include: excavation, topsoil and planting mix placement, underdrain installation, minor storm sewer improvements, landscape installation and restoration, and minor irrigation improvements.

6. Water Hydrant for Maintenance Yard

Install a yard hydrant to be used for more efficient filling of water trucks and other maintenance uses. (The exact location will be coordinated with the College maintenance staff.) The proposed hydrant will be connected to either the existing water main located north of the CMC Building or the interior water service within the CMC Building, whichever proves most cost effective.

7. SRC North Entrance Planter Trees

Install shade trees that can be dug only in the Spring within the existing planters (constructed during 2013 program) at the north side of the SRC Building.

8. MAC Entry Drive Resurfacing

Grind and replace, pavement at the entry drive at the main theater.

Staff reviewed several proposals for this work and, based upon being the lowest qualified proposal for services based on a percentage of the estimated cost of construction, Power Construction Company, LLC is being recommended.

Construction Management Services under this contract will include but not be limited to:

- Pre-Construction Phase Services: Administration, estimating, quality control, scheduling, value engineering/construction reviews, safety and bidding.
- Construction Phase Services: General administration, trade contractor supervision/coordination, schedule, quality, safety, reporting/communication, project accounting and request for information/submittals.
- Occupancy Services: Punch list, O&M Manual/Record documents and as-builts, training/start up and warranties.

These fees were negotiated to be consistent with fees paid for past projects with similar team structures and are within industry ranges for negotiated fees for works of this type.

These purchases comply with State Statute, Board Policy and Administrative Procedures. The Local Government Professional Services Selection Act process is not required when a satisfactory relationship exists between the design firm and the public entity. Power Construction Company, LLC has provided the College with design services in the past and has performed very well.

#### 4. RECOMMENDATION

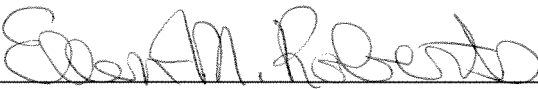
That the Board of Trustees authorizes the President to enter into a contract for Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project with Power Construction Company, LLC 2360 Palmer Drive, Schaumburg, Illinois 60173, for a total expenditure not to exceed \$384,057.00, including reimbursable expenses.


SIGNATURE PAGE FOR CONSTRUCTION MANAGEMENT SERVICES FOR  
THE 2014 SITE WORK, INFRASTRUCTURE AND PARKING  
IMPROVEMENTS PROJECT

ITEM(S) ON REQUEST

That the Board of Trustees authorizes the President to enter into a contract for Construction Management Services for the 2014 Site Work, Infrastructure and Parking Improvements Project with Power Construction Company, LLC 2360 Palmer Drive, Schaumburg, Illinois 60173, for a total expenditure not to exceed \$384,057.00, including reimbursable expenses.

 2-4-14  
\_\_\_\_\_  
Director, Facilities Planning & Development Date

 2-4-14  
\_\_\_\_\_  
Director, Business Affairs Date

 2/6/2014  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer Date

 2-7-14  
\_\_\_\_\_  
Executive Vice President Date







**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. SUBJECT

Contractual Fees for Educational Partner Career Step, LLC for Fiscal Year 2014.

2. BUDGET STATUS

Funds in the amount of \$50,000.00 are being provided by the Continuing Education, Business Solutions budget as follows:

FA 13 Term actual expense funds in the amount of \$23,334.00:

Career Step, LLC Instructional Service Contracts (05-63-69001-5308001)

SP 14/SU14 Terms projected expense funds in the amount of \$26,666.00:

Career Step, LLC Instructional Service Contracts (05-63-69001-5308001)

3. BACKGROUND INFORMATION

College of DuPage Continuing Education (CE) and Career Step, LLC have been partnering since October 2012 to provide quality online health care programs.

COD enrolled 10 students from the program beginning in October 2012 to June 2013. Enrollments expanded to 15 for the six-month timeframe from July 2013 to December 2013 with interest continuing to grow.

During fiscal year 2014, fees are estimated at a not-to-exceed amount of \$50,000.00.

This partnership allows both traditional and non-traditional students the opportunity to take an online, non-credit training program geared to support immediate employment or advancement within the high-growth health care field. This allows students the opportunity to complete the training in a flexible format. The partnership allows College of DuPage students seeking additional credentials to strengthen their resumes and skill sets. Strong program growth has pushed program expenses beyond the threshold that requires Board of Trustee approval.

4. RECOMMENDATION


That the Board of Trustees approve the Fiscal Year 2014 amount of \$50,000.00 with Career Step, LLC, 4692 N 300 W. Suite 150, Provo, UT 84604, payable upon receipt of specific invoices related to each program and consistent with the terms of the agreement between Career Step, LLC and the College, to cover contractual fees for providing online health care education programs.


SIGNATURE PAGE FOR CONTRACTUAL FEES FOR EDUCATIONAL PARTNER  
CAREER STEP, LLC FOR FISCAL YEAR 2014.

ITEM(S) ON REQUEST

That the Board of Trustees approve the Fiscal Year 2014 amount of \$50,000.00 with Career Step, LLC, 4692 N 300 W. Suite 150, Provo, UT 84604, payable upon receipt of specific invoices related to each program and consistent with the terms of the agreement between Career Step, LLC and the College, to cover contractual fees for providing online health care education programs.

 2-3-14  
\_\_\_\_\_  
Vice President, Academic Affairs Date

 2-4-14  
\_\_\_\_\_  
Director, Business Affairs Date

 2/6/2014  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer Date

 2-7-14  
\_\_\_\_\_  
Executive Vice President Date





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. SUBJECT

Rental Fees for Community Christian Church (Yellow Box), Summer 2013.

2. BUDGET STATUS

Funds in the amount of \$30,000.00 are being provided by the Continuing Education budget as follows:

Elementary Education CE Rental Facility (05-62-62002-5601001)

\$10,000.00

Youth Camps CE Rental Facility (05-62-62008-5601001)

\$20,000.00

3. BACKGROUND INFORMATION

College of DuPage Continuing Education (CE) has historically rented classroom/program space at off-campus facilities within Naperville and other targeted communities. These facility rental expenditures are part of the annual institutional planning and budgetary process.

In Summer 2013, CE offered Youth Camp, Talent Search and Middle School programming through a rental agreement with Yellow Box in Naperville. This facility, ideally located between central and south Naperville, provides enough instructional space to offer the full complement of youth programming along with the flexibility for expansion to meet enrollment demands. In SU13, the Yellow Box location generated 576 CE enrollments for a total of \$124,986 in tuition and fees. In addition to generating revenue to support College of DuPage sustainability, Continuing Education's Youth Academy serves non-college-age students and their families to augment their K-12 educational experience. This program also introduces families to the College of DuPage programs and services. Total SU13 enrollments for the Youth Academy were 2,703 and brought in gross tuition and fees revenue of \$719,113. Future planning involves growing the Naperville Youth Academy offerings.



4. RECOMMENDATION


That the Board of Trustees approves the payment of \$30,000.00 to Community Christian Church, 1635 Emerson Lane, Naperville IL, 60540, payable upon receipt of invoice for rental fees from June 3, 2013 to August 9, 2013.


SIGNATURE PAGE FOR RENTAL FEES FOR COMMUNITY CHRISTIAN  
CHURCH SUMMER 2013

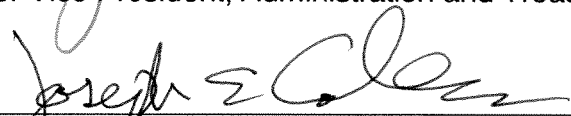
ITEM(S) ON REQUEST

That the Board of Trustees approves the payment of \$30,000.00 to Community Christian Church, 1635 Emerson Lane, Naperville IL, 60540, payable upon receipt of invoice for rental fees from June 3, 2013 to August 9, 2013.

 2-3-14  
\_\_\_\_\_  
Vice President, Academic Affairs Date

 2-4-14  
\_\_\_\_\_  
Director, Business Affairs Date

 2/6/2014  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer Date

 2-7-14  
\_\_\_\_\_  
Executive Vice President Date



**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 Classified Promotions / Transfers
- d) Ratification of Managerial Resignations / Terminations
- e) Ratification of Classified Resignations / Terminations

4. **RECOMMENDATION**

That the Board of Trustees ratifies the Faculty Appointments; Classified Appointments; Classified Promotions / Transfers; Managerial Resignations / Terminations; and Classified Resignations / Terminations.

**Consent Agenda**  
**Item 9. B. 6)**  
**February 20, 2014**

**APPOINTMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<b><u>FACULTY</u></b>					
Shannon Brown	Instructor, Education	Social and Behavioral Sciences	08/20/2014	New Hire Full Time	\$57,957
<b><u>CLASSIFIED</u></b>					
Tammy Donaldson	Campus Scheduling Specialist	Curriculum - Central Scheduling	01/27/2014	New Hire Full Time	\$34,320
Tiffney Gonzalez	Financial Aid Assistant	Student Financial Aid	02/24/2014	New Hire Part Time	\$22,943
Robert Marek	Accountant I	Financial Affairs	01/21/2014	New Hire Full time	\$49,350
Benjamin Maxwell	Laboratory Assistant	Athletics	01/13/2014	New Hire Part Time	\$15,714
Pauline Molenda	Administrative Assistant II	Library	02/21/2014	New Hire Part Time	\$15,547
Zachary Person	Program Manager – International Trade Center	Center for Entrepreneurship	02/03/2014	New Hire Full Time	\$60,000
Daniel Santoyo	Enrollment Associate – Administrative Assistant III	Admissions & Information Services	02/03/2014	New Hire Part Time	\$14,653
Derek Sulo	Laboratory Assistant	Athletics	01/22/2014	New Hire Part Time	\$15,714

**APPOINTMENTS - Continued**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<u>CLASSIFIED</u> - continued					
Bridget Taylor	Analyst – Institutional Analytics	Research & Analytics	02/10/2014	New Hire Full Time	\$70,000
Julie Thompson	Laboratory Assistant	Athletics	01/13/2014	New Hire Part Time	\$15,714
Laura Weiland	Administrative Assistant V	Business Affairs	01/15/2014	New Hire Full Time	\$41,600

**PROMOTIONS / TRANSFERS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<u>CLASSIFIED</u>					
Aaron Harwig	Library Assistant IV	Library	01/15/2014	Promotion Full Time	\$49,878
Audrey Schlifke	Lead Systems Analyst/ Programmer	Information Systems	02/03/2014	Transfer Full Time	\$99,765

**Consent Agenda**  
**Item 9. B. 6)**  
**February 20, 2014**

**RESIGNATIONS / TERMINATIONS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<b><u>MANAGERIAL</u></b>					
Danielle Conlee	Testing Office Supervisor	Testing Center	02/28/2014	Resignation	11 Yrs. 1 Mos.
<b><u>CLASSIFIED</u></b>					
Arturo Granados	Dishwasher	Culinary & Hospitality	01/09/2014	Resignation	2 Yrs. 4 Mos.
Chris Perchatsch	Health Program Simulation	Nursing	01/31/2014	Resignation	1 Yrs. 2 Mos.
Michelle Myers	Administrative Assistant V	Health & Science	01/23/2014	Resignation	0 Yrs. 2 Mos.
Laura Sievers	Administrative Assistant IV	Registration	01/17/2014	Resignation	2 Yrs. 11 Mos.
Judy Speciale	Instructional Assistant III	Learning Commons	01/09/2014	Resignation	11 Yrs. 0 Mos.
Karen Yamasaki	Library Assistant III	Library	02/01/2014	Resignation	16 Yrs. 4 Mos.

**COLLEGE of DUPAGE**  
**POSITION STATISTICS FOR RECOMMENDED CANDIDATE**

**POSITION:** Instructor, Education

**DEPARTMENT:** Social and Behavioral Sciences

**CANDIDATE:** Shannon Brown

**SEARCH COMMITTEE:** Marianne Hunnicutt (Chair), Susan Harris-Mitchell, Lois Stanciak, Jean Zaar,  
April Zawlocki

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
Chronicle of Higher Education	10/2013
Inside Higher Education	10/2013
CareerBuilder	10/2013
Diverse Education	10/2013

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	40
Number of candidates who did not meet minimum requirements	16
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	11
Number of candidates interviewed	10
Number of diverse candidates interviewed	2



**COLLEGE of DUPAGE**

**PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES**

**CANDIDATE:** Shannon Brown

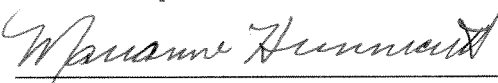
**POSITION:** Instructor, Education

**PREPARATION:** MA School Improvement Leadership,  
Olivet Nazarene University, 2008

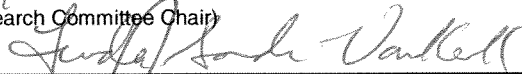
**MAJOR AREAS:** School Improvement Leadership

**EXPERIENCE:** Bryant Elementary School  
Principal  
2012-Present  
Ernest J. Kolb Elementary School  
Assistant Principal  
2011-2012  
Elwood School  
Science Teacher/Assessment Coordinator  
2006-2011

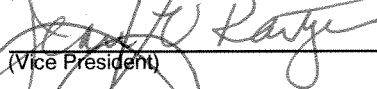
**RECOMMENDED BY:**



(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)

(President)

**RANK AND SALARY:**

Range A, Step 5: \$57,957

**DATE OF HIRE:**

August 20, 2014

COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

---

1. SUBJECT

Faculty Tenure Candidates.

2. REASON FOR CONSIDERATION

Awarding of faculty tenure requires Board approval.

3. BACKGROUND INFORMATION

Awarding of tenure is contained in the Faculty Contract. The recommendations presented herein have received the support of the appropriate Associate Dean, the Dean, the Vice President for Academic Affairs and the Executive Vice President. The President recommends the awarding of tenure to the eight (8) full-time faculty members listed herein.

4. RECOMMENDATION

That the Board of Trustees approves tenure for members of the faculty at the end of their probationary years of employment at College of DuPage as indicated below:

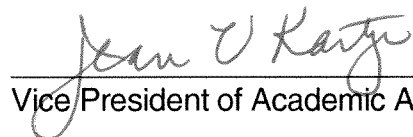
1. Tim Caldwell, Fire Science, Health & Sciences
2. Deanna Davisson, Criminal Justice, Health & Sciences
3. Samuel Mitrani, History, Liberal Arts
4. James Mulyk, Culinary, Business & Technology
5. Mirta Pagnucci, Languages, Liberal Arts
6. Sarah Poston, Speech, Liberal Arts
7. William (Gary) Roby, Chemistry, Health & Sciences
8. Derrick Willis, Anthropology, Health & Sciences

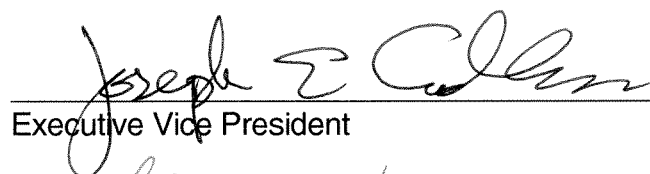
SIGNATURE PAGE FOR FACULTY TENURE CANDIDATES

ITEM(S) ON REQUEST

That the Board of Trustees approves tenure for members of the faculty at the end of their probationary years of employment at College of DuPage as indicated below:

1. Tim Caldwell, Fire Science, Health & Sciences
2. Deanna Davisson, Criminal Justice, Health & Sciences
3. Samuel Mitrani, History, Liberal Arts
4. James Mulyk, Culinary, Business & Technology
5. Mirta Pagnucci, Languages, Liberal Arts
6. Sarah Poston, Speech, Liberal Arts
7. William (Gary) Roby, Chemistry, Health & Sciences
8. Derrick Willis, Anthropology, Health & Sciences

 \_\_\_\_\_  
Vice President of Academic Affairs  
Date 1/31/14

 \_\_\_\_\_  
Executive Vice President  
Date 1/31/14

 \_\_\_\_\_  
Vice President Human Resources  
Date 2/6/14

COLLEGE OF DUPAGE  
REGULAR BOARD MEETING  
STANDARD BOARD APPROVAL

---

1. SUBJECT

Reappointment of Administrators.

2. REASON FOR CONSIDERATION

Board Action is required to appoint administrators for each fiscal year.

3. BACKGROUND INFORMATION

In accordance with Board Policy 15-240, Administrative Assignment, all administrators are appointed annually upon recommendation of their supervisor and with the approval of the President and the Board of Trustees. A list of administrators and their titles to be appointed for one (1) year appointments for fiscal year 2014-2015, two (2) year appointments for fiscal years 2014-2016 and for those currently with a two (2) year appointment, approval of an additional one (1) year appointment for fiscal year 2015-2016, which continues the two (2) year appointment cycle, is attached. Also listed are current administrative vacancies.

4. RECOMMENDATION

That the Board of Trustees approves the reappointment of administrators on the list provided for the 2014-2015, 2014-2016 and 2015-2016 fiscal years.

SIGNATURE PAGE FOR APPROVAL OF REAPPOINTMENT OF  
ADMINISTRATORS.

ITEM(S) ON REQUEST

That the Board of Trustees approves the reappointment of administrators on the list provided for the 2014-2015, 2014-2016 and 2015-2016 fiscal years.

Linda Lardi - Vaillet 2/3/14

Vice President, Human Resources

Date

Clara Shaw for President Robert L. Brunk 2/6/2014

Senior Vice President, Administration and Treasurer

Date

**COLLEGE OF DuPAGE**  
**2014-2015 ADMINISTRATORS**

	<u><b>NAME</b></u>	<u><b>CURRENT TITLE</b></u>
◇	Abromitis, Barbara	Director, Grants
#	Awuah, Emmanuel	Associate VP Academic Affairs
+	Benté, James	Vice President, Planning & Institutional Effectiveness
+	Berliner, Donna	Assistant Vice President, Information Systems
#	Brady, Thomas	Associate Dean/Director Homeland Security Training Institute
+	Brod, Cathy	Vice President for Development & Executive Director, COD Foundation
+	Cameron, Thomas	Dean, Health & Sciences
+	Cassidy, Joseph	Dean, Continuing Education/Extended Learning
+	Collins, Joseph	Executive Vice President
#	Collins, Mark	Assistant Dean, Adjunct Faculty Support
#	Coup, Brett	Associate Dean, Instructional Technology
+	Currier, Charles	Vice President, Information Technology
+	Dowling, Earl	Vice President, Student Affairs
+	Fay, Kristine	Associate Dean, Business
+	Glaser, Tom	Senior Vice President, Administration & Treasurer
+	Gukenberger, Vickie	Associate Dean, Nursing & Health Sciences
#	Hunnicut, Marianne	Associate Dean, Social & Behavioral Sciences
+	Igyarto, Mia	Director, Labor & Employee Relations
+	Jorgensen, Laurette	Director, Marketing & Creative Services
#	Kartje, Jean	Vice President, Academic Affairs
■	Kronenburger, John	Associate Dean, Technology
#	Kuhn, Karen	Assistant Vice President, Development
+	Lloyd, Daniel	Dean, Liberal Arts
■	Ma, Jim	Director, Facilities Operations
+	Martin, Susan	Dean, Student Development
#	Martinez, Diana	Director, McAninch Arts Center
+	Martner, James	Internal Auditor
+	Millush, Mary Ann	Director, Legislative Relations and Special Assistant to the President
+	Moore, Joseph	Vice President, Marketing & Communications
#	Mullin, Joseph	Chief of Police
■	Ortiz, Laura	Associate Dean, Humanities and Speech Communication
#	Overstreet, Kirk	Assistant Dean, Adjunct Faculty Support
#	Roberts, Ellen	Director, Business Affairs
+	Sands-Vankerk, Linda	Vice President, Human Resources
+	Sapyta, Lynn	Assistant Vice President, Financial Affairs and Controller
#	Schmiedl, Bruce	Director, Facilities Planning and Development
■	Schrader, Thomas	Associate Dean, Math & Physical Sciences
+	Smith, Jane	Director, Enrollment Services and Registrar
+	Solt, Karen	Associate Dean, Health & Biological Sciences
#	Stewart, Donna	Dean, Business & Technology
■	Sutton, Ellen	Dean, Learning Resources
#	Ye, Eugene	Director, Research & Analytics
+	Zakowski, Paul	Associate Dean, Physical Education & Athletic Director
+	Current Two (2) year appointment per Board Policy # 15-240 through 6/30/2015; approve additional year through 6/30/2016	
■	Two (2) year appointment per Board Policy # 15-240 through 6/30/2016	
◇	Two (2) year appointment per Board Policy # 15-240 through 6/30/2016 per exception	
#	One (1) year appointment per Board Policy # 15-240 through 6/30/2015	

**Administrative Vacancies**

Director, Financial Aid

Associate Dean, English and Academic ESL

Associate Dean, Learning Resources and Director of COD Library



## **9. 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

*Owner-Requested Scope Change:* CMC, Pepper #210.

Capital Budget Projects

*None*

4. RECOMMENDATION

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

## SUMMARY OF RATIFICATION OF CONSTRUCTION-RELATED CHANGE ORDERS

### REFERENDUM-RELATED PROJECTS

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #210: \$4,803.00.** This change is for the labor, material, equipment, and supervision required to increase the floor grit finish in the shop area. The rougher top coat allows for a safer work environment to avoid slipping on wet surfaces. *This is an Owner-Requested Scope Change.*


### 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 attached Summary for February, 2014.

2.4.14  
Director Facilities Planning and Development Date

2/6/2014  
Senior Vice President, Administration and Treasurer Date

2/7/14  
Executive Vice President 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

*Owner-Requested Scope Change: BIC Motor Control Center, McWilliams Electric #001.*

4. RECOMMENDATION

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

## SUMMARY OF APPROVED CONSTRUCTION-RELATED CHANGE ORDERS

### REFERENDUM-RELATED PROJECTS

None

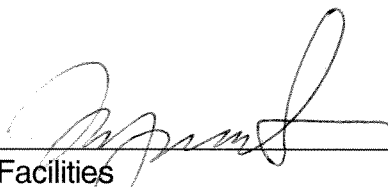
### CAPITAL BUDGET PROJECTS

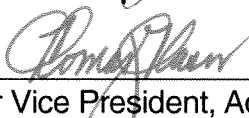
- **BIC MOTOR CONTROL CENTER – McWILLIAMS ELECTRIC #001: \$7,580.00.**  
This change provides payment for the temporary power for the heating pumps in the BIC while the MCC's were replaced. These costs were anticipated at the time of design but we didn't know if they would be needed since it was weather dependent. Since this year's temperatures were much colder than last year's we needed the temporary power to keep the building warm. *This is an Owner's Requested Scope Change.*

**SIGNATURE PAGE FOR CONSTRUCTION-RELATED CHANGE ORDERS**

ITEM(S) ON REQUEST

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

  
\_\_\_\_\_  
Director Facilities  
1/31/14  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
2/6/2014  
Date

  
\_\_\_\_\_  
Executive Vice President  
2/7/14  
Date





**10. NEW BUSINESS**

**A. For INFORMATION**



**COLLEGE OF DuPAGE**  
**REGULAR BOARD MEETING**

**NEW BUSINESS INFORMATION**

---

There is no New Business Information this month.



## **10. NEW BUSINESS**

### **B. For APPROVAL**

- 1. Concealed Carry, Board Policy 15-41**
- 2. Local No. 399, International Union of Operating Engineers Contract extension 2015 through 2017**
- 3. Tuition and Fees FY2015**



**COLLEGE OF DUPAGE  
SPECIAL BOARD MEETING**

**NEW BUSINESS APPROVAL**

---

1. **SUBJECT**

Concealed Carry, Board Policy 15-41.

2. **REASON FOR CONSIDERATION**

Board approval is required to enact College policy.

3. **BACKGROUND INFORMATION**

In accordance with Board Policy 5-85, Formulation of Board Policy, *The Board will continually monitor existing policies of the College to ensure their currency and applicability to existing conditions and will update as necessary and appropriate.*

Board Policy 15-41 has been established in accordance with the recently passed *Illinois Firearm Concealed Carry Act, 430 ILCS 66/5 et seq.*

Board Policy 15-41, Concealed Carry was placed on the January 23, 2014 Board of Trustees agenda for information and first reading. Attached is the proposed Board Policy 15-41, Concealed Carry. It contains comments as noted.

4. **RECOMMENDATION**

That the Board of Trustees approves Board Policy 15-41, Concealed Carry.



SIGNATURE PAGE FOR APPROVAL BOARD POLICY 15-41

ITEM ON REQUEST

That the Board of Trustees approves Board Policy 15-41, Concealed Carry.



2/6/2014

Senior Vice President Administration and Treasurer

Date



2/7/14

Executive Vice President

Date



## **Concealed Carry**

### **1. Statement of Purpose**

The College of DuPage, Community College District No. 502 ("College") hereby establishes this Concealed Carry Policy (hereafter referred to as the "Policy") pursuant to the 2013 Illinois Firearm Concealed Carry Act, 430 ILCS 66/5 et seq. (the "Act"). The College is committed to providing a safe and secure environment for the College community and its guests. In support of this commitment, the College establishes restrictions on the ability to carry firearms or weapons on the College campus in accordance with the College's authority to promulgate rules and regulations under the Act.

### **2. Persons Covered by this Policy**

This Policy applies to all employees, students, persons conducting business or individuals visiting the College campus, as the term "campus" is defined in this Policy. Visitors include, but are not limited to, prospective students, former students and their representatives.

### **3. Prohibited Activities**

#### **A. Weapons or Firearms**

The College maintains a weapons and firearms-free Campus. "Campus" means the College's campus at 425 Fawell Blvd., Glen Ellyn, Illinois and includes all sites, whether owned, leased or controlled by the College where College programs, activities and classes are held. No person covered by this Policy, unless authorized by law or specifically exempted by federal or state law or College regulation, is authorized to possess a weapon or firearm while engaged in College-related business or activities. The term "campus" also means the satellite campuses at 301 S. Swift Road, Addison, Illinois, at 500 N. Kuhn Road, Carol Stream, Illinois, at 2525 Cabot Drive, Suite 201, Lisle, Illinois, at 1223 Rickert Drive, Naperville, Illinois, at 650 Pasquinelli Drive, Westmont, Illinois, and at any other locations that may hereafter be established.

It is the Policy of the College to prohibit:

- (1) Any person covered by this Policy from possessing a weapon or firearm on property **owned, leased or controlled by the College**, even if that person has a valid federal or state license to possess a weapon or firearm. Property owned, leased or controlled by the College includes any, building, classroom, laboratory, medical clinic, hospital, artistic venue, or entertainment venue whether owned, leased or operated by the College, and any real property, including parking areas, sidewalks and common areas under the control of the College. **It also includes** ~~This Policy also applies to~~ all College-related organization property whether leased or owned by the College and all College-officially-recognized organization property whether leased or owned by the College.
- (2) Any person covered by this Policy from displaying, brandishing, discharging or otherwise using any and all weapons or firearms, including concealed weapons or firearms **on property owned, leased or controlled by the College as specified above.**

## B. Exceptions

The provisions of this Policy do not apply to the possession of weapons or firearms in College vehicles, College buildings, on College grounds, or at any College-sponsored activity if the possession of weapons or firearms is related to one of the following exceptions:

- (1) The weapon or firearm is used in connection with a weapons safety course, weapons education course, military science or law enforcement training course offered by the College and/or approved and authorized by the College.
- (2) The weapon or firearm is carried by a full-time law enforcement officer required to carry a weapon or firearm as a condition of his or her employment; the weapon or firearm is carried by an enforcement officer from an external agency conducting official business at the College; or for any other exception deemed necessary as determined by the Chief of the College Police.
- (3) The weapon or firearm is used in connection with **officially** sanctioned classes, athletics, or recreational sports practices, games, matches, tournaments or events on Campus when the activity requires the use of such weapons or firearms (e.g., fencing, starter pistols and archery).
- (4) The use of simulated weapons or firearms in connection with College-related theatrical productions.

### 4. Signage that Concealed Firearms are Prohibited

The College's Facilities Department in consultation with the College's Police Department shall determine placement of clearly and conspicuously posted signs ~~at all building and restricted parking area entrances~~ stating that concealed firearms are prohibited. Signs shall be in accordance with the design approved by the Illinois Department of State Police and shall be posted in accordance with any other signage regulations as may be promulgated from time to time by the Illinois Department of State Police.

The College's Facilities Department in consultation with the College's Police Department shall be responsible for the placement and maintenance of signage ~~at building and restricted parking area entrances where vehicles containing weapons or firearms are prohibited.~~

### 5. Parking and Firearm Storage

**Certain parking areas on Campus may be designated as areas where weapons and firearms are not permitted. This condition applies to Sapling drive and the parking lot immediately south of the Early Childhood Center.** A ~~weapon or~~firearm may be transported **by a concealed carry license-holder** into an unrestricted parking area within a vehicle if the weapon orfirearm and its ammunition remain **stored and concealed in a case within the locked vehicle or locked container out of plain view within the vehicle in the parking area.** ~~Locked in a case out of plain view within the parked vehicle.~~ "Case" is defined as a glove compartment or console that completely encases the ~~weapon or~~firearm and its ammunition, the trunk of the vehicle, or a ~~weapon or~~firearm carrying box, shipping box or other container. The ~~weapon or~~firearm may only be removed from a vehicle for the limited purpose of storage or retrieval from within the trunk of the vehicle. A ~~weapon or~~firearm must first be unloaded before removal from the vehicle.

~~The primary place of storage for a weapon or firearm is within a locked case out of plain view within a parked vehicle in an unrestricted parking area.~~

## 6. Firearms in Rights of Way

Notwithstanding any other provision in this Concealed Carry Policy, a person licensed to carry concealed firearms may carry concealed firearms while he or she is traveling along a public right of way that touches or crosses the College's Campus if the concealed firearm is carried on the person of the licensee in accordance with the provisions of the Act or is being transported in a vehicle by the licensee in accordance with the Act and all other applicable provisions of law.

## 7. Enforcement

Any individual visiting or conducting business on the property of the College found to be carrying or have carried a weapon or firearm onto the property of the College knowingly **in violation of the Act and/or this Policy**, or under circumstances in which the person should have known that he or she was in possession of a weapon or firearm, may be banned from the College Campus.

Any student found to be carrying or have carried a weapon or firearm onto the property of the College knowingly **in violation of the Act and/or this Policy**, or found to be carrying or have carried a weapon under circumstances in which the student should have known that he or she was in possession of a weapon or firearm, may be subject to discipline up to and including, but not limited to, expulsion from the College.

Any employee found to be carrying or have carried a weapon or firearm onto the property of the College knowingly **in violation of the Act and/or this Policy**, or be carrying or have carried a weapon or firearm under circumstances in which the employee should have known that he or she was in possession of a weapon or firearm, may be subject to discipline up to and including, but not limited to, immediate termination of employment, subject to such other employment rules or regulations in place.

Any individual found to be carrying or have carried a weapon or firearm onto the property of the College knowingly **in violation of the Act and/or this Policy**, or found to be carrying or have carried a weapon or firearm under circumstances in which the individual should have known that he or she was in possession of a weapon or firearm, may be subject to administrative action by the College and possible arrest and prosecution. Violations of this Policy may result in referrals to external law enforcement agencies.

## 8. Definitions

A. The term "**firearm**" is defined as a loaded or unloaded handgun. A "handgun" is defined as any device which is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas, or escape of gas that is designed to be held and fired by the use of a single hand.

B. The term "**weapon**" is defined as:

Any device, whether loaded or unloaded, that shoots a bullet, pellet, flare or any other projectile including those powered by CO2. This includes, but is not limited to, machine guns, rifles, shotguns, handguns or other firearm, BB/pellet gun, spring gun, paint ball gun, flare gun, stun gun, taser or dart gun and any ammunition for any such device. Any replica of the foregoing is also prohibited.

Any explosive device including, but not limited to, firecrackers and black powder.

Any device that is designed or traditionally used to inflict harm including, but not limited to, bows and arrows, any knife with a blade longer than three inches, hunting knife, fixed blade knife, throwing knives and daggers.

C. The term "**clear and present danger**" has the same meaning as in Section 105 of the Firearm Concealed Carry Act, as amended. Accordingly "clear and present danger" means:

A person who demonstrates threatening physical or verbal behavior, such as violent, suicidal, or assaultive threats, actions, or other behavior as determined by a physician, clinical psychologist, qualified examiner, school administrator, or law enforcement official.

9. College Police Department

The College Police Department, in consultation with the College President shall be responsible for the development and promulgation of procedures and protocols for storage and confiscation of weapons and firearms.

The College Facilities Department, in consultation with the College President shall be responsible for determining the **placement of** clear and conspicuous posting of signage ~~at all building entrances and restricted parking area entrances where vehicles containing weapons or firearms are prohibited~~, stating that concealed firearms are prohibited, and signs shall be in accordance with the design approved by the Illinois Department of State Police and posting shall comply with any other administrative rules or procedures that may be promulgated from time to time by the Illinois Department of State Police.

10. College Dean of Student Development

Pursuant to the Firearm Concealed Carry Act, the College President or designee is required to report to the Illinois Department of State Police when a student is determined to pose a clear and present danger to himself, herself, or to others, within 24 hours of the determination and in accordance with **Section 66-100 - 115 of the Firearm Concealed Carry Act and** Section 6-103.3 of the Mental Health and Developmental Disabilities Code, 405 ILCS 5/6-103.3. "Clear and present danger" is defined in this Policy.

The Dean of Student Development in consultation with the College Chief of Police shall be the **College President's** designee ~~of the College~~ responsible for reporting to the Department of State Police any student ~~or visitor~~ who is determined to pose a clear and present danger.

11. Delegation

The College's Board of Trustees hereby delegates to the President of the College the authority to recommend additional policies to the Board of Trustees. Regulations and procedures related to and consistent with this Policy, the 2013 Illinois Firearm Concealed Carry Act and other relevant laws and regulations shall be approved by the Board of Trustees.

The President of the College shall from time to time report to the College's Board of Trustees any additional policies, regulations or procedures needed and the status of implementation of this Policy.

Adopted:	Reviewed:	Amended:
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COLLEGE OF DUPAGE  
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

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1. SUBJECT

Local No. 399, International Union of Operating Engineers Contract extension 2015 through 2017.

2. REASON FOR CONSIDERATION

Board Action is required to ratify and approve Local No. 399, International Union of Operating Engineers Contract extension and associated terms.

3. BACKGROUND INFORMATION

The current Local No. 399, International Union of Operating Engineers (Operating Engineers) Contract expires June 30, 2015. The College proposed an extension of the current Contract as currently written for an additional two-year period with the inclusion of a compensation adjustment in each of the extension years.

Contract Extension Compensation Provision: The College will provide 3% increases to the salary schedule pool for FY 2016 and FY 2017. Further, if any other represented group negotiates an increase to their respective salary or wage schedule in excess of 3% for FY 2016 or FY 2017, the same percent increase will be extended to the Operating Engineers salary schedule pool. All other terms and conditions in the current Contract remain in effect for the two-year extension period.

The Operating Engineers have accepted this proposed Contract extension, which shall be in effect upon adoption by both parties and shall remain in effect through June 30, 2017.

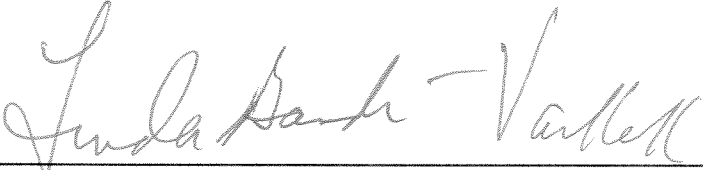
4. RECOMMENDATION

That the Board of Trustees approves the Local No. 399, International Union of Operating Engineers (Operating Engineers) two-year Contract extension with 3% increases to the salary schedule pool for FY 2016 and FY 2017. Further, if any other represented group negotiates an increase to their respective salary or wage schedule in excess of 3% for FY 2016 or FY 2017, the same percent increase will be extended to the Operating Engineers salary schedule pool. All other terms and conditions in the current Contract remain in effect for the two-year extension period.

SIGNATURE PAGE FOR LOCAL NO. 399 INTERNATIONAL UNION OF  
OPERATING ENGINEERS CONTRACT EXTENSION 2015 THROUGH 2017

ITEM(S) ON REQUEST-

That the Board of Trustees approves the Local No. 399, International Union of Operating Engineers (Operating Engineers) two-year Contract extension with 3% increases to the salary schedule pool for FY 2016 and FY 2017. Further, if any other represented group negotiates an increase to their respective salary or wage schedule in excess of 3% for FY 2016 or FY 2017, the same percent increase will be extended to the Operating Engineers salary schedule pool. All other terms and conditions in the current Contract remain in effect for the two-year extension period.

  
\_\_\_\_\_  
Vice President of Human Resources  
2/4/14  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
2/6/2014  
Date





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**NEW BUSINESS APPROVAL**

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1. SUBJECT

FY2015 Tuition and Fees and Creation and Reallocation of FY2014 Fund Balance Reserves.

2. REASON FOR CONSIDERATION

To establish the tuition and fee rates for FY2015 and to create and re-allocate FY2014 Fund Balance reserves.

3. BACKGROUND INFORMATION

As part of the development of the annual budget and efficiently registering students for the Fall 2014 and Spring and Summer 2015 terms, the College establishes tuition and fee rates in February for the upcoming fiscal year based upon the most current operating, economic and financial data available to the College. Data such as the Consumer Price Index (CPI), previously negotiated salary and wage increases with our various unions and employee groups, receipt of Base Operating Grant payments from the State, tuition and fee increases by other community colleges and the impact of prior tuition and fee increases on enrollment, are considered in recommending tuition and fee increases. The primary impetus for any tuition increase is to ensure that revenues keep pace with inflation so that the College can continue to maintain both the breadth and quality of the teaching and learning opportunities for our students.

The overall economy has been slow to recover from the 2008 recession. The recovery has been characterized by low consumer inflation and slow re-employment of those impacted by the recession. Additionally, the Affordable Care Act (ACA) has not only impacted hiring decisions, but also made the forecasting of future healthcare costs more challenging to project. The Bureau of Labor Statistics recently released the CPI for the twelve months ended December 2013 at 1.5%. This impacts the College as it determines the growth for our property tax levy. As you may recall, the Property Tax Extension Limitation Law (PTELL) limits the growth in property taxes to the lesser of 5% or the Consumer Price Index (CPI) plus new construction. Based on the 2013 inflation rate, we expect property tax revenues for the FY2014 operating levy year to increase by approximately \$1.4 million.

Based on the terms of the labor and employment contracts previously approved by the Board, employees in FY2015 will receive a salary increase of 4.15%. The projected cost of those salary increases is approximately \$4.5 million. Health insurance costs are projected to increase between 10-14%. Estimating health insurance costs increase using 10% would equate to about \$1.4 million. Non-labor expenses would increase approximately \$660,000 using the CPI of 1.5%. In total, operating expenses are projected to increase \$6.6 million in FY2015, while property tax revenues and proposed tuition and fee increases will only increase \$1.4 million and \$2.16 million respectively, thus leaving a shortfall of approximately \$3.0 million as depicted below.

Increase in Salaries and Wages (4.15%)	\$ 4,500,000
Increase in Health Care Costs (10%)	\$ 1,400,000
Increase in Non-Personnel Expenditures (1.5%)	\$ 660,000
Subtotal	<u>\$ 6,560,000</u>
Less: Increase in Property Tax Revenue (1.5%)	\$ (1,400,000)
Proposed Tuition Increase of \$3.00	\$ (1,620,000)
Student Activity Fee of \$1.00	<u>\$ (540,000)</u>
Projected Shortfall	\$ 3,000,000

A complicating factor in our budget development and five year outlook is the uncertainty as to how the State intends to address its financial challenges. The Illinois legislature continues to work on solutions to address shortfalls in its General Fund budget. The Office of Management and Budget projects the State's budget deficit at \$1.9 billion in 2015 and \$4.1 billion in 2016 if income tax rates decrease as scheduled. In January 2011, the State temporarily raised income tax rates for individual taxpayers to 5.0% from 3.0%, and corporate tax rates to 7.0% from 4.8%. On January 1, 2015, individual income tax rates are scheduled to roll back to 3.75% and corporate tax rates are scheduled to decline to 5.25%. The backlog of unpaid bills is estimated to go from \$5.6 billion at the end of FY2014 to \$16.2 billion in FY2017 if the tax rates sunset as required by current law.

The State is also looking at changing the income tax system to a progressive income tax as a way to close the budget gap and improve education funding. Counties and taxpayers have voiced concerns about piecemeal changes to fix the State fiscal problems and have asked for a comprehensive solution. If the tax system was changed to a progressive system, what would happen to property taxes has yet to be determined. A change in funding that would eliminate property taxes for funding education could significantly harm one of College of DuPage's major funding sources.

Recall in 2012 that the State eliminated funding for Workforce Development and Veteran's Education benefits that are mandated by State law. As a result, the College had to absorb this funding loss in FY2013 and FY2014 with a financial impact of approximately \$1.0 million each year (Workforce Development \$165,098, Veteran's \$800,000). The State also reduced Base Operating Grant payments to community colleges across the state which decreases our potential payments to \$12.3 million in FY2013 from \$12.9 million; a reduction of 4.65%.

To address the above issues, the College is proposing a tuition increase of \$3.00 per credit hour to \$110.15.

Upon reviewing the current fee structure, we noted that the current Debt Service Fee does not fully cover the annual principal and interest costs for our Alternate Revenue Bonds. The payment of principal and interest on these bonds is from student tuition and fees and, to the extent not covered, from the general obligation of the College on all taxable property in the District. The current Debt Service Fee of \$10.00 generates approximately \$5.4 million, while the current principal and interest payment on these bonds is about \$8.8 million; leaving a funding shortfall of approximately \$3.4 million. While the proposed \$2.00 increase in the Debt Service Fee will only generate an additional \$1.1 million, the College expects to increase this fee another \$2.00 in each of the next two years to fully cover the required debt service on these bonds.

Lastly, the Student Activity Fee is proposed to increase by \$1.00. This will allow the College to open the Fitness Center to students at no additional cost, as well as to fund activities such as concerts at the new outdoor amphitheater and other student activities to enhance the overall student experience on campus.

College of DuPage's current and proposed fees are as follows:

	<b><u>FY2014</u></b>	<b><u>FY2015</u></b>	<b><u>Change</u></b>
Service Fee	\$ 3.00	\$ 3.00	\$ -
Technology Fee	8.00	8.00	-
Construction Fee	9.00	9.00	-
Debt Service Fee	10.00	12.00	2.00
Student Activity Fee	<u>2.85</u>	<u>3.85</u>	<u>1.00</u>
	\$ 32.85	\$ 35.85	\$ 3.00

**New Business**  
**Item 10. B. 3)**  
**February 20, 2014**

In an Illinois Community College Chief Financial Officers (ICCCFO) survey of tuition and fees at other community colleges, most are increasing tuition and fees for FY2015. Moraine Valley and Triton, for example, have already received Board approval to increase tuition \$5.00 per credit hour at their institutions. We do not know if they have increased their fees, just that total tuition is increasing by that amount. Additionally, College of Lake County is taking a \$12.00 per credit hour increase to their Board in March. The following proposed tuition and fee increases were obtained for FY2015:

<b>Community College</b>	<b>FY2014 Tuition &amp; Fees</b>	<b>Proposed FY2015 Tuition &amp; Fees</b>	<b>Proposed Tuition &amp; Fees Increase</b>	<b>Proposed Tuition &amp; Fees % Increase</b>
Elgin	\$ 109.00	\$ 122.00	\$ 13.00	11.9%
Spoon River	\$ 125.00	\$ 137.00	\$ 12.00	9.6%
Illinois Central	\$ 115.00	\$ 125.00	\$ 10.00	8.7%
Illinois Valley	\$ 101.00	\$ 111.00	\$ 10.00	9.9%
Highland	\$ 131.00	\$ 140.00	\$ 9.00	6.9%
Kankakee	\$ 117.00	\$ 126.00	\$ 9.00	7.7%
Lake County	\$ 112.00	\$ 124.00	\$ 12.00	10.7%
Kaskaskia	\$ 111.00	\$ 118.00	\$ 7.00	6.3%
Richland	\$ 107.00	\$ 114.00	\$ 7.00	6.5%
Rock Valley	\$ 97.00	\$ 104.00	\$ 7.00	7.2%
College of DuPage	\$ 140.00	\$ 146.00	\$ 6.00	4.3%

To put our proposed increase in perspective, the University of Illinois recently approved a tuition increase of 1.7% for next year; the smallest percentage U of I has increased tuition since 1994. This increase brings the base tuition to \$12,036 at the Urbana-Champaign campus and \$10,584 at the Chicago campus. Students also pay mandatory fees comparable to College of DuPage's Universal fees.

**FY2015 Estimated Tuition and Fees**

	<b><u>Urbana-Champaign</u></b>	<b><u>Chicago Campus</u></b>
Tuition	\$12,036*	\$10,584*
Fees	<u>3,492</u>	<u>2,902</u>
Total	15,528	13,486

**\*Note that students in the Engineering and Business schools pay another \$5,000 on top of the tuition listed.**

This compares to the annual cost of attendance at College of DuPage of \$4,380, including the \$6.00 projected per credit hour increase. Since 2004, annual U of I tuition increases have ranged from 1.7% to 16.0%. By comparison, College of DuPage tuition increases have ranged from 0% to 10.2% since 2004.

U of I Trustee Danielle Leibowitz said “It is important to maintain the value of the education we provide to the students. I fear if we were to hold it flat, the value of the education would decrease.”

In summary, given the estimated funding shortfall to cover the projected salary and wage increases, and health insurance and other operating expenditure increases, we are recommending that the per credit hour tuition increase \$3.00, or 2.8% to \$110.15 per credit hour. That would generate an estimated \$1,620,000 to address the Operating Fund shortfall. In addition total fees per credit hour would increase \$3.00, to \$35.85 per credit hour. The \$2.00 increase in the Debt Service Fee would generate an additional \$1,080,000 to help with the funding shortfall in the Debt Service Fund, while the \$1.00 Student Activity Fee would provide for additional student activities and minimize the impact on the operating budget. The new recommended Tuition and Fee structure for FY2015 is as follows:

	<u><b>FY2014</b></u>	<u><b>FY2015</b></u>	<u><b>Change</b></u>
Tuition	\$ 107.15	\$ 110.15	\$ 3.00
Service Fee	3.00	3.00	-
Technology Fee	8.00	8.00	-
Construction Fee	9.00	9.00	-
Debt Service Fee	10.00	12.00	2.00
Student Activity Fee	<u>2.85</u>	<u>3.85</u>	<u>1.00</u>
	\$ 140.00	\$ 146.00	\$ 6.00

The Illinois Legislature recently approved a pension reform bill that was signed into law by Governor Quinn. Various labor groups have challenged the legality of the legislation and have filed a suit in the courts. Previously the Board approved reserving \$22.0 million for SURS funding in the event that this liability was pushed back onto the College. In view of the current pension reform bill, we are recommending that the Board reduce this fund balance reserve to \$17.0 million.

In addition, Information Technology has been working with departments across the College to update the five-year Information Technology Strategic Long Range Plan. The refinement of that plan indicates that, based on the technology enhancements provided as part of the extensive construction/renovation projects, the amount required to fund the plan is not as much as originally projected. As a result, we are

recommending that the \$8 million reserved by the Board for the IT Plan be reduced by \$3 million to \$5 million.

Further, under our current and a prior labor contract the College has a liability of approximately \$14.5 million to provide health care for current employees and employees who retired under that prior contract. This benefit is no longer available in subsequent labor agreements with our employees. In order to make sure that the College has assets specifically set aside to fund this long-term obligation, we are recommending that we fully fund this liability and respectfully recommend that the Board reserve \$14.0 million for the Other Post-Employment Benefits (OPEB) liability.

Finally, with the issuance of the Series 2013 general obligation bonds, the College has exhausted all of its authority to issue additional bonds. Given the growth in enrollment, additional general classroom facilities may be required. Since no funds will be available as the funds from the past referendum have been completely exhausted, we are recommending that the Board reserve \$33.0 million for construction of a new Teaching and Learning Facility, since the College will not have other funding sources available for new construction.

The current and proposed fund balance reserves are summarized below.

	<b><u>Current</u></b>	<b><u>Proposed</u></b>
SURS Pension Funding	\$ 22,000,000	\$ 17,000,000
IT Strategic Plan	8,000,000	5,000,000
Capital Development Board Match (25%)	6,250,000	6,250,000
O&M Funded Depreciation	16,000,000	16,000,000
Retiree OPEB Liability	-	14,000,000
New Teaching and Learning Center	-	33,000,000
Total	<u>\$ 52,250,000</u>	<u>\$ 91,250,000</u>

With the revised and new reserves, the calculation of the fund balance goal of having an unrestricted fund balance of no less than 50% of Total Operating Revenues, becomes 36.2% from 54.8% at FY2013.

In addition, at some risk in developing the FY2015 budget, we are being less conservative by changing a major assumption regarding the number of Base Operating Grant payments to be received from the State. The FY2015 budget will assume receipt of eight (8) payments from the State, while the FY2014 budget assumed receipt of only four (4) payments. While less conservative, especially given the State's overall financial challenges, it reflects the number of payments actually received in FY2013.

That assumption change, along with the recommended increase in tuition and fees, **will enable the College to present a balanced budget to the Board in May 2014.**

4. RECOMMENDATION

That the Board of Trustees increases tuition rates by \$3.00 per credit hour for in-District, out-of-District and out-of-State and increase fees by \$3.00 per credit hour beginning with the Fall 2014 semester:

In-District tuition rate .....	\$110.15
In-District audited rate .....	\$126.15
Out-of-District Illinois residents rate.....	\$297.15
Out-of-District Illinois residents .....	\$110.15
With approved chargeback rate	
Out-of-State residents rate.....	\$367.15
COD online and distance course rate.....	\$110.15
Senior citizen rate.....	\$ 37.15
Service fee rate.....	\$ 35.85

It is further recommended that the Board of Trustees reserve \$33,000,000 of the FY2014 Fund Balance to provide a funding source for a new Teaching and Learning Facility, \$14,000,000 to address our retiree OPEB liability, as well as to reduce the previously Board-approved reserve for the Information Technology Strategic Plan by \$3,000,000 to \$5,000,000 and reduce the previously Board-approved SURS reserve by \$5,000,000 to \$17,000,000.








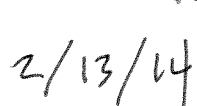
SIGNATURE PAGE FOR FY2015 TUITION AND FEES AND CREATION AND  
REALLOCATION OF FY2014 FUND BALANCE RESERVES.

ITEM(S) ON REQUEST

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Assistant Vice President Financial Affairs and Controller	Date
	
Senior Vice President, Administration and Treasurer	Date
	
Executive Vice President	Date

Regular Board Meeting Agenda  
February 20, 2014

**11. Trustee Discussion Items**



## **12. ANNOUNCEMENTS**

### **A. Communications**

### **B. Calendar Dates**

#### **Campus Events**

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



Regular Board Meeting Agenda  
February 20, 2014

**13. ADJOURN**