



COLLEGE OF DuPAGE

Regular Board of Trustees Meeting

July 25, 2013

Regular Board Meeting Agenda
July 25, 2013

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

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Approval of Regular Board Meeting Agenda.

2. **PURPOSE**

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

3. **RECOMMENDATION**

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

SIGNATURE PAGE FOR APPROVAL OF SPECIAL BOARD MEETING AGENDA

ITEM(S) ON REQUEST

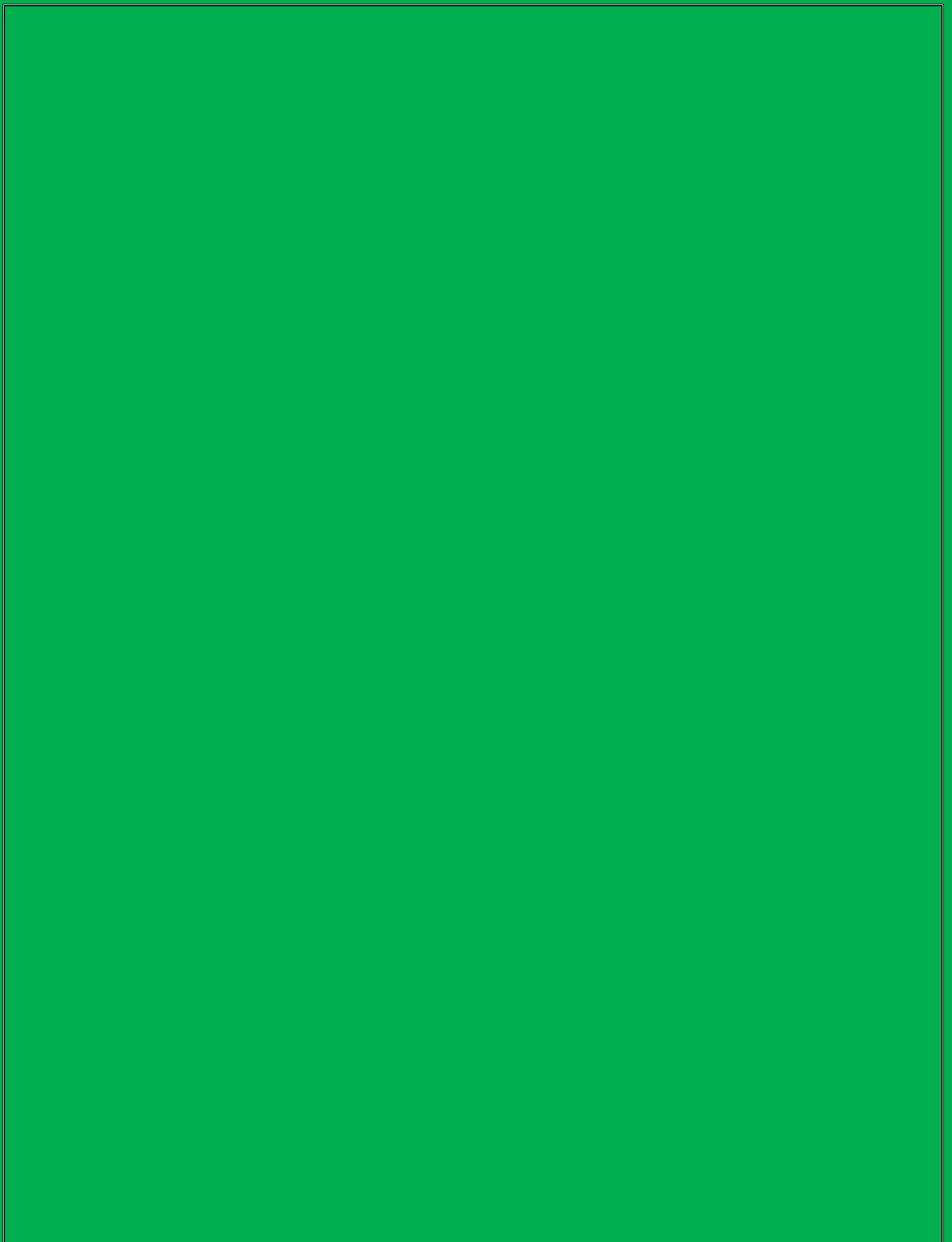
That the Board of Trustees approves the July 25, 2013 Regular Board Meeting Agenda.

Gini Carrella 7/2/13

Administrative Assistant, Office of the President Date

[Signature] 7/2/13

President Date





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

THURSDAY, JULY 25, 2013
7:00 P.M. ~ SSC-2200

REGULAR BOARD MEETING AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PRESENTATIONS**
 4. A. College of DuPage Foundation Update
 - Catherine Brod, Vice President Development/Executive Director College Foundation
5. **STUDENT TRUSTEE'S REPORT**
6. **PRESIDENT'S REPORT**
7. **COMMENTS FROM COLLEGE OF DuPAGE EMPLOYEES**
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

9. B. For Approval: Standard items

9. B. 1) Minutes

- a) June 20, 2013 Special Board Meeting/Public Hearing of FY14 Budget
- b) June 20, 2013 Regular Board Meeting

9. B. 2) Financial Reports

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

9. B. 3) Bid Items

- a) Staff Services Paper
- b) Furniture, Student Resource Center (SRC) Academic Computing Center (ACC)
- c) Athletic Training Services
- d) Printing of the Continuing Education Class Schedule
- e) Furniture, Student Resource Center (SRC) Library Phase II
- f) New Studio and Transmitter Equipment (Rejection)

9. B. 4) Requests for Proposals

- None

9. B. 5) Purchase Orders

- None

9. B. 6) Personnel Actions

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

9. B. 7) In-Kind Donations Quarterly Report

9. C. For Approval: Construction-Related Items

9. C. 1) Ratification of Construction Change Orders

- Referendum-Related Projects
- Capital Budget Projects – None

9. C. 2) Approval of Construction Change Orders

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

10. NEW BUSINESS

10. A. For Information

- 1) Lincoln Electric Welders Correction

10. B. For Approval

- 1) Approval for a New Radio Frequency Technician Certificate Program
- 2) Approval of New A.A.S. Degree in Culinary and Food Science
- 3) American Express Management and Business Travel Solutions
- 4) Annual Membership Dues for ICCTA
- 5) ProEducation Solutions, LLC Agreement Renewal
- 6) Student Resource Center (SRC) Library Phase Two Building Asbestos Abatement (Emergency Non-Bid Item)
- 7) Water Treatment Chemicals (Emergency Expenditure)

11. ANNOUNCEMENTS BY BOARD CHAIRMAN

11. A. Communications

11. B. Calendar Dates

Campus Events (Note: * = Required Board Event)

- ***Thursday, August 22, 2013 – Regular Board Meeting – SSC-2200 – 7:00 p.m.**

12. ADJOURN

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| <p style="text-align: center;">FUTURE MEETING <u>Thursday, August 22, 2013</u> <u>7:00 p.m.</u> – Regular Board Meeting – <u>SSC-2200</u></p> |
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** 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

5. STUDENT TRUSTEE'S REPORT

6. PRESIDENT'S REPORT

- 7. Comments from College of DuPage Employees**

- 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

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

June 1, 2013 - June 27, 2013

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|------------|-------------|----------------|---------------|---------|--------------|
| A.R.C. Memorial Scholarship | 2 | \$2.00 | \$0.00 | \$0.00 | \$0.00 | \$2.00 |
| ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund | 2 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Athletic Fund | 2 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| Carol Stream Community College Scholarship | 2 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| Carter Carroll Excellence in History Award | 2 | \$4.00 | \$0.00 | \$0.00 | \$0.00 | \$4.00 |
| Catherine M. Brod Endowed Scholarship for Speech and Theatre | 2 | \$160.00 | \$0.00 | \$0.00 | \$0.00 | \$160.00 |
| Center for Entrepreneurship Fund for Workforce Development | 5 | \$5,120.00 | \$0.00 | \$0.00 | \$0.00 | \$5,120.00 |
| Cleve Carney Art Space Endowment Fund | 3 | \$1,576.92 | \$0.00 | \$0.00 | \$0.00 | \$1,576.92 |
| COD Foundation's Need-Based Scholarship Fund | 4 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| COD Foundation's Returning Adult Scholarship Fund | 3 | \$7.00 | \$0.00 | \$0.00 | \$0.00 | \$7.00 |
| COD Foundation's Single Parent Scholarship | 4 | \$30.00 | \$0.00 | \$0.00 | \$0.00 | \$30.00 |
| College of DuPage Faculty Association Scholarship | 4 | \$60.00 | \$0.00 | \$0.00 | \$0.00 | \$60.00 |
| Community Education Farm Fund | 10 | \$383.34 | \$0.00 | \$0.00 | \$0.00 | \$383.34 |
| Community Relations Fund | 1 | \$43.00 | \$0.00 | \$0.00 | \$0.00 | \$43.00 |
| Culinary & Hospitality Center | 5 | \$303.32 | \$0.00 | \$0.00 | \$0.00 | \$303.32 |
| Donald Carter Memorial Scholarship | 1 | \$53.00 | \$0.00 | \$0.00 | \$0.00 | \$53.00 |
| Dr. Joseph and Donna Collins Student Success Scholarship | 2 | \$80.00 | \$0.00 | \$0.00 | \$0.00 | \$80.00 |
| Early Childhood Education Fund | 2 | \$20.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 |
| Ellen Johnson Memorial Scholarship | 1 | \$3.00 | \$0.00 | \$0.00 | \$0.00 | \$3.00 |
| Everyone Matters Scholarship Fund | 4 | \$44.00 | \$0.00 | \$0.00 | \$0.00 | \$44.00 |
| G.E.D. Scholarship Fund | 4 | \$130.00 | \$0.00 | \$0.00 | \$0.00 | \$130.00 |
| General Scholarship Fund | 27 | \$365.34 | \$0.00 | \$0.00 | \$0.00 | \$365.34 |
| George Macht Endowed Scholarship Fund | 2 | \$2.00 | \$0.00 | \$0.00 | \$0.00 | \$2.00 |
| Healthcare Instructional Support | 2 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 |
| Hispanic-Latino Scholarship | 2 | \$4.00 | \$0.00 | \$0.00 | \$0.00 | \$4.00 |
| Horticulture Program | 7 | \$21.00 | \$0.00 | \$0.00 | \$0.00 | \$21.00 |
| Kathy Marszalek Memorial Scholarship | 1 | \$3,750.00 | \$0.00 | \$0.00 | \$0.00 | \$3,750.00 |
| Library Development Fund | 2 | \$968.95 | \$0.00 | \$0.00 | \$0.00 | \$968.95 |
| MAC Annual Fund | 7 | \$780.00 | \$0.00 | \$0.00 | \$0.00 | \$780.00 |
| Meteorology Program Fund | 52 | \$4,253.05 | \$500.00 | \$0.00 | \$0.00 | \$4,753.05 |
| Music Program Fund | 2 | \$10.00 | \$0.00 | \$0.00 | \$0.00 | \$10.00 |
| Naperville Community Gardeners Scholarship | 2 | \$2,000.00 | \$4,000.00 | \$0.00 | \$0.00 | \$6,000.00 |
| Naperville Rotary Charities & the Rotary Club of Naperville Scholarship | 1 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 | \$30,000.00 |
| New Philharmonic Orchestra | 233 | \$2,265.00 | \$212,445.00 | \$0.00 | \$0.00 | \$214,710.00 |
| Resource for Excellence Fund | 27 | \$5,280.00 | \$130.00 | \$0.00 | \$0.00 | \$5,410.00 |
| Student Crisis Emergency Fund | 3 | \$2,486.00 | \$0.00 | \$0.00 | \$0.00 | \$2,486.00 |
| Study Abroad Scholarship Fund | 8 | \$330.00 | \$0.00 | \$0.00 | \$0.00 | \$330.00 |
| Veteran Services Program | 2 | \$30.00 | \$0.00 | \$0.00 | \$0.00 | \$30.00 |
| Veterans Textbook Scholarship | 2 | \$30.00 | \$0.00 | \$0.00 | \$0.00 | \$30.00 |

College of DuPage Foundation**Monthly Gift Summary Report**

June 1, 2013 - June 27, 2013

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|---|-------------------|---------------------|-----------------------|----------------------|----------------|---------------------|
| Visiting Chefs Series | 2 | \$4,800.00 | \$0.00 | \$0.00 | \$0.00 | \$4,800.00 |
| WDCB Employer Matching Gift Revenue (EMG) | 4 | \$105.00 | \$200.00 | \$0.00 | \$0.00 | \$305.00 |
| WDCB Individual Gifts | 709 | \$29,429.84 | \$0.00 | \$0.00 | \$0.00 | \$29,429.84 |
| WDCB Underwriting | 8 | \$10,375.00 | \$0.00 | \$0.00 | \$0.00 | \$10,375.00 |
| Grand Totals: | | \$105,509.76 | \$217,275.00 | \$0.00 | \$0.00 | \$322,784.76 |

1,170 Gift(s) listed

College of DuPage Foundation
Fiscal Year 2013 Gift Summary Report
Year-to-Date as of June 27, 2013

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|--|-------------------|-------------|-----------------------|----------------------|----------------|--------------|
| A. Zarcone Memorial Scholarship | 2 | \$150.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| A.R.C. Memorial Scholarship | 7 | \$68.00 | \$22.00 | \$0.00 | \$0.00 | \$90.00 |
| ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund | 3 | \$15.00 | \$0.00 | \$0.00 | \$0.00 | \$15.00 |
| American Meteorological Society Scholarship | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |
| Athletic Fund | 28 | \$30,725.00 | \$100.00 | \$0.00 | \$0.00 | \$30,825.00 |
| August Zarcone Endowment | 2 | \$550.00 | \$0.00 | \$0.00 | \$0.00 | \$550.00 |
| Automotive Service Technology Program | 1 | \$0.00 | \$0.00 | \$1,500.00 | \$0.00 | \$1,500.00 |
| Batavia Plain Dirt Gardeners Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| BioMerieux Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Bison Cares Educational Scholarship | 2 | \$9,000.00 | \$18,000.00 | \$0.00 | \$0.00 | \$27,000.00 |
| Budilovsky Literary Scholarship Fund | 1 | \$0.00 | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Buffalo Theatre Ensemble | 25 | \$4,434.20 | \$200.00 | \$0.00 | \$0.00 | \$4,634.20 |
| Building Trades Scholarship | 1 | \$1,576.95 | \$0.00 | \$0.00 | \$0.00 | \$1,576.95 |
| Carol Stream Community College Scholarship | 5 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| Carter Carroll Excellence in History Award | 7 | \$656.00 | \$44.00 | \$0.00 | \$0.00 | \$700.00 |
| Catherine M. Brod Endowed Scholarship for Speech and Theatre | 26 | \$2,000.00 | \$1,776.94 | \$0.00 | \$0.00 | \$3,776.94 |
| Center for Entrepreneurship Fund for Workforce Development | 18 | \$8,325.00 | \$11,050.00 | \$0.00 | \$0.00 | \$19,375.00 |
| Certificate of GED Scholarship | 3 | \$10,150.00 | \$0.00 | \$0.00 | \$0.00 | \$10,150.00 |
| Christopher & Karen Thielman Culinary & Hospitality Scholarship | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |
| Christopher & Karen Thielman International Field Studies Scholarship | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |
| Cleve Carney Art Space Endowment Fund | 15 | \$2,396.14 | \$3,000.00 | \$0.00 | \$0.00 | \$5,396.14 |
| COD Foundation's Freshman Scholarship Fund | 1 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| COD Foundation's Need-Based Scholarship Fund | 10 | \$72.50 | \$165.00 | \$0.00 | \$0.00 | \$237.50 |
| COD Foundation's Returning Adult Scholarship Fund | 7 | \$163.00 | \$0.00 | \$0.00 | \$0.00 | \$163.00 |
| COD Foundation's Single Parent Scholarship | 31 | \$220.00 | \$0.00 | \$0.00 | \$0.00 | \$220.00 |
| COD Foundation's Textbook Scholarship | 1 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 |
| College of DuPage Faculty Association Scholarship | 57 | \$1,520.00 | \$0.00 | \$0.00 | \$0.00 | \$1,520.00 |
| Community Education Farm Fund | 28 | \$5,197.01 | \$0.00 | \$0.00 | \$0.00 | \$5,197.01 |
| Community Promise Scholarship Fund | 14 | \$210.00 | \$0.00 | \$0.00 | \$0.00 | \$210.00 |
| Community Relations Fund | 60 | \$14,285.24 | \$0.00 | \$17,639.00 | \$0.00 | \$31,924.24 |
| Counseling & Advising Services | 2 | \$300.00 | \$0.00 | \$350.00 | \$0.00 | \$650.00 |
| Culinary & Hospitality Center | 48 | \$14,949.98 | \$0.00 | \$27,870.00 | \$0.00 | \$42,819.98 |
| Culinary Student Scholarship (Teen Culinary Challenge) | 2 | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 |
| Dental Hygiene Fund | 2 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| DiabeticLifestyle.com Scholarship Fund | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |
| Dick Wood Memorial Scholarship | 2 | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 |
| Donald Carter Memorial Scholarship | 21 | \$1,113.00 | \$0.00 | \$0.00 | \$0.00 | \$1,113.00 |
| Dr. Joseph and Donna Collins Student Success Scholarship | 4 | \$120.00 | \$2,840.00 | \$0.00 | \$0.00 | \$2,960.00 |
| DuPage Chapter Mothers and More Scholarship | 2 | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 |
| Early Childhood Education Fund | 27 | \$280.00 | \$0.00 | \$0.00 | \$0.00 | \$280.00 |
| Eileen Ward Scholarship | 6 | \$2,450.00 | \$1,000.00 | \$0.00 | \$0.00 | \$3,450.00 |

College of DuPage Foundation
Fiscal Year 2013 Gift Summary Report
Year-to-Date as of June 27, 2013

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|---|------------|--------------|----------------|---------------|--------------|--------------|
| Elizabeth Geyer Scholarship | 1 | \$4,000.00 | \$0.00 | \$0.00 | \$0.00 | \$4,000.00 |
| Ellen Johnson Memorial Scholarship | 3 | \$9.00 | \$0.00 | \$0.00 | \$0.00 | \$9.00 |
| Elmhurst Rotary Club Vocational/Technical Scholarship | 1 | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 |
| Everyone Matters Scholarship Fund | 13 | \$1,268.00 | \$0.00 | \$0.00 | \$0.00 | \$1,268.00 |
| Fashion Program | 2 | \$0.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 |
| 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 | 2 | \$15,250.00 | \$0.00 | \$0.00 | \$0.00 | \$15,250.00 |
| G.E.D. Scholarship Fund | 8 | \$275.00 | \$0.00 | \$0.00 | \$0.00 | \$275.00 |
| General Scholarship Fund | 403 | \$18,940.01 | \$0.00 | \$0.00 | \$100,000.00 | \$118,940.01 |
| George Macht Endowed Scholarship Fund | 5 | \$4.00 | \$21.00 | \$0.00 | \$0.00 | \$25.00 |
| George Macht Endowment | 2 | \$150.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| Glen Ellyn Infant Welfare Scholarship | 1 | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | \$12,000.00 |
| Golf 2012 | 186 | \$86,351.00 | \$0.00 | \$10,553.50 | \$0.00 | \$96,904.50 |
| Greg Joos Memorial Scholarship | 5 | \$65.00 | \$0.00 | \$0.00 | \$0.00 | \$65.00 |
| Hawthorn Garden Club Scholarship Fund | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Healthcare Initiative Scholarship | 1 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 |
| Healthcare Instructional Support | 12 | \$100,404.07 | \$0.00 | \$15,491.00 | \$0.00 | \$115,895.07 |
| Hispanic-Latino Scholarship | 3 | \$6.00 | \$0.00 | \$0.00 | \$0.00 | \$6.00 |
| Homeland Security Programs | 2 | \$2,500.00 | \$0.00 | \$1,235.00 | \$0.00 | \$3,735.00 |
| Honorable William J. Bauer Quasi-Endowment Fund | 7 | \$2,700.00 | \$0.00 | \$0.00 | \$0.00 | \$2,700.00 |
| Horticulture Program | 22 | \$2,571.00 | \$0.00 | \$0.00 | \$0.00 | \$2,571.00 |
| Horticulture Student Competition | 3 | \$770.00 | \$0.00 | \$0.00 | \$0.00 | \$770.00 |
| Hospitality Administration Program | 3 | \$2,102.99 | \$0.00 | \$0.00 | \$0.00 | \$2,102.99 |
| Howard K. Canaday Music Scholarship | 1 | \$2,500.00 | \$0.00 | \$0.00 | \$0.00 | \$2,500.00 |
| Illinois Health Improvement Association Scholarship Fund | 1 | \$800.00 | \$0.00 | \$0.00 | \$0.00 | \$800.00 |
| International Education Development Fund | 2 | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| Jerry Bradshaw Memorial Scholarship | 1 | \$15,000.00 | \$0.00 | \$0.00 | \$0.00 | \$15,000.00 |
| Jill Johnson Hall Memorial Scholarship | 2 | \$2,000.00 | \$3,000.00 | \$0.00 | \$0.00 | \$5,000.00 |
| Julie Svec Memorial Scholarship Fund | 1 | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 |
| Kane County Cougars Ozzie's Reading Club Program Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Kathy Marszalek Memorial Scholarship | 2 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| Kathy Testa Memorial Challenge Scholarship | 1 | \$6,500.00 | \$0.00 | \$0.00 | \$0.00 | \$6,500.00 |
| Library Development Fund | 3 | \$968.95 | \$0.00 | \$9,084.79 | \$0.00 | \$10,053.74 |
| Louis J. Mannion Scholarship | 4 | \$150.00 | \$0.00 | \$0.00 | \$0.00 | \$150.00 |
| MAC Annual Fund | 134 | \$36,365.30 | \$3,168.29 | \$0.00 | \$0.00 | \$39,533.59 |
| Margarita Salazar Respiratory Therapy Scholarship | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |
| Marriott Chicagoland Business Council Hospitality Scholarship | 1 | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 |
| Mary Mack Scholarship | 19 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Mary Pollard Scholarship for Nursing & Community Commitment | 2 | \$2,000.00 | \$8,000.00 | \$0.00 | \$0.00 | \$10,000.00 |
| Mayes/McLean Scholarship | 1 | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 |

College of DuPage Foundation
Fiscal Year 2013 Gift Summary Report
 Year-to-Date as of June 27, 2013

| Fund Description | Gift Count | Cash | Pledges/Stocks | Gifts-In-Kind | Planned | Total |
|---|-------------------|---------------------|-----------------------|----------------------|---------------------|-----------------------|
| Meteorology Program Fund | 96 | \$7,550.55 | \$1,000.00 | \$0.00 | \$0.00 | \$8,550.55 |
| Morrissey Dental Hygiene Scholarship | 1 | \$0.00 | \$1,720.50 | \$0.00 | \$0.00 | \$1,720.50 |
| Music Program Fund | 5 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| Naperville Community Gardeners Scholarship | 2 | \$2,000.00 | \$4,000.00 | \$0.00 | \$0.00 | \$6,000.00 |
| Naperville Rotary Charities & the Rotary Club of Naperville Scholarship | 2 | \$60,000.00 | \$0.00 | \$0.00 | \$0.00 | \$60,000.00 |
| New Philharmonic Orchestra | 290 | \$15,367.70 | \$212,710.00 | \$0.00 | \$0.00 | \$228,077.70 |
| Nursing Alumni Association Scholarship | 1 | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 |
| Older Adult Institute Fund | 1 | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 |
| Resource for Excellence Fund | 355 | \$60,373.06 | \$540.00 | \$22,594.29 | \$0.00 | \$83,507.35 |
| Road Builder Charities Scholarship | 1 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Robert L. Wagner Scholarship Endowment | 1 | \$75,000.00 | \$0.00 | \$0.00 | \$0.00 | \$75,000.00 |
| Rotary - Naperville Downtown | 1 | \$2,500.00 | \$0.00 | \$0.00 | \$0.00 | \$2,500.00 |
| Ruth Nechoda Memorial Scholarship | 3 | \$225.00 | \$0.00 | \$0.00 | \$0.00 | \$225.00 |
| Second Year Nursing Scholarship | 1 | \$25.00 | \$0.00 | \$0.00 | \$0.00 | \$25.00 |
| Student Crisis Emergency Fund | 6 | \$3,506.00 | \$0.00 | \$0.00 | \$0.00 | \$3,506.00 |
| Study Abroad Scholarship Fund | 103 | \$6,715.00 | \$250.00 | \$0.00 | \$0.00 | \$6,965.00 |
| Tom Galloway Memorial Scholarship | 3 | \$1,921.35 | \$0.00 | \$0.00 | \$0.00 | \$1,921.35 |
| Tuition Relief Fund | 1 | \$400.00 | \$0.00 | \$0.00 | \$0.00 | \$400.00 |
| US Bank Scholarship Fund | 2 | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| Veteran Services Program | 8 | \$1,135.00 | \$0.00 | \$0.00 | \$0.00 | \$1,135.00 |
| Veterans Textbook Scholarship | 6 | \$810.00 | \$0.00 | \$0.00 | \$0.00 | \$810.00 |
| Visiting Chefs Series | 27 | \$69,580.00 | \$0.00 | \$0.00 | \$0.00 | \$69,580.00 |
| WDCB Employer Matching Gift Revenue (EMG) | 12 | \$947.52 | \$200.00 | \$0.00 | \$0.00 | \$1,147.52 |
| WDCB Future Fund | 101 | \$22,927.94 | \$2,570.00 | \$0.00 | \$0.00 | \$25,497.94 |
| WDCB Individual Gifts | 928 | \$50,201.75 | \$110.00 | \$0.00 | \$0.00 | \$50,311.75 |
| WDCB Underwriting | 15 | \$13,394.40 | \$0.00 | \$0.00 | \$0.00 | \$13,394.40 |
| Weiseman New Works Fund | 1 | \$250.00 | \$0.00 | \$0.00 | \$0.00 | \$250.00 |
| Westlake Endowment | 1 | \$250.00 | \$0.00 | \$0.00 | \$0.00 | \$250.00 |
| Westlake Student Productions | 2 | \$400.00 | \$0.00 | \$0.00 | \$0.00 | \$400.00 |
| Wilbur Walker Dodge Memorial Scholarship | 2 | \$1,000.00 | \$3,000.00 | \$0.00 | \$0.00 | \$4,000.00 |
| Grand Totals: | | \$862,407.61 | \$279,487.73 | \$109,317.58 | \$100,000.00 | \$1,351,212.92 |

3,320 Gift(s) listed
 15 total planned gifts (1 new FY13)

College of DuPage
FY13 Grants Awarded Report
July 1, 2012 - June 27, 2013

Note: New/Revised Entries in Bold

| Granting Agency | Title | Division | Project Director | Type | Amount | Start Date | End Date | Description |
|--|--|----------------------------|---|---------|------------------|------------|----------|--|
| COMPETITIVE GRANTS | | | | | | | | |
| Illinois Arts Council | FY13 WDCB-FM Public Radio and Television Operating Grant | Marketing & Communications | Scott Wager | State | \$14,366 | 5/6/13 | 8/31/13 | General operating support. |
| Illinois State Library/ Library Science Technology Act | FY13 Back to Books | COD Library | Dan Blewett | State | \$5,000 | 5/1/13 | 9/30/13 | To provide homeland security books for the COD Library. |
| Illinois State Library/ Literacy Office | FY13 Adult Volunteer Literacy: People Educating People (PEP) | Continuing Education | Joseph Cassidy Dan Deasy | State | \$41,478 | 7/1/12 | 6/30/13 | To offer individualized instruction and provide tutoring for ABE, GED, ESL classes. |
| Illinois State Library/ Literacy Office | FY13 Family Literacy: West Chicago | Continuing Education | Joseph Cassidy Dan Deasy | State | \$30,228 | 7/1/12 | 6/30/13 | To support the <i>Leer es Poder</i> (Reading is Power) family literacy program. |
| Illinois Board of Higher Education | FY13 Illinois Cooperative Work Study Program | Career Services | Sara Kirby | State | \$20,770 | 2/5/13 | 6/30/14 | To support internships for students pursuing career and technical education careers. |
| U.S. Bancorp | US Bank Scholarship Fund | COD Foundation | Cathy Brod | Private | \$5,000 | 7/1/12 | 6/30/13 | To provide five \$1000 scholarships for low-income students. |
| Illinois Arts Council | FY13 Partner In Excellence (McAninch Arts Center) | Liberal Arts | Stephen Cummins Roland Raffel | State | \$24,300 | 9/15/12 | 8/31/13 | General operating support for the 2012-2013 season. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | FY13 Procurement Technical Assistance Center (PTAC) | Business & Technology | Rita Haake | State | \$51,000 | 7/1/12 | 6/30/13 | To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC). |
| The Richard H. Driehaus Foundation | Buffalo Theatre Ensemble | Liberal Arts | Amelia Barrett Connie Canaday Howard | Private | \$18,000 | 7/1/12 | 6/30/14 | Expand marketing efforts. |
| U.S. Bancorp | US Bank Scholarship Fund | COD Foundation | Cathy Brod | Private | \$5,000 | 7/1/12 | 6/30/13 | To provide five \$1000 scholarships for low-income students. |
| Defense/ Illinois Department of Commerce and Economic Opportunity (DCEO) | FY13 Procurement Technical Assistance Center (PTAC) | Business & Technology | Rita Haake | Federal | \$51,000 | 7/1/12 | 6/30/13 | To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC). |
| COMPETITIVE GRANTS (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.) | | | | | \$266,142 | | | |

**College of DuPage
FY13 Grants Awarded Report
July 1, 2012 - June 27, 2013**

Note: New/Revised Entries in Bold

| Granting Agency | Title | Division | Project Director | Type | Amount | Start Date | End Date | Description |
|---|--|-----------------------|------------------|-------|---------------------|------------|----------|---|
| COMPETITIVE REBATES | | | | | | | | |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: Culinary & Hospitality Center Electric Rebate | Facilities Management | Chris Wosachlo | State | \$34,317.28 | -- | -- | To support energy efficiency in the Culinary & Hospitality Center. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: Culinary & Hospitality Center Gas Rebate | Facilities Management | Chris Wosachlo | State | \$30,808.32 | -- | -- | To support energy efficiency in the Culinary & Hospitality Center. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: Homeland Security Education Center Electric Rebate | Facilities Management | Chris Wosachlo | State | \$48,827.51 | -- | -- | To support energy efficiency in the Homeland Security Education Center. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: Homeland Security Education Center Gas Rebate | Facilities Management | Chris Wosachlo | State | \$20,236.49 | -- | -- | To support energy efficiency in the Homeland Security Education Center. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: Parking Lot Lighting Rebate | Facilities Management | Chris Wosachlo | State | \$63,533 | -- | -- | To support new energy efficient parking lot lighting. |
| Illinois Department of Commerce and Economic Opportunity (DCEO) | Public Sector Energy Efficiency New Construction Program: TEC Performance Rebate | Facilities Management | Chris Wosachlo | State | \$1,052.30 | -- | -- | To support energy efficiency in the Technology Education Center. |
| COMPETITIVE REBATES (Includes rebates from State, Federal and Private Agencies where the application was in competition with other proposals and awards were made to a select number of organizations based on the quality of the submission.) | | | | | \$198,774.90 | | | |

**College of DuPage
FY13 Grants Awarded Report
July 1, 2012 - June 27, 2013**

Note: New/Revised Entries in Bold

| Granting Agency | Title | Division | Project Director | Type | Amount | Start Date | End Date | Description |
|--|---|---------------------------------------|-----------------------------|----------------|--------------------|----------------|----------------|---|
| AGENCY-ALLOCATED GRANTS | | | | | | | | |
| Corporation for Public Broadcasting | FY13 Radio Community Service Grant | Marketing & Communications | Scott Wager | Private | \$163,035 | 10/1/12 | 9/30/14 | General operating support. |
| Illinois Community College Board | FY13 Career & Technical Education Innovation Grant | Academic Affairs | Glenda Gallisath | Federal/State | \$22,464 | 7/1/12 | 6/30/13 | To expand HVAC programming for students and professional development for faculty. |
| Illinois Arts Council | FY13 WDCB-FM Public Radio and Television Basic Grant | Marketing & Communications | Scott Wager | State | \$11,325 | 10/15/12 | 8/31/13 | General operating support. |
| Illinois Community College Board | FY13 Adult Education and Family Literacy | Continuing Education | Joseph Cassidy Dan Deasy | Federal/State | \$1,917,549 | 7/1/12 | 6/30/13 | To support the Adult Education and Family Literacy programming. |
| Illinois Community College Board | FY13 Career & Technical Education Program Postsecondary Perkins | Academic Affairs | Glenda Gallisath | Federal | \$565,193 | 7/1/12 | 6/30/13 | For CTE programs and activities, equipment acquisition, faculty and staff development, and education and industry collaborations that will support student opportunities to enhance academic success, build technical skills, and prepare for future careers. |
| Illinois Community College Board | FY13 Program Improvement | Academic Affairs | Glenda Gallisath | Federal/State | \$75,335 | 7/1/12 | 6/30/13 | To support the improvement of select CTE programming. |
| AGENCY-ALLOCATED GRANTS (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.) | | | | | \$2,754,901 | | | |

**College of DuPage
FY13 Grants Awarded Report
July 1, 2012 - June 27, 2013**

Note: New/Revised Entries in Bold

| Granting Agency | Title | Division | Project Director | Type | Amount | Start Date | End Date | Description |
|--|--|---|-------------------|---------|-----------------------|------------|----------|---|
| SUBCONTRACTOR / PARTNER in GRANT | | | | | | | | |
| US Department of State Community College Initiative Program | Community College Consortium with Northern Virginia Community College | Academic Affairs | Maren McKellin | Federal | \$154,907 | 4/23/13 | 12/31/15 | Partnership with Northern Virginia Community College to provide an academic year of study for approximately 16-18 underserved and non-elite students from developing countries. The students will participate in programs from one of the following fields: Applied Engineering, Business Management & Administration, Early Childhood Education, Information Technology, Media, Tourism, and Hospitality Management. |
| IL Department of Human Services and IL Coalition for Immigrant and Refugee Rights | Illinois Refugee and Immigrant Citizenship Initiative (IRICI) | Continuing Education/ Extended Learning | Dan Deasy | State | \$15,323 | 7/1/12 | 6/30/13 | 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. |
| United States Department of Labor | TAACCCT: Illinois Network for Advanced Manufacturing Earn & Learn | Business & Technology | John Kronenberger | Federal | \$520,015 | 10/1/12 | 9/30/16 | Partnership with Harper College and 19 other Illinois Community Colleges to offer additional training by earning certificates and degrees in advanced manufacturing while working. |
| SUBCONTRACTOR / PARTNER in GRANT | | | | | \$690,245 | | | |
| CONTRACTS PENDING | | | | | \$1,118,451 | | | |
| FY13 Total All Grants as of June 27, 2013 | | | | | \$5,028,513.90 | | | |

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

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

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) Tax Levy Collection – This report is presented to the Board for discussion purposes on a quarterly basis (July, October, January, April). This report lists the tax receipts by counties and also by each of the funds that levy taxes.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
6/30/2013 - Preliminary**

| FINANCIAL INSTITUTION | DATE PURCHASED | DATE OF MATURITY | RATE OF RETURN | PRINCIPAL |
|--|-------------------|---------------------|-------------------|------------------------------|
| OPERATING INVESTMENTS: | | | | |
| EDUCATIONAL FUND | | | | |
| US Bank - IL FUNDS | N/A | N/A | 0.02 | \$ 196,985 |
| Wheaton Bank & Trust NOW Acct | N/A | N/A | 0.20 | 14,130,477 |
| PFM Liquidity Acct | N/A | N/A | 0.10 | 17,872,082 |
| GE Capital CD | 8/2/2012 | 8/2/2013 | 0.45 | 249,000 |
| Bank of India CD | 9/12/2012 | 9/11/2013 | 0.50 | 249,000 |
| Discover Bank CD | 3/26/2013 | 4/3/2014 | 0.30 | 249,000 |
| Multibank Security Money Market | N/A | N/A | 0.01 | 251,806 |
| Chase High Yield Saving | N/A | N/A | 0.21 | 68,786,534 |
| Northern Trust Ultra-Short Fixed Income | N/A | N/A | 1.49 | 10,102,029 |
| 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 | (456,578) |
| Global Gov't Securities: Money Market | N/A | N/A | 0.01 | 150,004 |
| | | | | <u>141,780,339</u> |
| WORKING CASH FUND | | | | |
| PFM Investments | N/A | N/A | 1.04 | 8,050,431 |
| PFM Fair Market Value Adjustment | N/A | N/A | N/A | (71,759) |
| PFM IIIT | N/A | N/A | 0.03 | 10,268 |
| | | | | <u>7,988,940</u> |
| SUB-TOTAL OPERATING INVESTMENTS | | | | <u>149,769,279</u> |
| DEBT SERVICE FUNDS | | | | |
| SERIES 2013A Bonds | | | | |
| Amalgamated Money Market | N/A | N/A | 0.01 | <u>4,041,625</u> |
| CONSTRUCTION INVESTMENTS: | | | | |
| SERIES 2011A Bonds | | | | |
| Chase High Yield Saving | N/A | N/A | 0.21 | <u>3,926,052</u> |
| | | | | 3,926,052 |
| SERIES 2013A Bonds | | | | |
| Chase High Yield Saving | N/A | N/A | 0.21 | 1,448,056 |
| Managed Portfolio - 5/3 Bank | N/A | N/A | 1.15 | 20,008,158 |
| Money Market | N/A | N/A | 0.01 | 209,909 |
| Managed Portfolio Fair Value Adjustment | N/A | N/A | N/A | (253,622) |
| Deutsche Bank - Fidelity Mutual Fund | N/A | N/A | 0.87 | 18,008,969 |
| Deutsche Bank - Fidelity Mutual Fund Fair Value Adjustment | N/A | N/A | N/A | (17,929) |
| State Street - Federated Mutual Fund | N/A | N/A | 0.29 | 18,000,148 |
| Northern Trust - GS Enhanced Income Mutual Fund | N/A | N/A | 0.86 | 18,000,458 |
| Northern Trust - GS Short Duration Fund | N/A | N/A | 2.14 | 18,000,471 |
| | | | | <u>93,404,618</u> |
| OPERATIONS AND MAINTENANCE (RESTRICTED) FUND | | | | |
| PFM Investments | N/A | N/A | 1.04 | 17,695,813 |
| PFM Fair Market Value Adjustment | N/A | N/A | N/A | (167,438) |
| PFM IIIT | N/A | N/A | 0.03 | 23,958 |
| | | | | <u>17,552,333</u> |
| SUB-TOTAL CONSTRUCTION INVESTMENTS | | | | <u>114,883,003</u> |
| GRAND TOTAL ALL INVESTMENTS | | | | <u>\$ 268,693,907</u> |

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
6/30/2013 - Preliminary**

| | CASH EQUIVALENTS AND INVESTMENTS | FY2013 INTEREST BUDGET | BUDGETED PLANNED TO DATE | INTEREST EARNED TO DATE |
|---|---|---------------------------------------|---|--|
| EDUCATIONAL FUND * | \$ 94,823,845 | \$ 150,000 | \$ 150,000 | \$ 357,862 |
| OPERATIONS AND MAINTENANCE FUND * | 24,739,455 | 45,000 | 45,000 | 77,396 |
| OPERATIONS AND MAINTENANCE (RESTRICTED) FUND | 114,883,003 | 190,000 | 190,000 | 504,400 |
| DEBT SERVICE FUND * ** | 16,804,180 | 44,049 | 44,049 | 87,980 |
| AUXILIARY FUND * | 9,454,484 | 10,000 | 10,000 | 32,141 |
| WORKING CASH FUND | 7,988,940 | 20,000 | 20,000 | 86,850 |
| | \$ 268,693,907 | \$ 459,049 | \$ 459,049 | \$ 1,146,629 |

* - 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.

** - Includes \$4,041,625 reserved for future debt service interest payments for the Series 2013A bonds.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
CONSTRUCTION BONDS
6/30/2013 - Preliminary**

College of DuPage - 2011A Building Bonds

| | | |
|-------------------------|----|------------|
| Date of Issue | | 8/10/2011 |
| Original Bond Proceeds | \$ | 90,114,979 |
| Original Expense Budget | | 90,120,954 |
| Expenses to Date | | 86,194,902 |
| Future Funds Available | | 3,926,052 |

College of DuPage - 2013A Building Bonds

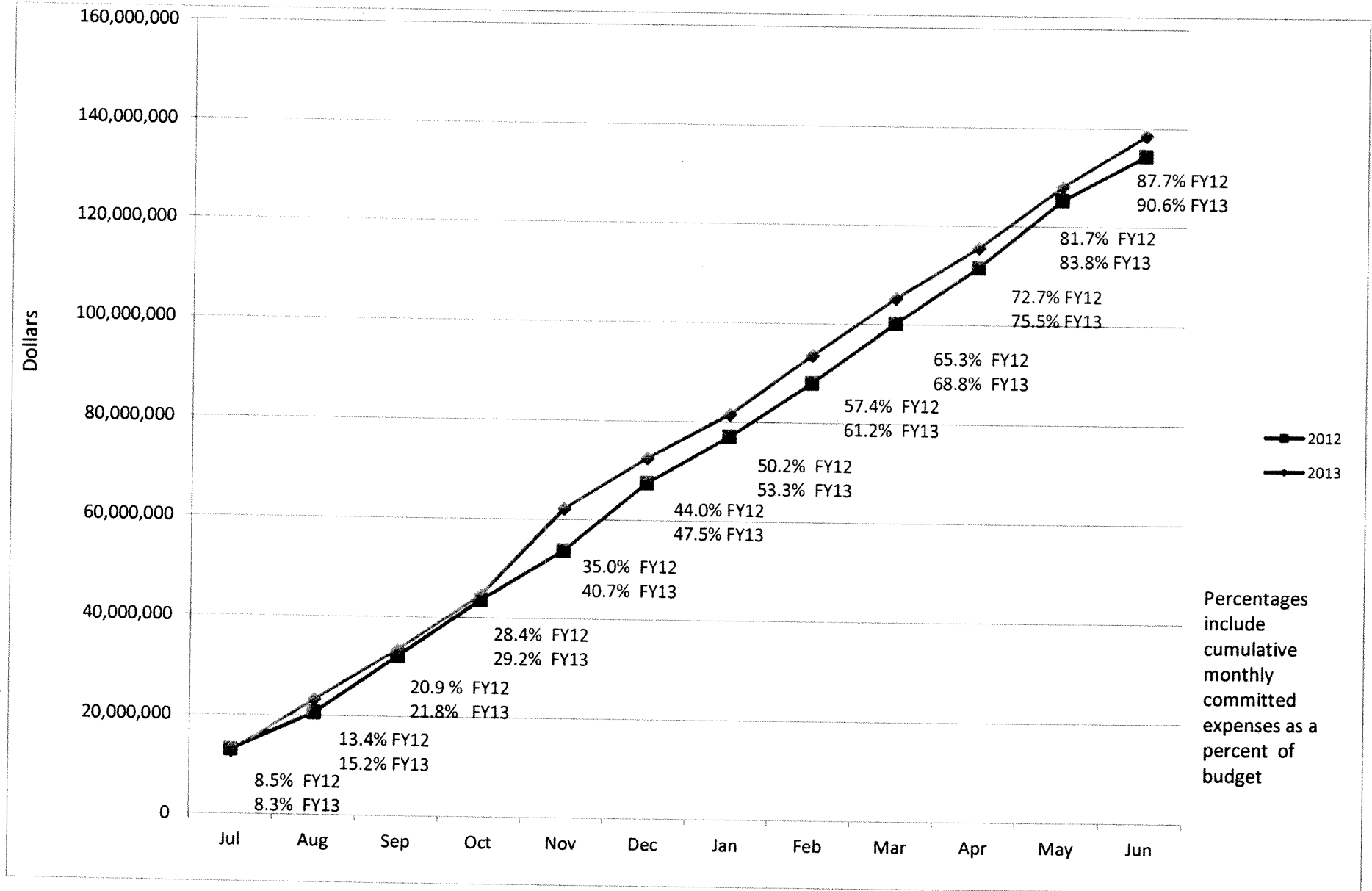
| | | |
|-------------------------|----|------------|
| Date of Issue | | 5/31/2013 |
| Original Bond Proceeds | \$ | 93,455,230 |
| Original Expense Budget | | 93,455,230 |
| Expenses to Date | | 554,684 |
| Future Funds Available | | 93,404,618 |

COLLEGE OF DUPAGE
FISCAL YEAR 2013 BUDGET AND EXPENDITURES
June 30, 2013
As of June 30, 2013 26 of 26 Payrolls have occurred = 100.0%

| DIVISION | CURRENT ANNUAL BUDGET | EXPENDITURES YEAR TO DATE | FUTURE COMMITMENTS | TOTAL COMMITTED | UNCOMMITTED BALANCE | % OF BUDGET COMMITTED |
|---|-----------------------|---------------------------|--------------------|-----------------------|----------------------|-----------------------|
| EDUCATION FUND | | | | | | |
| President | \$ 941,856 | \$ 897,778 | \$ - | \$ 897,778 | \$ 44,078 | 95.32% |
| Govern. Relations/Board of Trustees | 434,462 | 380,913 | - | 380,913 | 53,549 | 87.67% |
| Executive Vice President | | | | | | |
| Executive VP Administration | 852,817 | 380,669 | - | 380,669 | 472,148 | 44.64% |
| Academic Affairs Administration | 4,725,829 | 3,665,129 | - | 3,665,129 | 1,060,700 | 77.56% |
| Business & Technology | 15,926,345 | 15,430,425 | - | 15,430,425 | 495,920 | 96.89% |
| Health & Social Sciences | 31,379,340 | 30,208,873 | - | 30,208,873 | 1,170,467 | 96.27% |
| Liberal Arts | 22,650,431 | 20,870,699 | - | 20,870,699 | 1,779,732 | 92.14% |
| Library | 8,046,162 | 7,590,411 | - | 7,590,411 | 455,751 | 94.34% |
| Continuing Education | 2,817,873 | 2,491,261 | - | 2,491,261 | 326,612 | 88.41% |
| Academic Affairs Total | 85,545,980 | 80,256,798 | - | 80,256,798 | 5,289,182 | 93.82% |
| Student Affairs | 13,330,756 | 11,720,843 | - | 11,720,843 | 1,609,913 | 87.92% |
| Information Technology | 14,457,630 | 12,077,149 | - | 12,077,149 | 2,380,481 | 83.53% |
| Plan & Inst Effectiveness | 919,101 | 738,638 | - | 738,638 | 180,463 | 80.37% |
| Total Executive Vice President | 115,106,284 | 105,174,097 | - | 105,174,097 | 9,932,187 | 91.37% |
| Administrative Affairs | | | | | | |
| Administrative Affairs Admin. | 680,881 | 498,636 | - | 498,636 | 182,245 | 73.23% |
| Business Affairs | 1,797,986 | 1,600,193 | - | 1,600,193 | 197,793 | 89.00% |
| Police Department | 2,040,660 | 1,832,654 | - | 1,832,654 | 208,006 | 89.81% |
| Finance Office | 4,320,744 | 4,055,253 | - | 4,055,253 | 265,491 | 93.86% |
| Facilities/Plant Administration | 4,240,880 | 3,664,489 | - | 3,664,489 | 576,391 | 86.41% |
| Risk Management | 217,056 | 203,884 | - | 203,884 | 13,172 | 93.93% |
| General Institutional | 15,782,412 | 13,956,443 | - | 13,956,443 | 1,825,969 | 88.43% |
| Total Administrative Affairs | 29,080,619 | 25,811,552 | - | 25,811,552 | 3,269,067 | 88.76% |
| Human Resources | 2,574,675 | 1,935,352 | - | 1,935,352 | 639,323 | 75.17% |
| Development & Foundation | 1,229,619 | 1,204,823 | - | 1,204,823 | 24,796 | 97.98% |
| External Relations | 3,628,700 | 3,135,100 | - | 3,135,100 | 493,600 | 86.40% |
| Total Education Fund: | \$ 152,996,215 | \$ 138,539,615 | \$ - | \$ 138,539,615 | \$ 14,456,600 | 90.55% |
| OPERATIONS & MAINTENANCE FUND | | | | | | |
| Administrative Affairs | \$ 14,487,172 | \$ 12,323,186 | \$ - | \$ 12,323,186 | \$ 2,163,986 | 85.06% |
| Information Technology | 640,766 | 545,719 | - | 545,719 | 95,047 | 85.17% |
| Total Operations & Maintenance Fund: | \$ 15,127,938 | \$ 12,868,905 | \$ - | \$ 12,868,905 | \$ 2,259,033 | 85.07% |
| Total General Funds | \$ 168,124,153 | \$ 151,408,520 | \$ - | \$ 151,408,520 | \$ 16,715,633 | 90.06% |

College of DuPage

FY 2012 & FY 2013 Education Fund Committed Expenditures



COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
TAX LEVY COLLECTIONS - CURRENT AND 4 PREVIOUS LEVY YEARS
RECEIVED THROUGH JUNE 30, 2013

| <u>LEVY YEAR</u> | <u>ASSESSED VALUATIONS</u> | <u>EXTENSIONS</u> | <u>AMOUNT COLLECTED</u> | <u>COLLECTED AS % OF EXTENSION</u> | <u>DUPAGE COUNTY TAX RATE</u> |
|------------------|----------------------------|-----------------------|-------------------------|------------------------------------|-------------------------------|
| 2012 | \$ 38,763,381,046 | \$ 104,007,287 | \$ 52,206,757 | 50.20% | 0.2681 |
| 2011 | 42,017,143,168 | 104,753,164 | 104,299,003 | 99.57% | 0.2495 |
| 2010 | 45,371,787,099 | 105,572,929 | 105,046,675 | 99.50% | 0.2349 |
| 2009 | 47,883,147,236 | 101,210,205 | 100,737,201 | 99.53% | 0.2127 |
| 2008 | <u>47,797,629,872</u> | <u>89,022,239</u> | <u>88,709,299</u> | <u>99.65%</u> | 0.1858 |
| TOTAL | <u>\$ 221,833,088,421</u> | <u>\$ 504,565,824</u> | <u>\$ 450,998,935</u> | <u>89.38%</u> | |

2012 LEVY COLLECTIONS:

| <u>COUNTY</u> | <u>2012 ASSESSED VALUATION</u> | <u>2012 EXTENSION</u> | <u>AMOUNT COLLECTED</u> | <u>COLLECTED AS % OF EXTENSION</u> |
|---------------|--------------------------------|-----------------------|-------------------------|------------------------------------|
| COOK | \$ 3,096,213,474 | \$ 8,534,259 | \$ 4,283,575 | 50.19% |
| DUPAGE | 33,451,760,619 | 89,684,170 | 45,006,457 | 50.18% |
| WILL | <u>2,215,406,953</u> | <u>5,788,858</u> | <u>2,916,725</u> | <u>50.39%</u> |
| TOTAL | <u>\$ 38,763,381,046</u> | <u>\$ 104,007,287</u> | <u>\$ 52,206,757</u> | <u>50.20%</u> |

| <u>FUND</u> | <u>COOK COUNTY 2012 TAX RATE</u> | <u>COOK COUNTY RECEIPTS</u> | <u>DUPAGE COUNTY 2012 TAX RATE</u> | <u>DUPAGE COUNTY RECEIPTS</u> | <u>WILL COUNTY 2012 TAX RATE</u> | <u>WILL COUNTY RECEIPTS</u> | <u>TOTAL RECEIPTS</u> |
|----------------------------|----------------------------------|-----------------------------|------------------------------------|-------------------------------|----------------------------------|-----------------------------|-----------------------|
| EDUCATIONAL | 0.1858 | \$ 2,888,886 | 0.1818 | \$ 30,519,097 | 0.1777 | \$ 1,983,551 | \$ 35,391,534 |
| OPERATIONS AND MAINTENANCE | 0.0302 | 469,561 | 0.0298 | 5,002,686 | 0.0290 | 323,710 | 5,795,957 |
| BOND | <u>0.0595</u> | <u>925,128</u> | <u>0.0565</u> | <u>9,484,674</u> | <u>0.0546</u> | <u>609,464</u> | <u>11,019,266</u> |
| TOTAL | <u>0.2755</u> | <u>\$ 4,283,575</u> | <u>0.2681</u> | <u>\$ 45,006,457</u> | <u>0.2613</u> | <u>\$ 2,916,725</u> | <u>\$ 52,206,757</u> |

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) In-Kind Donations Quarterly Report**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

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

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

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

 4. **RECOMMENDATION**
That the Board of Trustees approves the following Board Meeting Minutes:
 - a) June 20, 2013 Special Board Meeting – Public Hearing of FY14 Budget
 - b) June 20, 2013 Regular Board Meeting
-

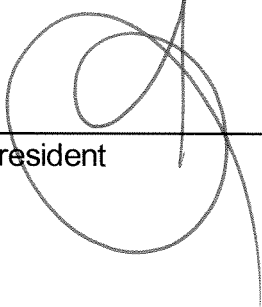
SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING MINUTES

ITEM(S) ON REQUEST

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

- a) June 20, 2013 Special Board Meeting – Public Hearing of FY14 Budget
- b) June 20, 2013 Regular Board Meeting

Erin Caspello _____ 7/2/13
Administrative Assistant, Office of the President Date

 _____ 7/2/13
President Date



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

**MINUTES
SPECIAL BOARD OF TRUSTEES MEETING
PUBLIC HEARING OF FY14 BUDGET
THURSDAY, JUNE 20, 2013
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. PUBLIC HEARING CALL TO ORDER

At 6:49 p.m., the Special Meeting of the College of DuPage Board of Trustees – Public Hearing of the FY14 Budget was called to order by Chairman Birt.

2. ROLL CALL

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

Absent: Student Trustee Knopf.

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. BUDGET PRESENTATION

Thomas Glaser, Senior Vice President Administration and Treasurer, presented the FY14 Budget.

4. PUBLIC COMMENTS

None

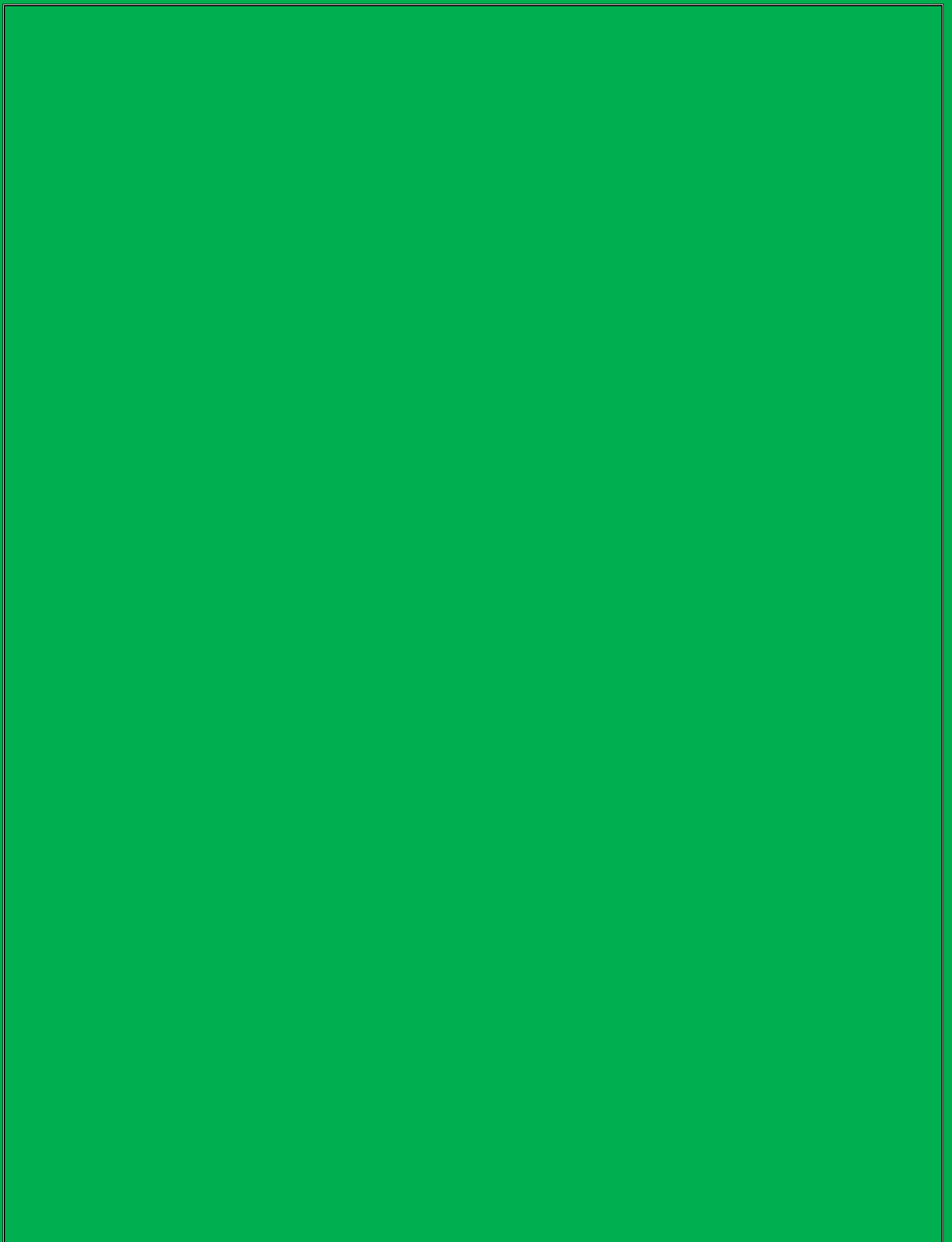
5. ADJOURN

At 6:51 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 McGuire moved, Trustee Savage seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: _____
Allison O'Donnell, Board Secretary

Approved: July 25, 2013

By: _____
Erin Birt, Board Chairman



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

**MINUTES
REGULAR BOARD MEETING
THURSDAY, JUNE 20, 2013
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. CALL TO ORDER

At 7:04 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: Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda and Joe Wozniak.

Absent: Student Trustee Knopf.

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. Trustee McGuire moved, Trustee Svoboda seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Regular Board Meeting of June 20, 2013. The motion carried unanimously.

4. PRESENTATIONS

A. Global Education Update

- Dr. Glenda Gallisath, Associate Vice President Academic Affairs, introduced Marin McKellin and Dr. Sandra Anderson.
- Marin McKellin, Manager Field Studies, spoke on the many opportunities offered for students wishing to study abroad.
- Dr. Sandra Anderson, Professor, spoke regarding exchange programs and international students.

5. STUDENT TRUSTEE'S REPORT

- None

6. PRESIDENT'S REPORT

- Kenneth Gray, Professor Psychology, spoke on the changes for this year's Laps for Chaps 5k Run to be held on October 19, 2013.

7. COMMENTS FROM COLLEGE OF DuPAGE EMPLOYEES

- Glenn Hansen spoke regarding employee concerns.

8.A. COMMENTS FROM DISTRICT 502 CITIZENS

- None

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, Secretary O'Donnell 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

B. The following items for BOARD APPROVAL:

- 1) Minutes
 - a) June 20, 2013 Special Board Meeting – Public Hearing of the FY14 Budget
 - b) June 20, 2013 Regular Board Meeting
- 2) Financial Reports
 - a) Treasurer's Report
 - b) Payroll and Accounts Payable Report
- 3) Bid Items
 - a) Lincoln Electric Robotic Welding Machine to the lowest responsible bidder The Lincoln Electric Company, 115 E. Crossroads Parkway, Suite A, Bolingbrook, IL 60440 for a total expenditure of \$51,925.20.
 - b) Janitorial Services – Supplemental Staff to the lowest responsible bidder Midway Building Services, 456 N. Oakley Blvd., Chicago, IL 60612, for a one-year contract, not to exceed \$466,294.00 for July 1, 2013 through June 30, 2014, with the option for a second year not to exceed \$480,022.40 for a total expenditure not to exceed \$946,316.40.

- c) Trend Micro Software Renewal, to the lowest responsible bidder, Scholar Buys, 11 W. Main Street, Suite 202, Carpentersville, IL 60111, for a total expenditure of \$58,076.00.
- 4) Requests for Proposals:
- a) Water Treatment Chemicals for Facilities Operations (RFP) for a three year contract with HOH Water Technology, Inc., 500 South Vermont Street, Palatine, IL 60067 for a total expenditure of \$69,171.00.
- 5) Purchase Orders:
- a) Maintenance Contract Renewals as follows:
- | | | |
|-----|---|---------------|
| (A) | Automated Logic Chicago (Building Automation-CHC, TEC & Carol Stream) 2400 Ogden Avenue, Suite 100 Lisle, IL 60532 | \$ 134,940.00 |
| (B) | Blackboard (Course Management System) 650 Massachusetts Ave, N.W. Washington, DC 20001 | \$ 96,096.00 |
| (C) | CARLI (Library Database Licenses) 100 Trade Centre Drive, Suite 303 Champaign, IL 61820 | \$ 70,565.00 |
| (D) | CARLI – IShare (Library System Software) 100 Trade Center Drive, Suite 303 Champaign, IL 61820 | \$ 59,300.00 |
| (E) | Ellucian, Inc. (Datatel/Colleague Systems) 4375 Fair Lakes Court Fairfax, VA 22033 | \$ 528,920.00 |
| (F) | EBSCO Information Services (Library Annual Periodicals) 1140 Silver Lake Road Cary, IL 60013-1685 | \$ 110,000.00 |

- | | | |
|-----|--|---------------|
| (G) | ESM Solutions (Mercury Commerce) 2 Walnut Grove #190 Horsham, PA 19044 | \$ 28,270.00 |
| (H) | Honeywell Building Solutions (Building Automation-HSC, BIC and SSC) 1500 W. Dundee Road Arlington Heights, IL 60004 | \$ 389,310.00 |
| (I) | Innovative Interfaces, Inc. (Automated Library System) P.O. Box 7849 San Francisco, CA 94120-7849 | \$ 50,374.00 |
| (J) | OCLC/ILLINET-Illinois State Library (On-Line Computer Library) 300 S. Second Street Springfield, IL 62701 | \$ 43,685.00 |
| (K) | Perceptive Software Maintenance Renewal 22701 W. 38 th Street Shawnee, KS 66226 | \$ 46,412.00 |
| (L) | Project Leadership Associates (Enterprise Data Network & Network Security) 120 S. LaSalle Street, Suite 1200 Chicago, IL 60603 | \$ 50,000.00 |
| (M) | Proquest LLC (Library Database Licenses) 6216 Paysphere Circle Chicago, IL 60674 | \$ 35,880.00 |
| (N) | Rave Wireless, Inc. (Rave Alert System) 50 Speen Street, Suite 301 Framingham, MA 01701 | \$ 49,670.80 |
| (O) | Symantec Software Corporation (Netbackup – Server Backups) 20300 Stevens Creek Blvd. Cupertino, CA 95014 | \$ 19,479.81 |

| | | |
|-----|--|----------------------|
| (P) | Gale (Library Database Licenses) 27500 Drake Road Farmington Hills, IL 48331-3535 | \$ 39,420.00 |
| (Q) | Autodesk, Inc. (Constructware Enterprise License) 111 McInnis Parkway San Rafael, CA 94903 | \$ 37,750.00 |
| (R) | Siemens (Building Automation System Maintenance Contract for the PE, MAC CMC, SRC, SCC, Naperville, and Westmont Buildings) 2400 Ogden Avenue, Suite 100 Lisle, IL 60532 | \$ 238,188.00 |
| (S) | Oracle America, Inc. (Hyperion) 500 Oracle Parkway Redwood Shores, CA 94065 | \$ 38,363.56 |
| (T) | TouchNet Information Systems, Inc. 15520 College Blvd. Lenexa, KS 66219 | \$ 80,600.00 |
| (U) | Arrow S3 (Voice / IP Maintenance Services) 500 East Diehl Road Naperville, IL 60563 | <u>\$ 492,477.81</u> |

For a total expenditure of: \$2,639,710.98

- (b) Cladding for BIC Cooling Tower and BIC CoGen Plant
to Legat Architects, 2015 Spring Road, Suite 175, Oak
Brook, IL 60523 for a total expenditure of \$46,200.00.

6) Ratify the Personnel Actions.

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

- g) Ratification of Classified Resignations / Terminations
- h) Ratification of Managerial Retirements

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

1) Ratification of Construction Change Orders

▪ Referendum-Related Projects

- **2013 SITE IMPROVEMENTS – ENCAP, INC. #003: \$11,250.60.** This change reflects audit reconciliation (credit \$538.98) of previous change orders and compensates ENCAP for the additional service required to amend a previously unknown drain tile system uncovered during the performance of Pond 9 Expansion. *This is an audit correction and Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – ENCAP, INC. #004: \$3,812.80.** This change reflects College requested changes to add valve components to the west berm irrigation system. The revised system reduces water consumption and prevents overwatering by separating the west berm into three independent zones. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – MORTENSON #264: CREDIT (\$3,289.00).** This credit is the result of the College's audit and final close-out of the open contract with Nova Fire Protection. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #265: CREDIT (\$22,903.00).** This credit is the result of the College's audit and final close-out of the open contract with CW Burns. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #266: CREDIT (\$11,584.00).** This credit is the result of the College's audit and final close-out of the open contract with Huen Electric. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #267: CREDIT (\$41,869.00).** This credit is the result of the College's audit and final close-out of the open contract with Joseph Construction. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #268: CREDIT (\$72,964.00).** This credit is the result of the College's audit and final close-out of the open contract with Spray Insulations. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #269: CREDIT (\$161,674.00).** This credit is the result of the College's audit and final close-out of the open contract with Mechanical, Inc. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #270: CREDIT (\$132,751.00).** This credit is the result of the College's audit and final close-out of the open contract with Vortex Flooring. *This change is the Result of a Final Close-Out.*

- **BIC/SRC – MORTENSON #273: CREDIT (\$8,190.00).** This credit is the result of the College's audit and final close-out of the open contract with Klein Dickert Interior Glazing. *This change is the Result of a Final Close-Out.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #078: CREDIT (\$898.00).** This credit is to provide 285 s.f. of carpet tile in lieu of originally specified resilient tile in the Plan Room of the Maintenance Center. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #082: \$557.00.** This change is to delete four countertop sinks which were duplicated in the scope of work, and increase the size of a mop basin to 36"x36" to better accommodate custodial activities. This is an *Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #083: \$1,145.00.** This change is to reconfigure several office walls in the Maintenance Center office suite to accommodate additional conference, storage and custodial rooms. The ventilation and electrical changes associated with these revisions will be presented at a later date. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #084: \$ 430.00.** This change is to reconfigure several office doors, modify non-aluminum door hardware, and revise door openings in the Maintenance Center office suite to accommodate additional conference, storage and custodial rooms. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #088: \$13,116.00.** This change is to provide the required electrical system from the Maintenance Center to the new Pond 9 pump system. The CMC is the most appropriate location to provide the power to the pump and can accommodate the revision in the new electrical distribution system. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #100: \$18,257.00.** This change is to provide the necessary conference and training room chairs and tables per the architectural drawings. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #104: \$44,135.00.** This change is to provide necessary parts and components to utilize the existing Operations and Facility Steelcase furniture in the new building. The price includes delivery and assembly of new and existing furniture in the new office suite. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #106: \$5,076.00.** This change is to upgrade the rotary lift for the Small Vehicle Service Bay in the Maintenance Center. The specified lift system was to primarily service landscaping vehicles and mowers. The upgraded lift will accommodate mowers and full service vehicles, increasing the area's flexibility for the Buildings & Grounds staff. *This is an Owner-Requested Scope Change.*

- **INFRASTRUCTURE PROJECT – BLOCK ELECTRIC #008: \$18,390.00.** This change is for the replacement of underground conduit severely oxidized by groundwater and chlorine from the emergency generator to the EM circuits in the PE building. The new conduit will be run above ground and color-coded for identification. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #013: \$5,069.00.** This change is for adding one new floor drain and sink and for an associated plumbing vent line because the existing vent stack was not large enough to serve two additional drains. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #014: \$29,700.00.** This change is for the unforeseen unsuitable soils encountered at the new gallery foundations. Bad soils were removed and new structural fill was installed. In addition to the structural fill, concrete deadmen had to be installed to brace the new precast walls. *This is an Unforeseen Condition Scope Change.*
- **MAC RENOVATION – MORTENSON #015: CREDIT (\$26,621.00).** This change is a credit for changing from new dock precast walls to CMU block. The revision prevented existing electrical and gas pipes from having to be rerouted. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #016: \$6,690.00.** This change is for adding electrical and data outlets to coordinate with the new furniture equipment. *This is an Un-bought Scope Change.*
- **MAC RENOVATION – MORTENSON #017: \$7,274.00.** This change is for Electrical and A/V revisions in Theaters 1 and 2 and affects the lighting and audio visual systems for these areas. *This is an Errors and Omissions Scope Change.*
- **MAC RENOVATION – MORTENSON #020: CREDIT (\$11,910.00).** This change is a credit for deleting CMU walls, HVAC ducts and miscellaneous electrical revisions in Theater 2 and the Dance Studio. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #022: \$7,678.00.** This change is for electrical work associated with changing light fixtures to fit in the existing ceiling space. *This is an Unforeseen Condition Scope Change.*
- **MAC RENOVATION – MORTENSON #023: CREDIT (\$9,428.00).** This change is a credit to delete the air compressor in the third floor mechanical room. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #025: \$16,830.00.** This change is for work associated with addressing the vibration of existing supports in the first floor balcony ceiling and adds an additional layer of drywall to the first floor balcony to improve acoustics. *This is an Unforeseen Condition Scope Change.*
- **MAC RENOVATION – MORTENSON #026: \$15,511.00.** This change is for adding new control joints and wall bracing in existing walls throughout the MAC building. *This is an Unforeseen Condition Scope Change.*

- **MAC RENOVATION – MORTENSON #027: CREDIT (\$4,575.00).** This change is a credit for miscellaneous A/V equipment, conduit and wiring changes within Theater 1 and 2. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSON #028: CREDIT (\$3,725.00).** This revision reduces the number of card readers, and miscellaneous furniture feeds. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #015: \$0.00.** This change is for the adjustment of two man-doors to accommodate the College's door standards. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #025: \$1,472.00.** This change is to upgrade the exterior roof access door from the specified aluminum panel to fiberglass to increase its life expectancy and serviceability. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #080: \$24,323.00.** This change is to provide a new gypsum board ceiling around the perimeter of the Multi-Activity room. The soffit will be large enough to accommodate new ductwork and reworked sprinkler piping so that the new dropped ceiling can be raised to 11' 6", a full 18" above the previous ceiling. This will be instrumental in accommodating new sports and dance classes that could not utilize the space previously. The architect will be accountable for half of this change. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #084: \$504.00.** This change is to allow for better egress and door swings for the Women's and Men's Locker Rooms via wall, lavatory and counter-top revisions. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #087: \$3,484.00.** This change is for the installation of a door, hardware and frame to allow access to the All-American room from one office in the PE Office Suite to accommodate the coach/advisor's position. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #090: CREDIT (\$2,913.00).** This credit is for the costs associated with the deletion of six marker boards and eight tack boards and the addition of seven smaller tack boards and one larger marker board. This change will better accommodate the teaching in the three new PE classrooms. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #092: \$4,059.00.** This change is to revise the electrical distribution panel and revise the wall type in the kitchen area as required by the DuPage County permit review comments. *This is Permit-Required Scope Change.*
- **PE RENOVATION – POWER #093: CREDIT (\$7,382.00).** This credit is to revise the wall tile type and accent stripes, pool depth markers and signage to meet current design standards. *This is a Value Engineering Scope Change.*
- **PE RENOVATION – POWER #097: \$3,456.00.** This change is to revise the Arena southwest entrance and replace the entire soffit above the bleachers with new soffit material. The existing bleacher soffit was heavily water stained and needed

extensive repairs. Included in this change is the addition of a handicap accessible door from the south entrance into the Arena. *This is an Owner-Requested Scope Change.*

- **PE RENOVATION – POWER #099: \$12,295.00.** This change is for the costs associated with the existing steel guardrail system replacement, concrete landing and slab infills at the new surge tank. The project Architect will share the responsibility of the costs associated with this change. *This is an Unforeseen Condition and Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #100: CREDIT (\$4,070.00).** This credit is to remove the counter-top sinks from the Plumber's scope as sink basins are already provided as part of the Carpentry scope as solid surface sinks. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #101: \$8,034.00.** This change is for the costs associated with the twenty eight hardware revisions requested by the College that include updates to steel, wood and fiberglass doors not accurately specified in the April 2011 Design Criteria. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #102: \$56,607.00.** This change is to provide new finishes, fans, ceiling tiles and grid, acoustical wall panels and a wood floor finish for the existing Dance Studio originally eliminated from the base scope due to budget constraints. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #103: CREDIT (\$7,327.00).** This credit is to remove the counter-tops and cabinets in the Training Office Suite to better accommodate the Trainers' activities. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #104: \$1,359.00.** This change is to provide a new fire-resistant stud-wall partition and door relocation to accommodate the DuPage County Building comments. *This is Permit-Required Scope Change.*
- **PE RENOVATION – POWER #105: \$51,327.00.** This change is to provide new framing, gypsum board soffits, light fixtures and final finishes in the Plaza Level corridor (where the old racquetball courts existed). The existing light cove and soffit were not supported by the vertical wall as they should have, but instead were supported from the drywall ceilings that were removed with the renovation work. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #106: \$10,766.00.** This change is for the costs associated with the additional pipe and supports necessary to increase the chilled water lines that were not correctly sized on the Issue for Bid drawings. During review of the air handler coil shop drawings, it was discovered that the 2" supply and return lines were not sized to accommodate the water flow. *This is an Un-bought Scope Change.*
- **PE RENOVATION – POWER #108: \$12,673.00.** This change is for the costs associated with the ductwork revisions necessary to accommodate the building steel not accurately reflected in the College's as-built drawings. The available space

above the office ceilings does not allow for the routing of a duct main through the Video 202D office. *This is an Unforeseen Condition Scope Change.*

- **PE RENOVATION – POWER #110: \$549.00.** This change is for the installation of new exhaust duct not originally shown on the Issue for Bid drawings. *This is an Unbought Scope Change.*
- **PE RENOVATION – POWER #112: \$557.00.** This change is for the revision of door hardware at the request of the College and review of the contractor furnished shop drawings. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #113: \$69,911.00.** This change is to provide three fire-rated overhead doors, smoke detection and fire alarm interlocks from the Arena storage areas to the main Arena as required by DuPage County Building comments. Additionally, three overhead doors will be replaced by non-rated 18-gauge roll-up doors to match the three new, rated doors. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #117: \$53,403.00.** This change is for the costs associated with the time and material change order for the natatorium repair and reconstruction work. This is the third change item that includes winter conditions associated with the repair work; partitions, snow removal, heaters, concrete blankets for concrete, etc. The total T&M not-to-exceed value of this change, previously approved by the Board in November of 2012 is \$763,502. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – TESTING SERVICES CORP #001: \$20,000.00.** This time and material change is to allow the soil and concrete testing for the renovation work that accommodates the steel failure in the natatorium and unsuitable soils discovered during the building excavation. *This is an Unforeseen Condition Scope Change.*
- **SRC – MORTENSON #048: \$8,312.00.** This cost is for work required to install reused furniture in a new configuration per the design drawings. The new configuration required additional furniture pieces and labor for installation. Also, installation had to be done on overtime hours to accommodate preparations for County inspections scheduled for the following Monday. *This is an Owner-Requested Scope Change.*
- **SRC – MORTENSON #049: \$6,670.00.** This change is the result of additional power outlets and data receptacles needed for the installation of 9 IT work stations in rooms 2162 and 2171. This work should have been indicated on the drawings to coordinate with the layout of the work stations shown. This change will be back-charged to LSH and Amsco Engineering. *This is an Architect/Engineer Scope Change.*
- **SRC – MORTENSON #052: \$5,581.00.** This cost is for work on the existing SRC Fire Alarm system to correct preexisting system troubles, replace unforeseen end line resistors and replace preexisting bad audio and strobe devices that were not a part of this project's scope of work. *This is an Owner-Requested Scope Change.*

- **Capital Budget Projects**
None
- 2) **Approval of Construction-Related Change Orders**
 - **Referendum-Related Projects**
None
 - **Capital Budget Projects**
None

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

10. **NEW BUSINESS**

A. **For Information Only:**
None

B. **For Approval:**

- 1) Secretary O'Donnell moved and Vice Chair Hamilton seconded that The Board approve the Election of Officers, Board Policy 5-55. On roll call, voting aye: Secretary O'Donnell, Trustee Wozniak, Vice Chair Hamilton and Chair Birt. On roll call, voting nay: Trustees Savage, Svoboda and McGuire. Motion carried.
- 2) Secretary O'Donnell moved and Vice Chair Hamilton seconded that the Board approve the Duties of the Vice Chair and Co-Vice Chair, Board Policy 5-65. On roll call, voting aye: Trustee Wozniak, Vice Chair Hamilton, Secretary O'Donnell and Chair Birt. On roll call, voting nay: Trustees Savage, Svoboda and McGuire. Motion carried.
- 3) Secretary O'Donnell moved and Vice Chair Hamilton seconded that the Board approve the Ratification of Election of Board Co-Vice Chair. On roll call, voting aye: Trustee Wozniak, Vice Chair Hamilton, Secretary O'Donnell and Chair Birt. On roll call, voting nay: Trustees Svoboda, McGuire and Savage. Motion carried.
- 4) Trustee Savage moved and Trustee Svoboda seconded that the Board approve the contract for Data Warehouse with Dunn Solutions Group, 5550 Touhy Avenue, Suite 400a, Skokie, IL 60077 in an amount not to exceed \$497,000.00. On roll call, voting aye: Trustee Wozniak, Vice Chair Hamilton, Trustees McGuire, Secretary O'Donnell, Trustees Savage, Svoboda and Chair Birt. Motion carried unanimously.

- 5) Trustee Savage moved and Trustee Svoboda seconded that the Board approve the three-year contract of IntelliResponse with IntelliResponse Systems, Inc., 25 Adelaide Street East, Toronto, ON Canada M5C 3A1i for the period of 7/1/13-6/30/16 in the amount of \$75,000.00. On roll call, voting aye: Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage, Svoboda, Wozniak and Chair Birt. Motion carried unanimously.
- 6) Secretary O'Donnell moved and Trustee McGuire seconded that the Board approve the contractual payments for Continuing Education Summer High School Textbook Rental Expenditure with Follett Bookstore, 425 Fawell Blvd., Glen Ellyn, IL 60137. On roll call, voting aye: Trustee McGuire, Secretary O'Donnell, Trustees Savage, Svoboda, Wozniak, Vice Chair Hamilton and Chair Birt. Motion carried unanimously.
- 7) Trustee Svoboda moved and Trustee Savage seconded that the Board approve the Adoption of FY2014 Budget. On roll call, voting aye: Secretary O'Donnell, Trustees Savage, Svoboda, Wozniak, Vice Chair Hamilton, Trustee McGuire and Chair Birt. Motion carried unanimously.
- 8) Trustee Svoboda moved and Secretary O'Donnell seconded that the Board approve RAMP Document dated June, 2013 for submission to the ICCB. On roll call, voting aye: Trustees Savage, Svoboda, Wozniak, Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell and Chair Birt. Motion carried unanimously.
- 9) Secretary O'Donnell moved and Trustee McGuire seconded that the Board approve the 2014-2016 Strategic Long Range Plan effective July 1, 2013. On roll call, voting aye: Trustees Svoboda, Wozniak, Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell, Trustee Savage and Chair Birt. Motion carried unanimously.
- 10) Trustee Savage moved and Secretary O'Donnell seconded that the Board approve to Reserve a portion of the FY2013 Fund Balance: increase funded depreciation reserve by \$5 million and I.T. Strategic Plan reserve by \$5 million. On roll call, voting aye: Trustee Wozniak, Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage, Svoboda and Chair Birt. Motion carried unanimously.
- 11) Secretary O'Donnell moved and Vice Chair Hamilton seconded that the Board approve the Approval of Treasurer's Surety Bond for the purchase of two Treasurer's Bonds (\$41,524 for \$43,709,827 bond and \$12,251 for the \$12,896,129 bond) written through R.J. Galla

Company, Inc. for the 12-month period from July 1, 2013 to June 30, 2014. On roll call, voting aye, Vice Chair Hamilton, Trustee McGuire, Secretary O'Donnell, Trustees Savage, Svoboda, Wozniak and Chair Birt. Motion carried unanimously.

11. ANNOUNCEMENTS:

ICCTA Report

- Trustee Svoboda recently attended a meeting at Rock Valley College where she received rave reviews on Dr. Jean Kartje, Tom Glaser and Dr. Breuder.
- ICCTA continues to focus on legislative issues and budget funding, as well as pension reform.
- Trustee Svoboda to be ICCTA Treasurer and representative. Kim Savage to be a representative and Joe Wozniak will be alternate.
- It was also agreed that Trustee McGuire would serve as liaison to the College of DuPage Foundation.
- Trustee Savage mentioned that some colleges have received veteran's money and Tom Glaser will be looking into whether we will be receiving any.

Foundation Report

- Trustee Savage reported that the Board recently elected new officers. Former President Hank Steinbrecher was recognized him for his services and will serve in a new position on the board as Past President.

Other Announcements

- Trustee Savage requested a business plan for Phase 2 of the Homeland Security.
- Trustee Svoboda requested having a workshop for the trustees.
- Trustee McGuire requested holding a retreat for the trustees.
- Chair Birt asked that questions regarding board packet items be submitted as soon as possible after receipt of packet to give administrators time to answer their questions.
- Chair Birt announced that former Board Chair David Carlin recently welcomed a baby boy. Mother and baby are doing well.

12. ADJOURN

At 8:40 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 Savage moved, Trustee Svoboda seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: _____
Allison O'Donnell, Board Secretary

Approved: July 25, 2013

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.

3. BACKGROUND INFORMATION

June 30, 2013 is the end of the College fiscal year and, therefore, the books are held open for a few weeks to insure a proper cut-off. As a result, there is no Treasurer's Report included for June. The June report will be presented at the August Board Meeting, along with the July report.

a) Payroll and Accounts Payable Report – This report is presented to the Board for approval each month. This report lists the total payroll and accounts payable for the accounting month by fund.

b) Budget Transfer Report – This report is presented to the Board for approval on a quarterly basis (July, October, January, April). The budget transfer report lists the funds, descriptions, amounts and reasons for the budget transfer.

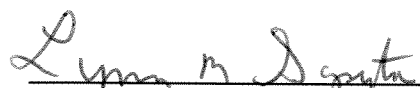
4. RECOMMENDATION

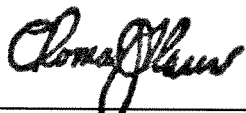
That the Board of Trustees approves the Payroll & Accounts Payable Report and Budget Transfer Report.

SIGNATURE PAGE FOR FINANCIAL REPORTS

ITEM(S) ON REQUEST

That the Board of Trustees approves the Payroll & Accounts Payable Report and Budget Transfer Report.


Assistant Vice President Financial Affairs/Controller 7/11/13
Date


Senior Vice President Administration/Treasurer 7/11/13
Date


Executive Vice President 7-16-13
Date

College of DuPage
Community College District No. 502
PAYROLL AND ACCOUNTS PAYABLE REPORT
CASH DISBURSEMENTS
June 30, 2013

Payroll - June 2013

| | Gross | Net |
|----------------------|---------------------|---------------------|
| Advices | \$ 7,482,470 | \$ 4,949,148 |
| Checks | 322,856 | 232,706 |
| Total Payroll | \$ 7,805,326 | \$ 5,181,854 |

Accounts Payable - June 2013*

| | |
|---------------------------------------|----------------------|
| Imprest checks - Vendors | 806,551 |
| Imprest Echecks - Vendors | 749,171 |
| Imprest checks - Employees | 38,892 |
| Imprest Echecks - Employees | 131,708 |
| Imprest checks - Student Refunds | 635,860 |
| Imprest Debit Cards - Student Refunds | 225,677 |
| Imprest E-commerce - Student Refunds | 877,952 |
| Total Imprest | \$ 3,465,811 |
| Operating checks - Vendors | \$ 885,255 |
| Operating Echecks - Vendors | 11,217,500 |
| ACH transfers - Vendors | 1,508,397 |
| Wire transfers - Vendors | 3,568,853 |
| Total Operating | \$ 17,180,005 |

Combined Payroll and Accounts Payable - June 2013

| | |
|--------------------------------------|----------------------|
| Total Net Payroll Disbursements | \$ 5,181,854 |
| Total Accounts Payable Disbursements | 20,645,816 |
| Total Cash Disbursements | \$ 25,827,670 |

*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 JUNE 2013 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - JUNE

| <u>NUMBER</u> | <u>PAYEE NAME</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---------------|---|---|---------------|
| IM*0121554 | IDES-Magnetic Media Unit | Unemployment claims January - March 2013 | \$ 37,353.59 |
| IM*0121558 | Medwedeff Forge and Design | Partial payment for Fountain Sculpture fabrication | 67,237.74 |
| IM*0121850 | Central Irrigation Supply | Irrigation control system and supplies | 62,330.83 |
| IM*0121851 | ComEd/Commonwealth Edison-Carol Stream | Distribution charges for April - May 2013 | 61,669.79 |
| IM*0121852 | Daily Herald | Advertising campaign services for Marketing and Creative Services | 20,668.08 |
| IM*0121853 | Groot Industries | Purchasing for bid or quote for Recycle/Waste | 30,995.00 |
| IM*0121854 | Healthcare Service Corp | Run out of medical claims; dental claims April-May 2013 | 91,368.52 |
| IM*0121855 | Metro Professional Products, Inc. | Carpet vacuum and extractor | 27,296.00 |
| IM*0121856 | Official Payments | Credit card merchant transaction fees January - March 2013 | 107,185.35 |
| IM*0121857 | Pearson Education | Life Skills testing materials | 23,808.57 |
| IM*0121858 | Postmaster - Glen Ellyn | USPS postage usage replenishment - June 2013 | 18,000.00 |
| IM*0121859 | Reliance Standard Life Insurance Co. | Payroll deductions Life Insurance March/April 2013 | 40,839.51 |
| IM*0121859 | Reliance Standard Life Insurance Co. | Payroll deductions Long-term disability March/April 2013 | 17,827.39 |
| IM*0121859 | Reliance Standard Life Insurance Co. | Life Insurance college share March 2013 | 20,357.89 |
| IM*0121860 | Reserve Account | Postage usage replenishment for June 2013 | 20,000.00 |
| IM*0121861 | Technology Center of Dupage | COD Trucking School Rental April - June 2013 | 15,000.00 |
| IM*0121862 | Wight & Company | Architectural and engineering services for MAC project | 136,133.76 |
| IM*0121863 | Xerox Corporation | Xerox copier lease/usage fees June 2013 | 34,362.08 |
| IM*0123154 | Airgas Usa | FLEXTEC 450 POWER SOURCE MACHINE ONLY, NO INPUT | 29,402.40 |
| IM*0123155 | Wight & Company | Architectural and engineering services for MAC project | 23,418.50 |
| IM*A256 | Dept of Treasury | Federal Tax withholding 6/13/13 payroll | 503,389.67 |
| IM*A256 | Dept of Treasury | College share FICA tax withholding 6/13/13 payroll | 5,082.63 |
| IM*A256 | Dept of Treasury | College share Medicare tax withholding 6/13/13 payroll | 49,747.81 |
| IM*A257 | IDES-Magnetic Media Unit | State tax withholding 6/13/13 payroll | 155,145.84 |
| IM*A259 | Dept of Treasury | Federal Tax withholding 6/27/13 payroll | 558,501.86 |
| IM*A259 | Dept of Treasury | College share FICA tax withholding 6/27/13 payroll | 10,255.18 |
| IM*A259 | Dept of Treasury | College share Medicare tax withholding 6/27/13 payroll | 55,291.97 |
| IM*A260 | IDES-Magnetic Media Unit | State tax withholding 6/27/13 payroll | 170,982.38 |
| IM*E0019963 | Abbey Paving Co. Inc. | Services for Parking Improvement project | 148,488.22 |
| IM*E0019964 | Advanced Technologies Consultants, Inc. | Lab Volt Training System | 41,000.00 |
| IM*E0019965 | Encap Inc. | Services for West Campus Retention Pond project | 37,159.29 |
| IM*E0019966 | Follett Higher Education | Pell Bookbills Summer 2013 | 38,641.26 |
| IM*E0019967 | Franczek Radelet | Legal fees and services - April 2013 | 19,250.62 |
| IM*E0019968 | Hewlett Packard | HP Compaq Pro 6300 for Information Technologies | 44,940.00 |
| IM*E0019969 | IACE Travel | Fees for Field Studies Japan trip (participant paid) | 27,660.00 |
| IM*E0019970 | Integrus Energy Services Inc. | Electric energy fees April - May 2013 | 121,982.79 |
| IM*E0019971 | Kinsale Contracting Group Inc. | Asbestos abatement services SRC building | 30,645.00 |
| IM*E0019972 | Power Construction Co., LLC | Construction management services for SCC project | 1,523,752.00 |
| IM*E0019973 | Precise Printing Network Inc. | Printing services for Continuing Ed Class Schedule | 24,190.00 |
| IM*E0019974 | Riverside Technologies, Inc. | HP Network Equipment for Information Technologies | 51,000.00 |
| IM*E0019975 | WLM World Travel | Fees for Field Studies Spain trip (participant paid) | 17,670.94 |
| IM*E0020181 | DuPage Credit Union | Payroll deduction 6/13/13 payroll | 47,373.02 |
| IM*E0020182 | SURS-State Univ Retirement System | SURS withholding 6/13/13 payroll | 297,854.40 |
| IM*E0020182 | SURS-State Univ Retirement System | College share SURS health 6/13/13 payroll | 14,416.28 |
| IM*E0020182 | SURS-State Univ Retirement System | Trust & Federal funds 6/13/13 payroll | 3,619.10 |
| IM*E0020183 | Valic Retirement Services | Payroll deduction 6/13/13 payroll | 110,065.09 |
| IM*E0020189 | Proliance Energy Llc | Gas services April 2013 | 66,748.08 |
| IM*E0020198 | Community College Health Consortium | Claims for medical insurance plans June 2013 | 1,210,635.80 |
| IM*E0020199 | CPP Inc. | Career interest tests for Assessment and Testing | 19,291.98 |

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD
AT THE JUNE 2013 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - JUNE

| <u>NUMBER</u> | <u>PAYEE NAME</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|---|--|---|-------------------------|
| IM*E0020200 | Follett Higher Education | Pell Bookbills Spring/Summer 2013 | \$ 52,908.33 |
| IM*E0020201 | Hewlett Packard | HP Server Equipment (Grant funded) | 19,853.20 |
| IM*E0020202 | Joliet Junior College | Chargebacks for Spring term 2013 | 20,160.92 |
| IM*E0020203 | Vortex Enterprises | Flooring system for SRC North Atrium | 42,356.00 |
| IM*E0020683 | Arthur J. Gallagher & Co | New Business Insurance Premium - SRC Library project | 39,767.00 |
| IM*E0020684 | Hewlett Packard | HP Notebooks for Information Technologies | 15,530.24 |
| IM*E0020685 | Johnson Health Technologies | Treadmills for Athletic Program | 20,938.00 |
| IM*E0020686 | Legat Architects | Professional services for the Campus Maintenance Center project | 36,928.52 |
| IM*E0020687 | Loebl Schlossman & Hackl, Inc. | Professional services for Library project | 26,733.70 |
| IM*E0020688 | Michael Walters Advertising | Advertising fees for Summer term 2013 | 80,871.45 |
| IM*E0020689 | Mortenson Construction | Construction management services for MAC project | 6,407,459.00 |
| IM*E0020690 | Proliance Energy Llc | Gas services April 2013 | 37,471.14 |
| IM*E0020821 | DuPage Credit Union | Payroll deduction 6/27/13 payroll | 48,083.02 |
| IM*E0020822 | SURS-State Univ Retirement System | SURS withholding 6/27/13 payroll | 321,524.56 |
| IM*E0020822 | SURS-State Univ Retirement System | College share SURS health 6/27/13 payroll | 15,077.86 |
| IM*E0020822 | SURS-State Univ Retirement System | Trust & Federal funds 6/27/13 payroll | 17,414.33 |
| IM*E0020823 | Valic Retirement Services | Payroll deduction 6/27/13 payroll | 118,038.75 |
| IM*W168 | Amalgamated Bank of Chicago | Bond principal/interest payments for Series 2003B, 2006, 2009A&B, 2011B | 3,539,225.01 |
| IM*W170 | Alliance Francaise - Bordeaux, Aquitaine | Fees for Field Studies France trip (participant paid) | 29,627.54 |
| TOTAL CHECKS, E-CHECKS, ACH & WIRE TRANSFERS ISSUED DURING ACCOUNTING MONTH | | | <u>\$ 17,180,004.78</u> |

COLLEGE OF DuPAGE
 COMMUNITY COLLEGE DISTRICT NO. 502
 BUDGET TRANSFER REPORT FOR THE QUARTER ENDED 6/30/13
 FISCAL YEAR 2013

OPERATING FUNDS:

| FROM: | | |
|-------|----------------|-------------|
| MONTH | ACCOUNT NUMBER | DESCRIPTION |

| TO: | | | |
|----------------|-------------|--------|--------|
| ACCOUNT NUMBER | DESCRIPTION | AMOUNT | REASON |

Note: Fourth Quarter did not have any transfers of Contingency.

| CONTINGENCY ACCOUNTS - YEAR TO DATE | ORIGINAL BUDGET | TRANSFER IN | TRANSFER OUT | ADJUSTED BUDGET |
|--------------------------------------|---------------------|-------------|--------------|---------------------|
| Educational Fund | \$ 3,000,000 | \$ - | \$ - | \$ 3,000,000 |
| Operations and Maintenance Fund | 500,000 | - | - | 500,000 |
| Total Contingency in Operating Funds | <u>\$ 3,500,000</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 3,500,000</u> |

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

SUMMARY OF BIDS

Item 9. B. 3) a) Staff Services Paper

That the Board of Trustees awards the bid for Staff Services Paper, on an item-by-item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|---|---|------------------|
| 1a,1b,1c, 2, 3a, 3b | Midland Paper 101 E. Palatine Road Wheeling, IL 60090 | \$ 9,004.37 |
| 4a, 4b,5a, 5,b, 6a, 6b, 7, 8, 9 | Paper 101 PO Box 248 Ankeny, IA 50021 | \$66,197.00 |
| 10a, 10b, 11a, 11b, 11c, 12a, 12b | Unisource 1141 North Swift Road Addison, IL 60101 | \$ 5,669.50 |

For a total expenditure of: \$80,870.87

Item 9. B. 3) b) Furniture, Student Resource Center (SRC) Academic Computing Center (ACC)

That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Academic Computing Center (ACC) on an item by item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|------------------------------------|---|------------------|
| 1,9,10,11,13,15, 16,17,18,19,20 | Interior for Business 409 North River Street Batavia, Illinois 60510 | \$ 33,630.53 |
| 2,3,4,5,6,7,8 | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$176,073.85 |

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|-------------|--|------------------|
| 12,14 | Office Concepts 1142 N. North Branch Street Chicago, Illinois 60642 | \$ 6,974.27 |

For a total expenditure of: \$216,678.65

Item 9. B. 3) c) Athletic Training Services

That the Board of Trustees approve a two-year contract for Athletic Training Services with Accelerated Rehabilitation Centers Ltd., 205 W. Wacker Drive, Suite 1020, Chicago, Illinois 60606, for two athletic trainers at a cost of \$17.50 per hour each, for approximately 44 hours per week for 45 weeks, for an estimated annual expenditure of \$70,000.00.

Item 9. B. 3) d) Printing of the Continuing Education Class Schedules

That the Board of Trustees awards the bid for Printing of the Continuing Education Class Schedules to the lowest responsible bidder, K.K. Stevens Publishing Co., 100 N. Pearl St., Astoria, Illinois 61501, for a total expenditure of \$56,925.45.

Item 9. B. 3) e) Furniture, Student Resource Center (SRC) Library Phase II

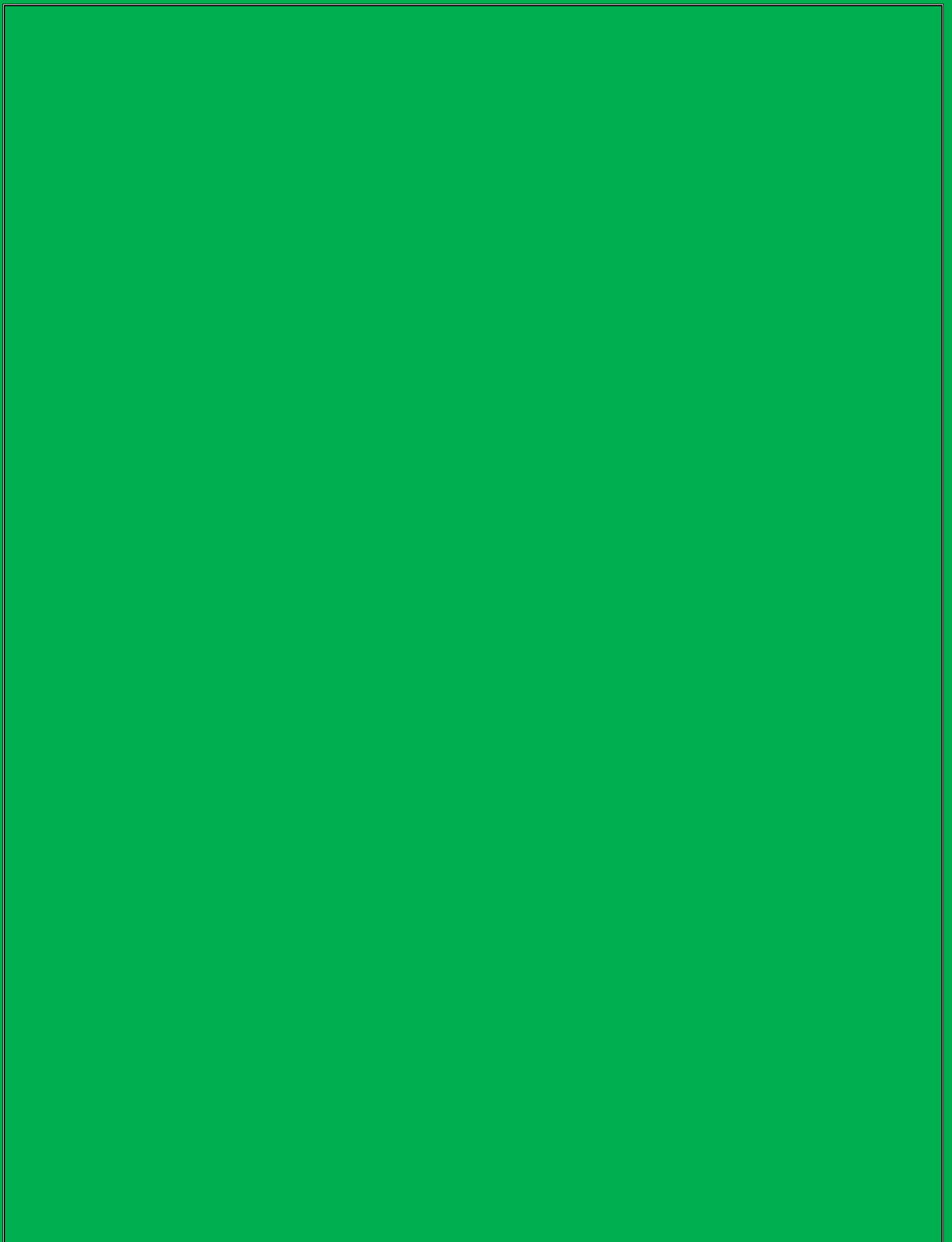
That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Library Phase II on an item by item basis, to the lowest responsible bidders as follows:

Consent Agenda
Item 9. B. 3)
July 25, 2013

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|--|--|---------------------|
| 1,2,3,3a,4,5,6,6a, 6b,6c,7,8,9,10, 11,12, 13,14,15, 16,17,18,19,20, 21,22,23,24,25, 26,26a,27,28,29 | Interiors for Business 409 North River Street Batavia, Illinois 60510 | \$150,166.30 |
| 32,33,34,35,36, 37,38,39,40,41, 42,43,44,45,45a, 46,47,48,49,50, 51,52,52a,52b | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$163,105.88 |
| 53,54,55,56,57, 58 | Library Furniture International 1945 Techny Road Unit #10 Northbrook, Illinois 60062 | \$ 66,811.00 |
| For a total expenditure of: | | <u>\$380,083.18</u> |

Item 9. B. 3) f) New Studio and Transmitter Equipment (Rejection)

That the Board of Trustees rejects all bids received for New Studio and Transmitter Equipment due to budgetary concerns.



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Staff Services Paper.

2. BUDGET STATUS

Funds in the amount of \$80,870.87 are being provided by the Staff Services Supply Budget #01-80-00733-5401001 and Print Shop Supply Budget #01-80-00745-5401001.

3. BACKGROUND INFORMATION

This bid represents the annual purchase of paper stock used College-wide.

The xerographic paper being purchased consists of 30% post-consumer content. The purchase of recycled-content paper supports the College mission of modeling and promoting environmental stewardship and completes the recycling loop.

A legal bid notice was published and 11 vendors were solicited. Four responses were received. One minority vendor was solicited, Black Dog Corporation. One local vendor was solicited with one responding, Unisource Corporation, an awarded vendor, of Addison.

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

Consent Agenda
Item 9. B. 3) a)
July 25, 2013

The following is a recap of the bid tabulation:

| | CPG | Midland * | Paper 101 * | Unisource * |
|-----|-------------|-------------------|--------------------|-------------------|
| 1a | \$22,120.00 | \$22,000.00 | \$21,000.00 | \$21,800.00 |
| 1b | \$22,280.00 | \$22,400.00 | \$21,000.00 | \$21,800.00 |
| 1c | \$22,280.00 | \$22,560.00 | \$21,000.00 | \$21,800.00 |
| 2 | \$399.00 | \$345.00 | \$325.00 | \$345.00 |
| 3a | \$1,696.00 | \$1,510.00 | \$1,436.00 | \$1,600.00 |
| 3b | \$1,716.00 | \$1,510.00 | \$1,436.00 | \$1,640.00 |
| 4a | no bid | \$2,075.00 | no bid | no bid |
| 4b | no bid | \$2,075.00 | no bid | no bid |
| 5a | no bid | \$543.75 | no bid | no bid |
| 5b | no bid | \$543.75 | no bid | no bid |
| 6a | no bid | \$982.50 | no bid | no bid |
| 6b | no bid | \$982.50 | no bid | no bid |
| 7 | no bid | \$495.00 | no bid | no bid |
| 8 | no bid | \$315.00 | no bid | no bid |
| 9 | no bid | \$991.87 | no bid | no bid |
| 10a | no bid | \$861.00 | no bid | \$776.25 |
| 10b | no bid | \$861.00 | no bid | \$776.25 |
| 11a | no bid | \$725.00 | no bid | \$695.00 |
| 11b | no bid | \$725.00 | no bid | \$695.00 |
| 11c | no bid | \$490.50 | no bid | \$468.00 |
| 12a | no bid | \$489.00 | no bid | \$459.00 |
| 12b | no bid | \$1,847.50 | no bid | \$1,800.00 |

Recommended Vendor in Bold

4. RECOMMENDATION

That the Board of Trustees awards the bid for Staff Services Paper, on an item-by-item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|--------------------------------------|---|--------------------|
| 1a, 1b, 1c, 2, 3a, 3b | Midland Paper 101 E. Palatine Road Wheeling, IL 60090 | \$ 9,004.37 |
| 4a, 4b, 5a, 5b, 6a, 6b, 7, 8, 9 | Paper 101 PO Box 248 Ankeny, IA 50021 | \$66,197.00 |
| 10a, 10b, 11a, 11b, 11c, 12a, 12b | Unisource 1141 North Swift Road Addison, IL 60101 | \$ 5,669.50 |
| for a total expenditure of: | | <u>\$80,870.87</u> |


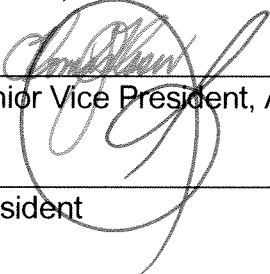
SIGNATURE PAGE FOR STAFF SERVICES PAPER

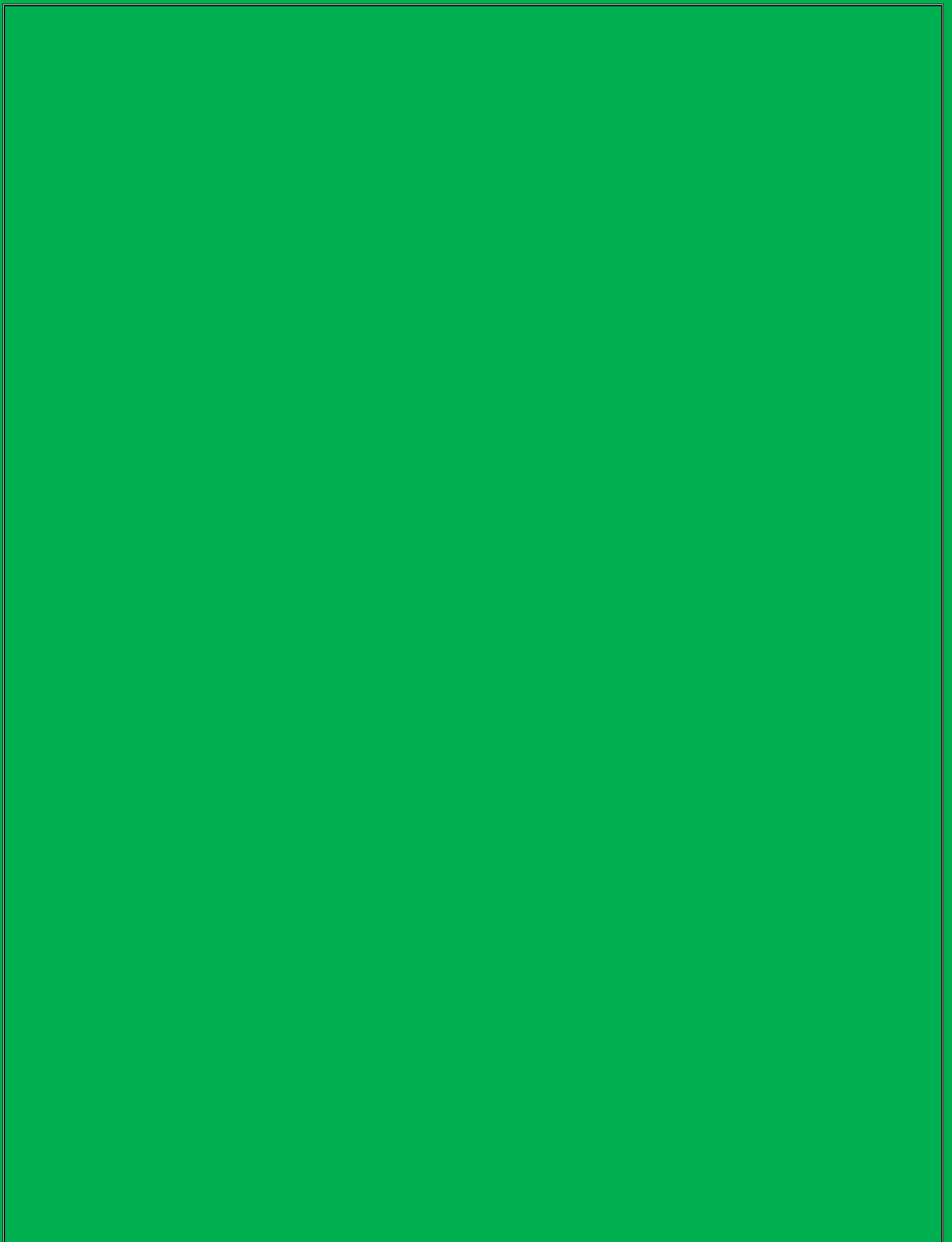
ITEM(S) ON REQUEST

That the Board of Trustees awards the bid for Staff Services Paper, on an item-by-item basis, to the lowest responsible bidders as follows:

| <u>Item #</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|--------------------------------------|---|------------------|
| 1a, 1b, 1c, 2, 3a, 3b | Midland Paper 101 E. Palatine Road Wheeling, IL 60090 | \$ 9,004.37 |
| 4a, 4b, 5a, 5b, 6a, 6b, 7, 8, 9 | Paper 101 PO Box 248 Ankeny, IA 50021 | \$66,197.00 |
| 10a, 10b, 11a, 11b, 11c, 12a, 12b | Unisource 1141 North Swift Road Addison, IL 60101 | \$ 5,669.50 |

for a total expenditure of: \$80,870.87

| | |
|---|------------------|
|  | <u>6-25-13</u> |
| Director, Business Affairs | Date |
|  | <u>6/26/2013</u> |
| Senior Vice President, Administration and Treasurer | Date |
| | <u>7/2/13</u> |
| President | Date |



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Furniture, Student Resource Center (SRC) Academic Computing Center (ACC).

2. **BUDGET STATUS**

Funds in the amount of \$216,678.65 are being provided by the Student Resource Center (SRC) Construction Budget #03-90-36800-5805001.

3. **BACKGROUND INFORMATION**

This represents a bid for various furniture items for the Student Resource Center (SRC) Academic Computing Center (ACC). Items being purchased include public area lounge seating, office furniture, collaborative group study furniture as well as tables and chairs for classrooms, computer labs and student work areas.

A legal ad was published and 67 vendors were solicited including 17 in-district and 10 minority vendors. Five responses were received. Two in-district vendors responded, Henricksen of Itasca and OEC Business Interiors of Elmhurst which is also a minority-owned vendor.

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

The following is a recap of the bid tabulation:

Consent Agenda
Item 9. B.3) b)
July 25, 2013

| | Henricksen ** | Interiors for Business * | Krueger International * | OEC Business ** | Office Concepts * |
|---------------------|---------------|--------------------------|-------------------------|-----------------|-------------------|
| Item 1 | no bid | \$956.06 | \$1,016.05 | no bid | no bid |
| Item 2 | no bid | no bid | \$858.40 | no bid | no bid |
| Item 3 | no bid | no bid | \$108,710.00 | no bid | no bid |
| Item 4 | no bid | no bid | \$3,532.55 | no bid | no bid |
| Item 5 | no bid | no bid | \$733.90 | no bid | no bid |
| Item 6 | no bid | no bid | \$26,796.12 | no bid | no bid |
| Item 7 | no bid | no bid | \$2,363.60 | no bid | no bid |
| Item 8 | no bid | no bid | \$33,079.28 | no bid | no bid |
| Item 9 | \$7,959.41 | \$7,971.44 | no bid | \$8,151.98 | \$8,391.84 |
| Item 10 | \$3,625.36 | \$3,694.50 | no bid | \$3,853.43 | \$3,821.20 |
| Item 11 | \$732.17 | \$752.15 | no bid | \$703.05 | \$768.72 |
| Item 12 | \$2,118.26 | \$2,169.66 | no bid | \$2,134.71 | \$2,153.36 |
| Item 13 | \$1,252.62 | \$1,259.11 | no bid | \$1,259.90 | \$1,316.03 |
| Item 14 | \$4,703.82 | \$4,852.30 | no bid | \$4,774.55 | \$4,820.91 |
| Item 15 | \$7,039.95 | \$7,404.80 | no bid | \$7,358.22 | \$7,432.84 |
| Item 16 | no bid | \$2,534.64 | no bid | \$2,679.80 | \$2,840.32 |
| Item 17 | no bid | \$1,228.56 | no bid | \$1,540.64 | \$1,404.62 |
| Item 18 | no bid | \$1,454.42 | no bid | \$1,540.96 | \$1,617.06 |
| Item 19 | no bid | \$2,894.72 | no bid | \$3,196.56 | \$3,283.12 |
| Item 20 | no bid | \$3,480.13 | no bid | \$4,066.47 | \$5,066.13 |
| delivery/install ** | \$1,029.00 | \$0.00 | \$0.00 | \$2,492.50 | \$0.00 |
| Total Award | \$0.00 | \$33,630.53 | \$176,073.85 | \$0.00 | \$6,974.27 |

* Lowest Bid Meeting Specifications

**When applied, Delivery and Installation Costs eliminate this vendor from apparent low bid status.

4. RECOMMENDATION

That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Academic Computing Center (ACC) on an item by item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|------------------------------------|--|---------------------|
| 1,9,10,11,13,15, 16,17,18,19,20 | Interior for Business 409 North River Street Batavia, Illinois 60510 | \$ 33,630.53 |
| 2,3,4,5,6,7,8 | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$176,073.85 |
| 12,14 | Office Concepts 1142 N. North Branch Street Chicago, Illinois 60642 | \$ 6,974.27 |
| For a total expenditure of: | | <u>\$216,678.65</u> |

SIGNATURE PAGE FOR FURNITURE, STUDENT RESOURCE CENTER (SRC)
ACCADEMIC COMPUTING CENTER (ACC)

ITEM(S) ON REQUEST


That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Academic Computing Center (ACC) on an item by item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|------------------------------------|--|------------------|
| 1,9,10,11,13,15, 16,17,18,19,20 | Interior for Business 409 North River Street Batavia, Illinois 60510 | \$ 33,630.53 |
| 2,3,4,5,6,7,8 | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$176,073.85 |
| 12,14 | Office Concepts 1142 N. North Branch Street Chicago, Illinois 60642 | \$ 6,974.27 |


For a total expenditure of: \$216,678.65



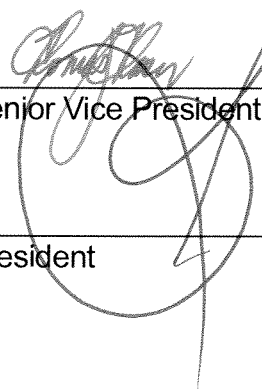
Director, Facilities Planning and Development 6-25-13
Date



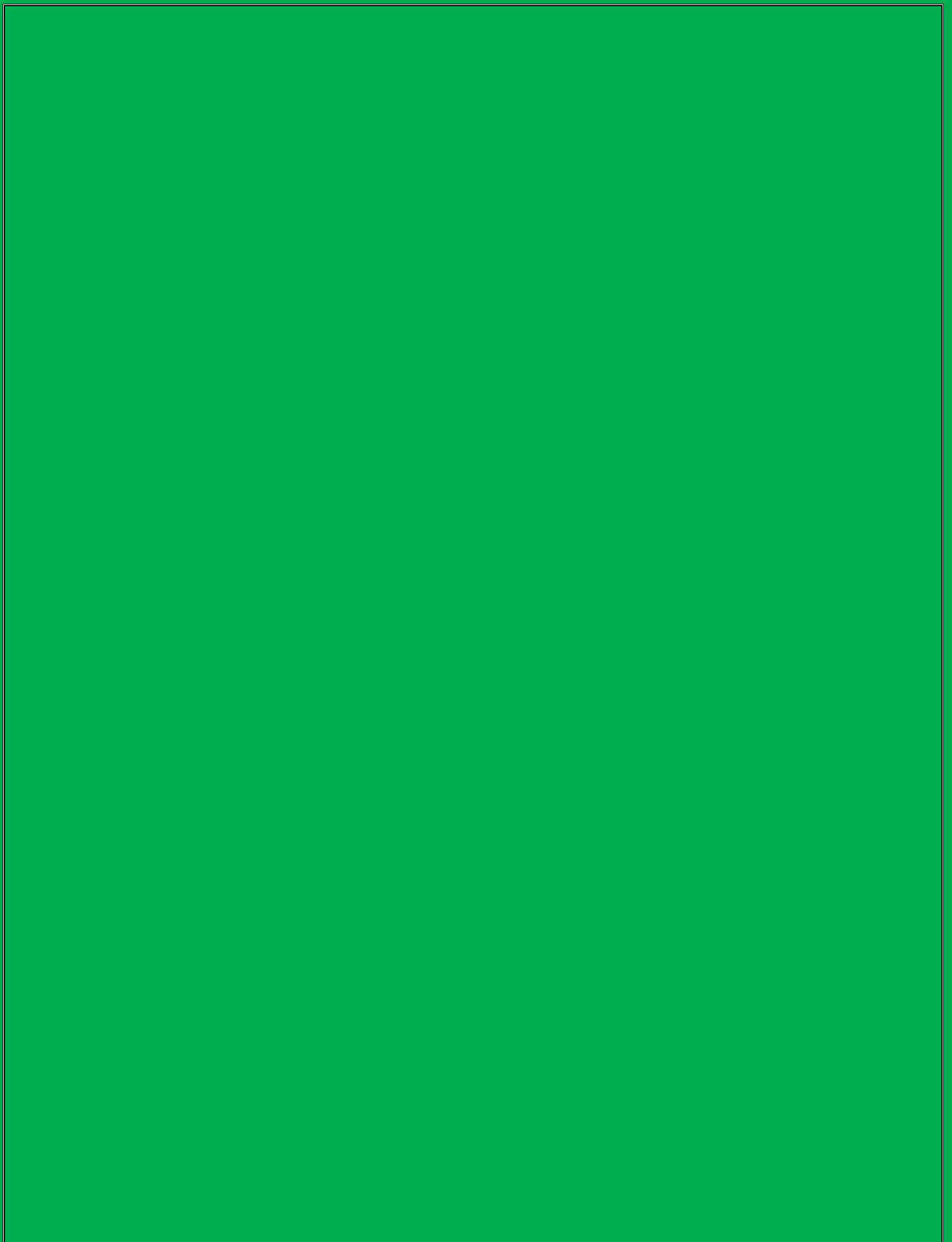
Director, Business Affairs 6-25-13
Date



Senior Vice President, Administration and Treasurer 6/26/2013
Date



President 7/2/13
Date



COLLEGE OF DUPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Athletic Training Services.

2. BUDGET STATUS

Funds in the amount of \$70,000 per year are budgeted in the Athletics Contractual Services Budget #01-30-17100-5309001. The second year of the contract would be appropriated in the FY2015 budget.

3. BACKGROUND INFORMATION

This represents a bid for the hiring of athletic trainers for the Athletics Department. The trainers will provide our athletes with preventive care, treatment, and rehabilitation of athletic injuries. All trainers must have a Bachelor's degree with NATA Certification and be a licensed Athletic Trainer in the State of Illinois.

Previously, the College had two full-time benefited trainers on our staff. Total annual salary for those two trainers was \$115,855 (not including benefits). As a cost saving measure, those positions were eliminated in 2011 with the intent of using outsourced trainers in their place. It is necessary to have two outsourced trainers due to the size and scope of our athletic programs and with multiple teams practicing and competing at the same time during the school year. Athletico Ltd. was awarded the original contract in FY11. Their contract expired at the end of FY13 and new bids were solicited.

The proposal requested a fixed hourly rate for athletic training services for approximately 45 weeks per year, for a two-year contract period. Services will be performed by two trainers during the intercollegiate athletic season. The estimated work week is as few as three or as many as seven, eight-hour days per week depending on the season and athletic event schedule. This is an estimate and does not guarantee any minimum or maximum hourly workweek.

Accelerated Rehabilitation Centers Ltd. was the low bidder on the contract. The hourly rate of \$17.50 per hour, per trainer, remains effective for the duration of the agreement.

A legal bid notice was published and six vendors were solicited including four local vendors. Two responses were received. One local vendor responded, Athletico of Oakbrook.

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

The following is a recap of the bid tabulation:

| | Accelerated Rehabilitation * | Athletico |
|----------|-------------------------------------|-------------|
| Year One | 17.50/ hour | 19.00/ hour |
| Year Two | 17.50/ hour | 19.00/ hour |

* Lowest bid meeting specifications

4. RECOMMENDATION

That the Board of Trustees approve a two-year contract for Athletic Training Services with Accelerated Rehabilitation Centers Ltd., 205 W. Wacker Drive, Suite 1020, Chicago, Illinois 60606, for two athletic trainers at a cost of \$17.50 per hour each, for approximately 44 hours per week for 45 weeks, for an estimated annual expenditure of \$70,000.00.

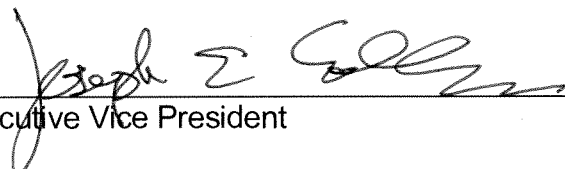
SIGNATURE PAGE FOR ATHLETIC TRAINING SERVICES

ITEM(S) ON REQUEST


That the Board of Trustees approve a two-year contract for Accelerated Rehabilitation, Ltd., 205 W. Wacker Drive, Suite 1020, Chicago, Illinois 60606, for two athletic trainers at a cost of \$17.50 per hour each, for approximately 44 hours per week for 45 weeks, for an estimated annual expenditure of \$70,000.




Director, Business Affairs 7-2-13
Date



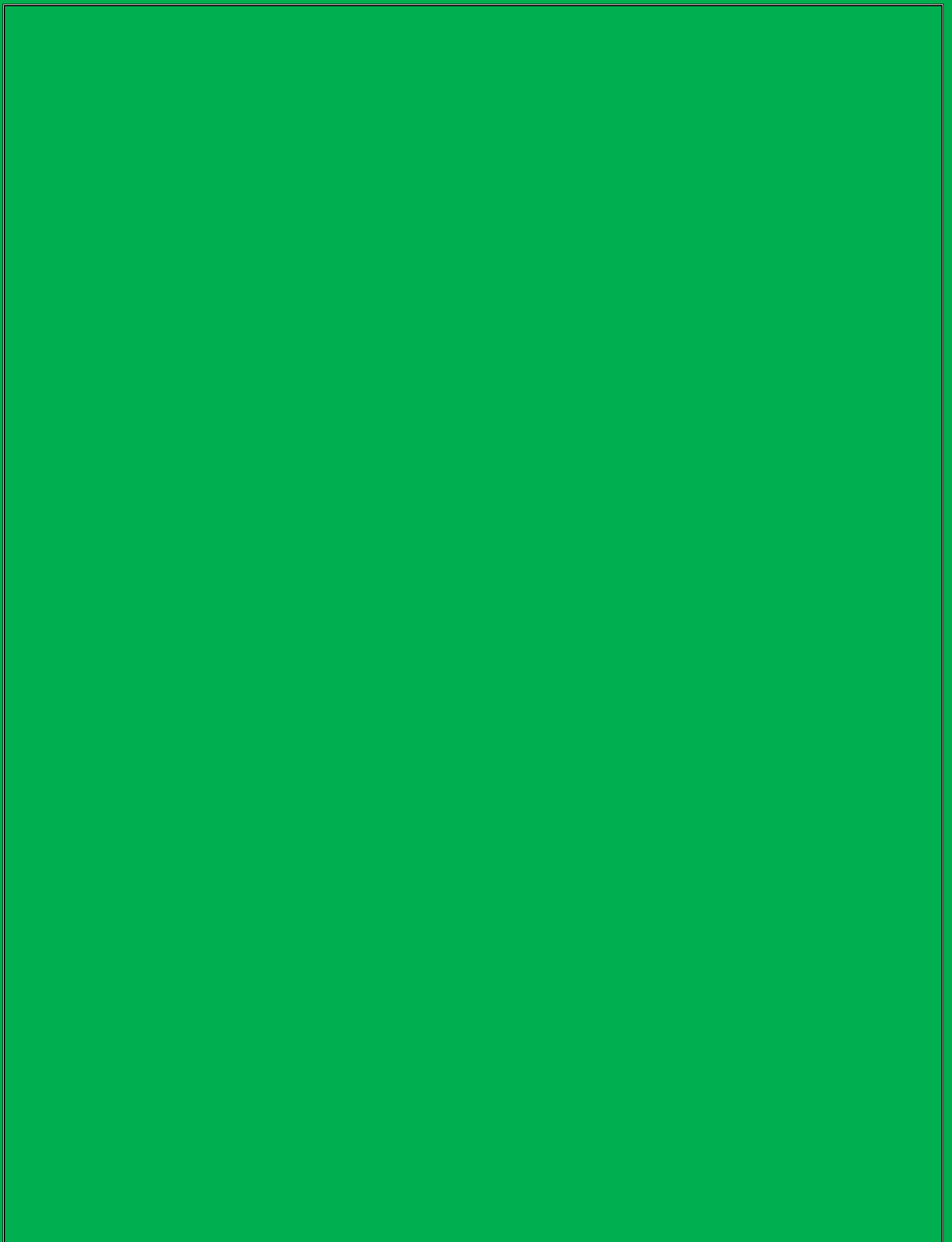
Executive Vice President 7-2-13
Date



Senior Vice President, Administration and Treasurer 7/2/2013
Date



President 7.2.13
Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. SUBJECT

Printing of the Continuing Education Class Schedules.

2. BUDGET STATUS

Funds in the amount of \$56,925.45 are being provided by the Continuing Education Auxiliary Printing Budget #05-50-14625-5402001.

3. BACKGROUND INFORMATION

This represents a bid for the printing of the Fall, 2013, Spring, 2014 and Summer, 2014 College of DuPage Continuing Education Class Schedules. These schedules will be used for internal distribution and distributed throughout District 502.

Recommend base bid award to the lowest responsible bidder meeting specifications, K.K. Stevens of Astoria, Illinois, for printing all three issues totaling 450,000 Continuing Education class schedules, 48 pages each book, at a total cost of \$56,925.45. This represents a per-book price of 12.65 cents. The Continuing Education class schedules will be run on Norpac 35# Premium 80 newsprint.

K.K. Stevens has printed similar class schedules in the past and performed satisfactorily.

A legal bid notice was published and 19 vendors were solicited. Five responses were received. Five minority vendors were solicited, with one responding: The Strathmore Company of Geneva, Illinois. Six local vendors were solicited with two responding: Catalog Innovations of Wheaton and RR Donnelly of Downers Grove.

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

Following is a recap of the bid tabulation:

| | K.K. Stevens * | Precise Printing | Catalog Innovations | R.R. Donnelley | The Strathmore Co. |
|-------------|-----------------------|------------------|---------------------|----------------|--------------------|
| Fall 2013 | \$18,975.15 | \$19,256.00 | \$20,530.00 | \$22,804.00 | \$28,900.00 |
| Spring 2014 | \$18,975.15 | \$19,256.00 | \$20,530.00 | \$23,252.00 | \$28,900.00 |
| Summer 2014 | \$18,975.15 | \$19,256.00 | \$20,696.00 | \$23,476.00 | \$28,900.00 |
| Total | \$56,925.45 | \$57,768.00 | \$61,756.00 | \$69,532.00 | \$86,700.00 |

Recommended Vendor in Bold

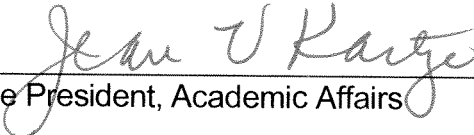
4. RECOMMENDATION

That the Board of Trustees awards the bid for Printing of the Continuing Education Class Schedules to the lowest responsible bidder, K.K. Stevens Publishing Co., 100 N. Pearl St., Astoria, Illinois 61501, for a total expenditure of \$56,925.45.


SIGNATURE PAGE FOR PRINTING OF THE
CONTINUING EDUCATION CLASS SCHEDULES

ITEM(S) ON REQUEST

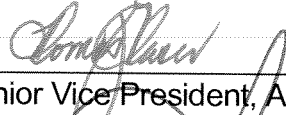
That the Board of Trustees awards the bid for Printing of the Continuing Education Class Schedules to the lowest responsible bidder, K.K. Stevens Publishing Co., 100 N. Pearl St., Astoria, Illinois 61501, for a total expenditure of \$56,925.45.



Vice President, Academic Affairs
6/30/13
Date



Director, Business Affairs
6-26-13
Date



Senior Vice President, Administration and Treasurer
7/01/2013
Date



President
7/2/13
Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Furniture, Student Resource Center (SRC) Library Phase II.

2. BUDGET STATUS

Funds in the amount of \$380,083.18 are being provided by the Student Resource Center (SRC) Construction Budget #03-90-36800-5805001.

3. BACKGROUND INFORMATION

This represents a bid for various furniture items for the Student Resource Center (SRC) Library Phase II. Items being purchased include public area lounge seating, office furniture, specialized library furniture, collaborative group study furniture as well as tables and chairs for classrooms, computer labs and student work areas. The cost of these items includes all delivery and installation charges.

A legal ad was published and 63 vendors were solicited including 15 in-district and nine minority vendors. Three responses were received.

Although bids were provided for the complete bid package (with the exception of items 30 and 31) by the vendors listed, not all vendors bid on every item. Items 30 and 31 were for storage units and will be quoted separately. However, the bids were competitive enough to result in overall costs that were \$104,441.72 below the budgeted amount for this furniture bid package.

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

Consent Agenda
Item 9. B. 3) e)
July 25, 2013

The following is a recap of the bid tabulation:

| | Interiors for Business * | Krueger International * | Library Furniture International * | | Interiors for Business * | Krueger International * | Library Furniture International * |
|-----|--------------------------|-------------------------|-----------------------------------|-------|--------------------------|-------------------------|-----------------------------------|
| 1 | \$4,887.50 | no bid | no bid | 45 | no bid | \$3,453.06 | no bid |
| 2 | \$3,806.08 | no bid | no bid | 45a | no bid | \$2,302.04 | no bid |
| 3 | \$1,469.64 | no bid | no bid | 46 | no bid | \$2,906.32 | no bid |
| 3a | \$918.77 | no bid | no bid | 47 | no bid | \$19,698.93 | no bid |
| 4 | \$1,221.60 | no bid | no bid | 48 | no bid | \$5,195.20 | no bid |
| 5 | \$15,381.34 | no bid | no bid | 49 | no bid | \$2,276.94 | no bid |
| 6 | \$4,214.16 | no bid | no bid | 50 | no bid | \$996.30 | no bid |
| 6a | \$6,313.65 | no bid | no bid | 51 | no bid | \$747.64 | no bid |
| 6b | \$4,129.20 | no bid | no bid | 52 | no bid | \$1,210.14 | no bid |
| 6c | \$926.68 | no bid | no bid | 52a | no bid | \$558.80 | no bid |
| 7 | \$1,801.80 | no bid | no bid | 52b | no bid | \$2,760.72 | no bid |
| 8 | \$1,335.45 | no bid | no bid | 53 | no bid | no bid | \$8,314.00 |
| 9 | \$2,070.92 | no bid | no bid | 54 | no bid | no bid | \$2,563.00 |
| 10 | \$3,394.15 | no bid | no bid | 55 | no bid | no bid | \$5,172.00 |
| 11 | \$2,410.31 | no bid | no bid | 56 | no bid | no bid | \$15,138.00 |
| 12 | \$263.45 | no bid | no bid | 57 | no bid | no bid | \$25,436.00 |
| 13 | \$225.88 | no bid | no bid | 58 | no bid | no bid | \$10,188.00 |
| 14 | \$18,923.67 | no bid | no bid | Total | \$150,166.30 | \$163,105.88 | \$66,811.00 |
| 15 | \$528.66 | no bid | no bid | | | | |
| 16 | \$1,651.12 | no bid | no bid | | | | |
| 17 | \$1,228.69 | no bid | no bid | | | | |
| 18 | \$2,266.98 | no bid | no bid | | | | |
| 19 | \$10,155.53 | no bid | no bid | | | | |
| 20 | \$567.90 | no bid | no bid | | | | |
| 21 | \$30,385.61 | no bid | no bid | | | | |
| 22 | \$8,220.80 | no bid | no bid | | | | |
| 23 | \$2,782.28 | no bid | no bid | | | | |
| 24 | \$6,126.45 | no bid | no bid | | | | |
| 25 | \$3,307.67 | no bid | no bid | | | | |
| 26 | \$1,428.05 | no bid | no bid | | | | |
| 26a | \$1,438.24 | no bid | no bid | | | | |
| 27 | \$3,671.31 | no bid | no bid | | | | |
| 28 | \$1,933.27 | no bid | no bid | | | | |
| 29 | \$779.49 | no bid | no bid | | | | |
| 30 | no bid | no bid | no bid | | | | |
| 31 | no bid | no bid | no bid | | | | |
| 32 | no bid | \$5,290.45 | no bid | | | | |
| 33 | no bid | \$1,918.68 | no bid | | | | |
| 34 | no bid | \$130.82 | no bid | | | | |
| 35 | no bid | \$8,953.84 | no bid | | | | |
| 36 | no bid | \$4,926.14 | no bid | | | | |
| 37 | no bid | \$449.08 | no bid | | | | |
| 38 | no bid | \$34,325.20 | no bid | | | | |
| 39 | no bid | \$1,063.64 | no bid | | | | |
| 40 | no bid | \$6,506.60 | no bid | | | | |
| 41 | no bid | \$6,156.00 | no bid | | | | |
| 42 | no bid | \$10,477.35 | no bid | | | | |
| 43 | no bid | \$732.24 | no bid | | | | |
| 44 | no bid | \$40,069.75 | no bid | | | | |

*Awarded vendor in bold

4. RECOMMENDATION

That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Library Phase II on an item by item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|---|--|---------------------|
| 1,2,3,3a,4,5,6,6a,6b,6c, 7,8,9,10,11,12,13,14,15, 16,17,18,19,20,21,22, 23,24,25,26,26a,27,28, 29 | Interiors for Business 409 North River Street Batavia, Illinois 60510 | \$150,166.30 |
| 32,33,34,35,36,37,38,39 40,41,42,43,44,45,45a, 46,47,48,49,50,51,52, 52a,52b | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$163,105.88 |
| 53,54,55,56,57,58 | Library Furniture International 1945 Techny Road Unit #10 Northbrook, Illinois 60062 | \$ 66,811.00 |
| For a total expenditure of: | | <u>\$380,083.18</u> |

SIGNATURE PAGE FOR FURNITURE, STUDENT RESOURCE CENTER (SRC)
LIBRARY PHASE II


ITEM(S) ON REQUEST


That the Board of Trustees awards the bid for the Furniture, Student Resource Center (SRC) Library Phase II on an item by item basis, to the lowest responsible bidders as follows:

| <u>Item</u> | <u>Vendor</u> | <u>\$ Amount</u> |
|---|--|------------------|
| 1,2,3,3a,4,5,6,6a,6b,6c, 7,8,9,10,11,12,13,14,15, 16,17,18,19,20,21,22, 23,24,25,26,26a,27,28, 29 | Interiors for Business 409 North River Street Batavia, Illinois 60510 | \$150,166.30 |
| 32,33,34,35,36,37,38,39 40,41,42,43,44,45,45a, 46,47,48,49,50,51,52, 52a,52b | Krueger International, Inc. 1330 Bellevue Street P.O. Box 8100 Green Bay, Wisconsin 54308 | \$163,105.88 |
| 53,54,55,56,57,58 | Library Furniture International 1945 Techny Road Unit #10 Northbrook, Illinois 60062 | \$ 66,811.00 |

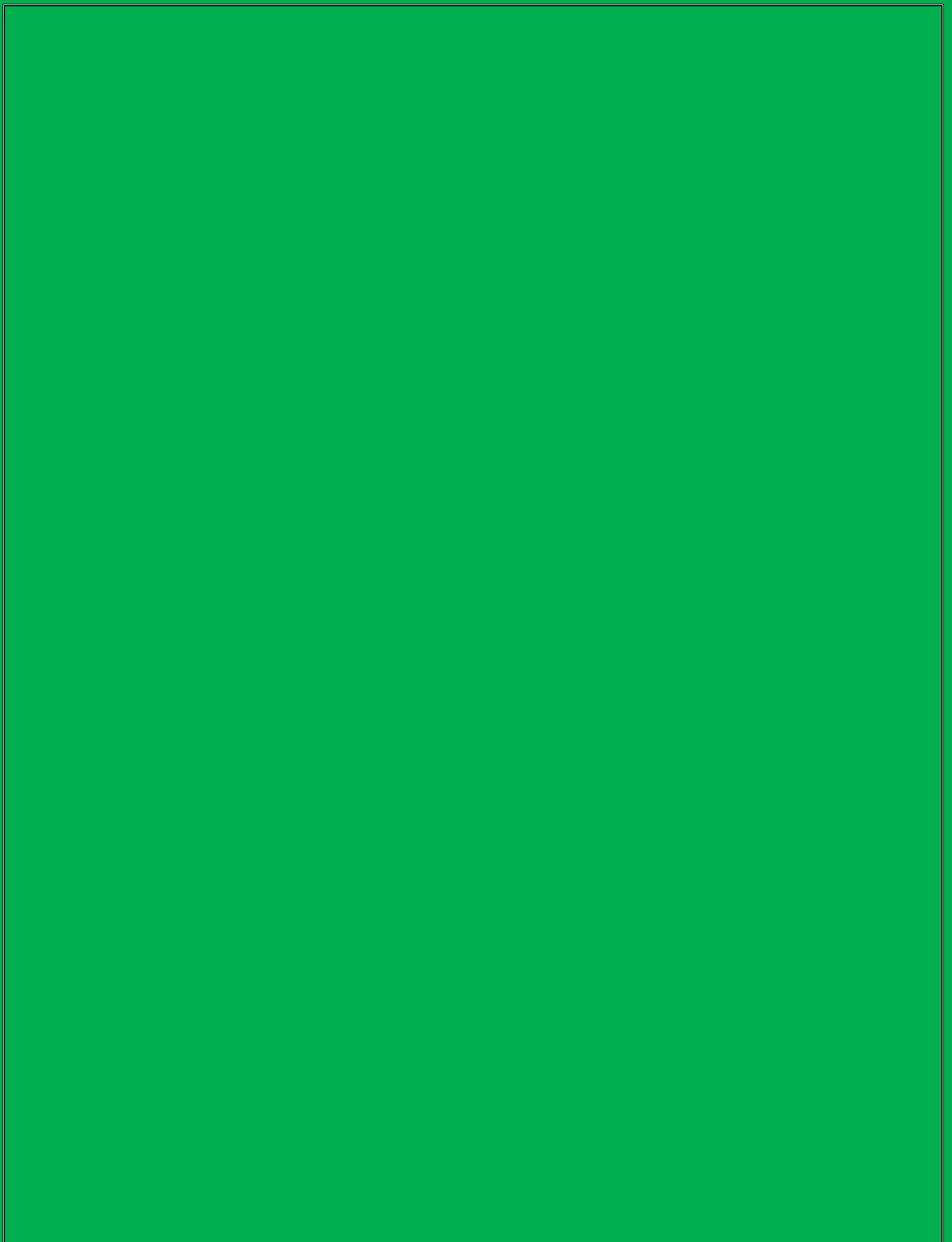
For a total expenditure of: \$380,083.18


 _____ 7.1.13
 Director, Facilities Planning and Development Date


 _____ 7-2-13
 Director, Business Affairs Date


 _____ 7/2/2013
 Senior Vice President, Administration and Treasurer Date


 _____ 7/2/13
 President Date



COLLEGE OF DuPAGE
SPECIAL BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

New Studio and Transmitter Equipment (Rejection).

2. BUDGET STATUS

Funds to support this purchase are budgeted in the Auxiliary WDCB Fundraising Budget #05-90-00829-5807001.

3. BACKGROUND INFORMATION

This item represents a bid for the purchase of replacement studio and transmitter equipment for the WDCB Radio station. This new equipment will be used by our WDCB Engineers and staff for the broadcast operations of the station.

On June 13, 2013, two bids were received and publicly opened. Contrary to expectations, the vendors bid individual items at "list price" and offered only a nominal discount that was significantly less than industry standards, greatly exceeding the College's budgeted amount. We recommend that all bids received be rejected and that bid specifications be revised to bring the cost within the budgeted amount. The proposal will be split into multiple bids, rebid to a wider group of vendors, and submitted for approval at a future date.

A legal notice was published and 10 vendors were solicited, two of which were minority-owned. Two responses were received.

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

4. RECOMMENDATION

That the Board of Trustees rejects all bids received for New Studio and Transmitter Equipment due to budgetary concerns.

SIGNATURE PAGE FOR NEW STUDIO AND TRANSMITTER EQUIPMENT

(REJECTION)

ITEM(S) ON REQUEST

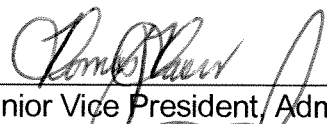
That the Board of Trustees rejects all bids received for New Studio and Transmitter Equipment due to budgetary concerns.



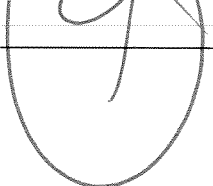
Vice President, Marketing and Communications Date 6/25/13



Director, Business Affairs Date 6-26-13



Senior Vice President, Administration and Treasurer Date 6/26/2013



President Date 7/2/13

**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

There are no Purchase Orders to approve this month.

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

4. RECOMMENDATION

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

**Consent Agenda
Item 9. B. 6)
July 25, 2013**

APPOINTMENTS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|--|--|---------------------------------|-------------------|-----------------------------|---------------|
| <u>ADMINISTRATOR</u> | | | | | |
| Thomas Brady* | Associate Dean/Director Homeland Security Training Institute | Continuing Education | 07/01/2013 | Re-appointment Full Time | \$108,000 |
| Karen Kuhn | Assistant Vice President for Development/Associate Executive Director Foundation | Development & COD Foundation | 07/22/2013 | New Hire Full Time | \$118,000 |
| <i>*One (1) year appointment per Board Policy #15-240 through 06/30/2014</i> | | | | | |
| <u>FACULTY</u> | | | | | |
| Christopher Ferro | Instructor, Accounting | Business | 08/21/2013 | New Hire Full Time | \$56,721 |
| Laurette McGregor* | Instructor, Mathematics | Math & Physical Sciences | 08/21/2013 | New Hire Full Time | \$56,721 |
| Amy Yarshen | Instructor, Diagnostic Medical Imaging Nuclear Technology | Health & Biological Sciences | 08/21/2013 | New Hire Full Time | \$56,721 |
| <i>*Two (2) semester temporary assignment</i> | | | | | |
| <u>MANAGERIAL</u> | | | | | |
| Rupa Brosseau | Manager, Annual Fund and Alumni/Affinity Groups | Development & COD Foundation | 12/3/2013 | New Hire Full Time | \$93,620 |
| Eugene Suwanski | Manager, Purchasing | Financial Affairs | 07/17/2013 | New Hire Full Time | \$76,500 |

APPOINTMENTS - Continued

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|----------------------|---|-------------------|-------------------|-----------------------|---------------|
| <u>CLASSIFIED</u> | | | | | |
| Margarita Bautista | Custodian | Facilities | 07/29/2013 | New Hire Full Time | \$24,960 |
| Amanda Brzuszkiewicz | Coordinator, Non-Traditional and Technical Education | Academic Affairs | 09/09/2013 | New Hire Full Time | \$54,600 |
| Giana Ferrari | Accommodations Specialist | Student Services | 07/01/2013 | New Hire Part Time | \$11,830 |
| Barbara Kulach | Custodian | Facilities | 07/29/2013 | New Hire Full Time | \$24,960 |
| Cheryl Sanders | Testing Specialist | Testing Center | 06/19/2013 | New Hire Part Time | \$21,097 |
| Nicole Spizzirri | Program Coordinator, Community College Initiative Program | Academic Affairs | 07/02/2013 | New Hire Full Time | \$43,629 |

PROMOTIONS / TRANSFERS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|----------------------|------------------------------------|-------------------|-------------------|------------------------|---------------|
| <u>ADMINISTRATOR</u> | | | | | |
| Earl Dowling | Vice President, Student Affairs | Student Affairs | 07/01/2013 | Promotion Full Time | \$175,000 |

PROMOTIONS / TRANSFERS - Continued

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>Start Date</u> | <u>Type</u> | <u>Salary</u> |
|-------------------|------------------------------|-------------------|-------------------|-----------------------|---------------|
| <u>CLASSIFIED</u> | | | | | |
| Kimberly Still | Administrative Assistant III | Veterans Services | 07/08/2013 | Transfer Part Time | \$16,161 |

RESIGNATIONS / TERMINATIONS

| <u>Name</u> | <u>Title</u> | <u>Department</u> | <u>End Date</u> | <u>Type</u> | <u>Years of Service</u> |
|----------------------|------------------------------|------------------------|-----------------|---------------------------------|-------------------------|
| <u>ADMINISTRATOR</u> | | | | | |
| Stephen Cummins | Director, Performing Arts | Liberal Arts | 07/25/2013 | Resignation | 7 Yrs. 5 Mos. |
| <u>CLASSIFIED</u> | | | | | |
| Tracy Creamer | Line Cook | Culinary & Hospitality | 05/19/2013 | Resignation | 0 Yrs. 10 Mos. |
| David Giuffre | Senior Project Manager | Facilities Operations | 07/08/2013 | Resignation | 2 Yrs. 0 Mos. |
| Michael Mesich | Custodian I | Facilities Operations | 05/24/2013 | Termination | 4 Yrs. 3 Mos. |
| Nicole Spizzirri | Coordinator | Continuing Education | 06/21/2013 | Resignation | 0 Yrs. 1 Mos. |
| Casey Stanutz | Night Auditor Clerk | Culinary & Hospitality | 07/01/2013 | Resignation | 0 Yrs. 4 Mos. |
| Pamela Tulley | Administrative Assistant II | Academic Affairs | 06/28/2013 | Termination Grant Expiration | 5 Yrs. 6 Mos. |
| Julie Valdez | Administrative Assistant III | Regional Centers | 05/31/2013 | Resignation | 3 Yrs. 9 Mos. |

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Karen Kuhn


POSITION: Assistant Vice President for
Development/Associate Executive Director for
Foundation

PREPARATION: MS Public Service, DePaul University, 2007


MAJOR AREAS: Fundraising and Non-Profit Management

EXPERIENCE: Sinai Health System
Director of Development
2010-Current
Advocate Charitable Foundation
Development Manager/Major Gift Officer
2007-2010
Make-A-Wish Foundation
Senior Development Manager
2006-2007
Make-A-Wish Foundation
Development Manager
2005-2006
American Cancer Society
Income Development Manager
2002-2005

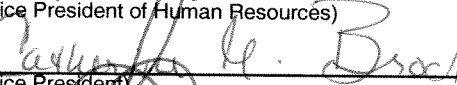
RECOMMENDED BY:



(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Administrator: \$118,000

DATE OF HIRE: July 22, 2013

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Assistant Vice President for Development/Associate Executive
 Director for Foundation

DEPARTMENT: Resource Development and Foundation

CANDIDATE: Karen Kuhn

SEARCH COMMITTEE: Jim Bente (Chair), Cathy Brod, Barb Abromitis, Kenneth Grey, Donna Stewart, Jane Smith, Lynn Sapyta, Roland Raffel, Tamara Collins

ADVERTISEMENTS:

| SOURCE | DATE |
|---|-------------|
| Chronicle of Philanthropy | 4-2013 |
| Council for Resource Development | 4-2013 |
| Association of Funding Professionals | 4-2013 |
| Council of the Advancement and Support of Education | 4-2013 |

DIVERSITY RECRUITMENT:

| CANDIDATE POOL | STATS |
|--|--------------|
| Number of candidates | 10 |
| Number of candidates who did not meet minimum requirements | 7 |
| Number of candidates who withdrew their application during selection process | 0 |
| Self-identified diverse candidates | 0 |
| Number of candidates interviewed | 3 |
| Number of diverse candidates interviewed | 0 |

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Christopher Ferro

POSITION: Instructor, Accounting

PREPARATION: MBA, Northern Illinois University, 2006

MAJOR AREAS: Business Administration

EXPERIENCE: College of DuPage
Adjunct Faculty
2010-Current
Frontera Grill, Inc.
Manager of Finance and Accounting
2011-Current
White Eagle Golf Club
Controller
2006-2011
Kemper Sports Management
Controller/Senior Accountant
1998-2006

RECOMMENDED BY:

Kris Jay for Maureen McBeth 11/13

(Search Committee Chair)

Arday Sardi - VanKert

(Vice President of Human Resources)

Sean P. Karty

(Vice President)

(President)

RANK AND SALARY: Range A, Step 5: \$56,721

DATE OF HIRE: August 21, 2013

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Accounting

DEPARTMENT: Accounting

CANDIDATE: Christopher Ferro

SEARCH COMMITTEE: Maureen McBeth (Chair), Kristine Fay, Kathy Horton, John Kovach,
 Joe Moran, Rukshad Patel

ADVERTISEMENTS:

| SOURCE | DATE |
|-------------------------------------|-------------------|
| Inside Higher Ed | 2/2013 and 5/2013 |
| Chronicle of Higher Ed | 2/2013 and 5/2013 |
| NACCP Career Fair | 2/2013 |
| Diverse Education | 2/2013 and 4/2013 |
| American Accounting Association | 3/2013 and 4/2013 |
| Illinois CPA Society | 3/2013 and 4/2013 |
| Assoc Latino Profls Fin & Acctg | 4/2013 |
| National Assoc of Black Accountants | 4/2013 |
| Inst. Management Accountants | 4/2013 |

DIVERSITY RECRUITMENT:

| CANDIDATE POOL | STATS |
|--|--------------|
| Number of candidates | 33 |
| Number of candidates who did not meet minimum requirements | 15 |
| Number of candidates who withdrew their application during selection process | 0 |
| Self-identified diverse candidates | 6 |
| Number of candidates interviewed | 8 |
| Number of diverse candidates interviewed | 2 |

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Laurette McGregor

POSITION: Instructor, Mathematics – Interim
* Two (2) semester temporary assignment

PREPARATION: MS Mathematics,
Illinois State University, 2006

MAJOR AREAS: Mathematics

EXPERIENCE: College of DuPage
Adjunct Faculty
2012-Current
Southern Illinois University
Instructor
2011-2012
University College of the Cayman Islands
Instructor
2007-2011

RECOMMENDED BY:



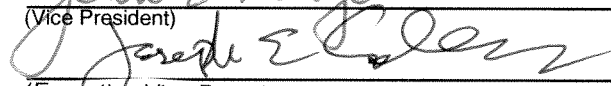
(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(Executive Vice President)

RANK AND SALARY: Range A, Step 5: \$56,721

DATE OF HIRE: August 21, 2013

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Mathematics

DEPARTMENT: Math and Physical Sciences

CANDIDATE: Laurette McGregor

SEARCH COMMITTEE: Tom Schrader (Chair), Tom Cameron

ADVERTISEMENTS:

| SOURCE | DATE |
|-----------------------|-------------|
| Search kept internal. | |
| | |
| | |

DIVERSITY RECRUITMENT:

| CANDIDATE POOL | STATS |
|--|--------------|
| Number of candidates | 15 |
| Number of candidates who did not meet minimum requirements | 0 |
| Number of candidates who withdrew their application during selection process | 0 |
| Self-identified diverse candidates | 5 |
| Number of candidates interviewed | 4 |
| Number of diverse candidates interviewed | 1 |

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES


CANDIDATE: Amy Yarshen

POSITION: Instructor, Diagnostic Medical Imaging – Nuclear
Medicine Technology


PREPARATION: MBA, Benedictine University, 2013
BBA Health Administration,
Benedictine University, 2008
AAS Nuclear Medicine Technology,
College of DuPage, 2000

MAJOR AREAS: Nuclear Medicine Technology

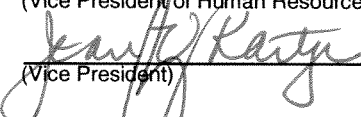
EXPERIENCE: College of DuPage
Adjunct Faculty/Clinical Coordinator
2008-Current
Hinsdale Hospital
Nuclear Medicine Technologist
2000-2013

RECOMMENDED BY: 

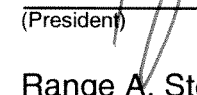
(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Range A, Step 5: \$56,721

DATE OF HIRE: August 21, 2013

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor – Diagnostic Medical Imaging Nuclear Medicine Technology

DEPARTMENT: Health and Biological Sciences

CANDIDATE: Amy Yarshen

SEARCH COMMITTEE: Karen Solt (Chair), Tim Caldwell, Barb Czahor, Cheryl Jackson,
 Joanne Metler

ADVERTISEMENTS:

| SOURCE | DATE |
|--|-------------|
| Chronicle of Higher Education | 2/2013 |
| Insider Higher Ed | 2/2013 |
| NAACP Career Fair | 2/2013 |
| Diverse Education | 2/2013 |
| Journal of Nuclear Medicine | 2/2013 |
| Journal of Nuclear Medicine Technology | 2/2013 |
| Central Chapter Society of Nuclear Medicine | 2/2013 |

DIVERSITY RECRUITMENT:

| CANDIDATE POOL | STATS |
|--|--------------|
| Number of candidates | 7 |
| Number of candidates who did not meet minimum requirements | 0 |
| Number of candidates who withdrew their application during selection process | 0 |
| Self-identified diverse candidates | 0 |
| Number of candidates interviewed | 3 |
| Number of diverse candidates interviewed | 0 |

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

In-Kind Donations Quarterly Report.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

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

4. **RECOMMENDATION**

That the Board of Trustees accepts the assets donated through the efforts of the College of DuPage Foundation, totaling \$17,500.00 received between April 1, 2013 and June 30, 2013, as shown on the attached list of donations. (There were no gifts given directly to the College this quarter.)

In-Kind Donations Quarterly Report

April 1, 2013 - June 30, 2013

DONATIONS THROUGH THE COLLEGE FOUNDATION

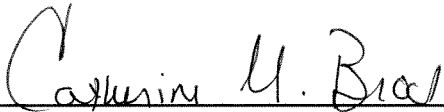
| <u>Date</u> | <u>Donor</u> | <u>Items Donated</u> | <u>*Estimated Value</u> | <u>Initiated by</u> | <u>Department of Use</u> |
|-------------|--|--|-------------------------|---------------------|--|
| 4/2/2013 | Mr. and Mrs. John Hall 924 S 6th St LaGrange, IL 60525 | 2003 Chrysler Sebring | \$1,500.00 | | Automotive Service Technology Program |
| 5/14/2013 | Cardinal International 601 South Wade Blvd Millville, NJ 08332 | Four Seasons Gourmet/Madame Butterfly Dinner Service Pieces | \$16,000.00 | | Culinary & Hospitality Center |
| | | | \$17,500.00 | | |

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

SIGNATURE PAGE FOR GIFTS AND DONATIONS REPORT

ITEM(S) ON REQUEST

That the Board of Trustees accepts the assets donated through the efforts of the College of DuPage Foundation, totaling \$17,500.00, received between April 1, 2013 and June 30, 2013. (There were no gifts given directly to the College during this period.)



07/02/13

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

Date



7/8/13

Executive Vice President

Date

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

Architect/Engineer Scope Change: MAC, Mortenson #029; SRC, Mortenson #051, #053.

Cost Adjustment: CMC, Pepper #102.

Errors and Omissions Scope Change: CMC, Pepper #117, #129; MAC, Mortenson #018, #019.1, #032, #033.

Final Close-Out: BIC/SRC, Mortenson #271, #272.

Owner-Requested Scope Change: 2012 Site Improvements, JJR #002; Pepper #002, #010, #012, #013, #029, #030, #033, #035, #045; CMC, Pepper #086, #087, #098, #107, #118, #121, #124, #128, #131; Infrastructure, Pepper #125; MAC, Mortenson #030, #031; PE, Power #118; SCC, Power #069.

Permit-Required Scope Change: CMC, Pepper #115.

Un-bought Scope Change: 2013 Site Improvements, Pepper #005, #017, #019, #021, #026; CMC, Pepper #046; CMC, Pepper #138; PE, Power #119, #122

Unforeseen Condition Scope Change: 2012 Pond 9, Encap #005; 2013 Site Improvements, Pepper #018, #037, #042; PE Renovation, Power #120, #124; SRC, Mortenson #042.1.

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees ratifies the Construction-Related Change Orders from the attached Summary for July, 2013.

SUMMARY OF RATIFICATION OF CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

- **2012 POND 9, ENCAP #005: \$9,285.48.** This change provides for the required repairs to the Pond 9 maintenance edge, topsoil grading and silt fence as a result of significant erosion that occurred as a result of flooding and significant rains of April 18, 2013. It is anticipated that this cost will be reimbursed by insurance. *This is an Unforeseen Condition scope change.*
- **2012 SITE IMPROVEMENTS, JJR #002: \$3,000.00.** This change provides for professional services for the purchase, design and installation of the commemorative plaques at the Chaparral and for the site furniture at the Glass Tree project. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #002: \$27,060.00.** This change incorporates foundation work, lighting and plantings along Tallgrass Drive to provide the setting area for the Chaparral sculpture. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #005: \$47,105.00.** This change is for purchasing fence and gates for the dumpster at the SRC dock. This work was not correctly defined at time of bid and, upon completion of the documents, is now being purchased. *This is an Un-bought scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #010: \$32,510.00.** This change provides for replacing sidewalk in front of the new Seaton Computing Center. This sidewalk was cracked and worn due to age and should have been replaced in the original construction designs. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #012: \$128,760.00.** This change incorporates new storm sewer and a section of water line into the West Campus Parking project. The added utility work is the result of the recent design completion of the 2014 building demolition projects. The College incorporated this utility work now, while the parking and Pond 9 areas are under construction, in order to prevent large scale disturbance and restoration of completed work in the future. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #013: \$2,806.00.** This change is for the cost to switch from standard topsoil to a more porous soil, enhancing the long term drainage capability of the west swale of College Parking 5 (soccer fields). *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER, #017: \$5,803.00.** This change provides for the erection of the Chaparral sculpture. Erection of the sculpture was not purchased in the agreement with the artist. *This is an Un-bought scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #018: \$3,434.00.** This change provides for lowering an existing irrigation main and laterals uncovered which was in conflict with construction of a new storm sewer at the Soccer Fields. *This is an Unforeseen Condition scope change.*

- **2013 SITE IMPROVMENTS, PEPPER #019: \$22,000.00.** This change provides funding for grubbing, clearing and hauling-off unsuitable soils, and installing new sod, topsoil, or seed blanket to restore areas disturbed during installation of the NICOR gas line. The restoration work was not purchased in the NICOR contract. *This is an Un-bought scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER, #021: \$14,512.00.** This change provides for the purchase of emergency call boxes at the West Campus Parking project. These devices were not defined at the time of original bid. *This is an Un-bought scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #026: \$17,573.00.** This change provides for restoration of sod during the installation of the College Parking 1, 2 and 3 drainage improvements. This work was incorporated in the original bid, however, was erroneously left out of the award. *This is an Un-bought scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #029: \$7,624.00.** This change revises the specified data cable for lighting in the MAC entry area. The originally specified cable was adequate for underground (wet) conditions whereas the new specification provides superior performance. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #030: \$11,838.00.** This change provides for installation of two conduits for future car charging station's data and power in the College Parking 2. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #033: \$756.00.** This change provides payment for College requested revisions to the temporary fencing layout at the irrigation well construction site. The revision provided additional pedestrian access during the initial phases of construction. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #035: \$38,167.00.** This change is for an additional manhole to provide connection of existing storm lines to catch basin at Seaton Computing Center and for the installation of trench drain at new concrete entry area to Seaton. This work was required to correct existing improper storm drainage at the entry doors. *This is an Owner-Requested scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #037: \$8,269.00.** This change provides for lowering the existing irrigation main and laterals during the grading and drainage corrections at the TEC Building. This previously-installed main could not remain as it would be in conflict with sewer and grading operations. *This is an Unforeseen Condition scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #042: \$1,932.00.** This change provides for an electrician to investigate electrical circuits not identified on the construction drawings and not identifiable by the College Engineering Department at the SRC plaza. Identification of these circuits allows contractor to complete lighting installations. *This is an Unforeseen Condition scope change.*
- **2013 SITE IMPROVEMENTS, PEPPER #045: \$54,858.00.** This change incorporates the waterproofing system, drainage tile and repair of the retaining wall expansion joint to prevent ground water leaking into the Hazardous Material Storage room near the BIC loading dock. *This is an Owner-Requested scope change.*

- **BIC/SRC – MORTENSON #271: CREDIT (\$71,450.00).** This credit is the result of the College's audit and final close-out of the open contract with Harmon, Inc. *This change is the Result of a Final Close-Out.*
- **BIC/SRC – MORTENSON #272: CREDIT (\$365,788.00).** This credit is the result of the College's audit and final close-out of the open contract with K Keup Concrete. *This change is the Result of a Final Close-Out.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #046: \$26,330.00.** This change is to provide additional steel connections and modifications to the Bid Package #1 scope after final shop drawing review and coordination of the Miscellaneous Metals and Structural Steel shop drawings. *This is an Un-bought scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #086: \$12,769.00.** This change is to award the final cleaning of the building. This work was included in the project budget and the scope was refined to include the additional clerestory in the Vehicle Storage area. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #087: \$24,273.00.** This change is to modify the awarded MEP/FP Scope of Work to include office revisions to better reflect the occupant work flow and individual office configurations. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #098: \$3,101.00.** This change is to add a third conduit for "future" fiber and communication-cabling while contractors were already running under College Road. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #102: CREDIT (\$14,367.00).** This credit is to adjust the final Board of Trustees Bid Packages #1, 2-Partial and 2-Final with the contractor's final costs. *This is a Cost Adjustment Change to reflect final contract values and Pepper's fees.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #107: \$10,706.00.** This change is to add an additional exhaust fan and relocate a bathroom fan to accommodate office and conference room revisions from the original Issue for Construction drawings. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #115: \$2,549.00.** This change is to modify the specified aluminum frame and door to a rated metal frame and wood door per DuPage County Building comments. *This is a Permit-Required scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #117: \$567.00.** This change is to furnish and install the revised asphalt grading to account for an incorrect elevation of an interior concrete slab. The Architect of Record accepts responsibility for this mistake. *This is an Errors and Omissions change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #118: \$8,651.00.** This change is to extend the Construction Management services of Pepper Construction for the schedule extension of July 19th to August 1st due to weather conditions that prohibited the enclosure of the building to maintain schedule. *This is an Owner-Requested scope change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #121: CREDIT (\$714.00).** This credit is to adjust the Board of Trustee’s approved value of a change order that, upon further review by the College’s auditor, was reduced based on approved contractor labor rates. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #124: \$46,922.00.** This change is to install the balance of the south side of the CMC building lot as 10” of concrete in lieu of the scheduled heavy duty asphalt. This item was originally listed as an Add Alternate to the Bid Package #2 but removed prior to bid as a cost saving measure to meet the project budget. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #128: CREDIT (\$3,463.00).** This credit is to revise the waste oil and new motor oil tanks to a lesser capacity and more secure containment that more closely reflects the Building’s and Ground’s needs. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #129: \$4,088.00.** This change is to furnish and install a revised coiling door to accommodate a larger (8’-6”) door opening than was originally specified. This is due to an error in the finished floor elevation in the Fluids Room on the architectural drawings. The Architect of Record accepts responsibility for this mistake. *This is an Errors and Omissions change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #131: CREDIT (\$172.00).** This credit is to modify the operation of the electric doors to better accommodate the Buildings and Grounds equipment and operation. The pressure loop detectors have been replaced with 4-channel “Liftmaster” openers to improve performance. *This is an Owner-Requested scope change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #138: \$803.00.** This change is to add additional tube steel to the high-roof area to support the 4’ sheet of deck on the south end of the building not originally accounted for in the construction drawings. *This is an Un-bought scope change.*
- **INFRASTRUCTURE PROJECT – PEPPER #125: \$36,792.00.** This change is to install two 3” conduits for future use at the fire system network loop for west campus. The network currently is unable to be “looped” due to congestion in the existing conduit from TEC to ECC. By running this new conduit, and installing conduit in the upcoming Utility Corridor, the College’s fire system will truly have network security of multiple paths for information. *This is an Owner-Requested scope change.*
- **MAC RENOVATION – MORTENSON #018: \$85,837.00.** This change is for modifications to duct work and steel in Theater 1. The duct work includes adding new duct, new duct insulation, (8) fire dampers and (6) volume dampers. *This is an Errors and Omissions change.*
- **MAC RENOVATION – MORTENSON #019.1: \$76,275.00.** This change is for revisions to the compressed air piping, steam and condensate piping and for the addition of 32 fire dampers that were thought to exist. *This is an Errors and Omissions change.*

- **MAC RENOVATION – MORTENSON #029: \$17,114.00.** This change is for several architectural revisions to the concession counter, ticket booth and other p-lam counters. *This is an Architect/Engineer scope change.*
- **MAC RENOVATION – MORTENSON #030: CREDIT (\$5,533.00).** This change is to adjust the corner guard's height and includes the deletion of vinyl wall covering in the lounge area. *This is an Owner-Requested scope change.*
- **MAC RENOVATION – MORTENSON #031: CREDIT (\$220.00).** This change is for the items identified on Pay Apps 1-6 that were not invoiced correctly. *This is an Owner-Requested change.*
- **MAC RENOVATION – MORTENSON #032: \$52,260.00.** This change is for additional electrical A/V work in theaters 1 & 2. New conduit was required due to new wiring not fitting into the existing conduits. *This is an Errors and Omissions change.*
- **MAC RENOVATION – MORTENSON #033: \$63,075.00.** This change is for new lighting due to the coordination between the exterior and interior lighting for the front canopy and the south and east sides of the building. *This is an Errors and Omissions change.*
- **PE RENOVATION – POWER #118: \$0.00.** This zero dollar change is for the updated insurance policies Power Construction and all its subcontractors must maintain in order to comply with the College's requirements. *This is an Owner-Requested scope change.*
- **PE RENOVATION – POWER #119: \$2,644.00.** This change is for the costs associated with the additional can lights and electrical in the Men's and Women's wet toilet areas not originally in the Issue of Bid drawings. After studying the lighting specified for this area, it was concluded that more illumination would be necessary in these two areas. *This is an Un-bought scope change.*
- **PE RENOVATION – POWER #120: \$2,435.00.** This change is for the fire rating of an existing wall on the Plaza level that was absent in the original construction. *This is an Unforeseen Condition scope change.*
- **PE RENOVATION – POWER #122: \$1,655.00.** This change is for the installation of new electrical outlets and conduits for the Plaza level vending machines. There were no accommodations in the original Issue-for-Bid documents that included this work. *This is an Un-bought scope change.*
- **PE RENOVATION – POWER #124: \$2,415.00.** This change is for the costs associated with the carpentry and finish work associated with the new Spinning Room soffit and existing ductwork. It was discovered after demolition that the existing ductwork to remain would conflict with the new ceiling. *This is an Unforeseen Condition scope change.*
- **SEATON COMPUTING CENTER (SCC) - POWER #069: \$3,183.00.** The change is to furnish and install decorative wall coverings outside the portal entrance to the SCC building. *This is an Owner-Requested scope change.*

- **STUDENT RESOURCE CENTER (SRC) - MORTENSON #042.1: \$20,383.00.** The cost of this change is the result of investigative work required by Gibson and Fox Valley after the fire alarm network was inadvertently interrupted. The cause of the interruption was due to an unforeseen faulty network card in the ECC building and a fiber line that was accidentally severed in the PE building during a scheduled shutdown of the Notifier system to replace the SRC FA panel. Half of this PC will be recovered by the contractor on the PE building. *This is an Unforeseen Condition scope change.*
- **STUDENT RESOURCE CENTER (SRC) - MORTENSON #051: \$3,361.00.** This change is for work required to install two new 12 ft. linear light fixtures in room SRC3103. Initial drawings did not provide sufficient task lighting as required for this space. This work should have been coordinated with the foot-candles requirements for workrooms by the design engineer. This change will be back-charged to LSH and Amsco Engineering. *This is an Architect/Engineer scope change.*
- **STUDENT RESOURCE CENTER (SRC) - MORTENSON #053: \$2,332.00.** This change is the result of additional power outlets and data receptacles needed for the installation of 3 IT work stations in room 2159. This work should have been indicated on the drawings to coordinate with the layout of the work stations shown. This change will be back charged to LSH and Amsco Engineering. *This is an Architect/Engineer scope change.*

CAPITAL BUDGET PROJECTS

NONE


SIGNATURE PAGE FOR RATIFICATION OF CONSTRUCTION-RELATED
CHANGE ORDERS

ITEM(S) ON REQUEST

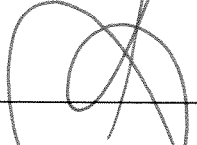
That the Board of Trustees ratifies the Construction-Related Change Orders from the attached Summary for July 2013.



Director Facilities Planning and Development 7-2-13
Date



Senior Vice President, Administration and Treasurer 7/3/2013
Date



President 7/3/13
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

Board approval is required due to the change order cumulative total exceeding 20% of the original contract value.

Referendum-Related Projects

None

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees approves the Construction-Related Change Orders from the attached Summary for July 2013.

SUMMARY OF APPROVED CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

None

CAPITAL BUDGET PROJECTS

None


SIGNATURE PAGE FOR CONSTRUCTION-RELATED CHANGE ORDERS

ITEM(S) ON REQUEST

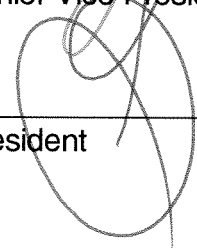
That the Board of Trustees approves the Construction-Related Change Orders from the attached Summary for July 2013.



Director Facilities Planning & Development 7.2.13
Date



Senior Vice President, Administration and Treasurer 7/3/2013
Date



President 7/2/13
Date

10. NEW BUSINESS

A. For INFORMATION

1) Lincoln Electric Welders Correction

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS INFORMATION

1. SUBJECT

Lincoln Electric Welders Correction.

2. BUDGET STATUS

Funds in the amount of \$38,701.25 are being provided by the U.S. Department of Labor (DOL), from the Trade Adjustment Assistance Community College & Career Training Programs Grant, (TAACCT) Budget #06-10-02805-806001. The total grant award is \$520,515.00.

3. BACKGROUND INFORMATION

This item was approved at May 16, 2013 Board of Trustees meeting for an incorrect expenditure amount of \$51,925.20 due to a clerical error. The correct award amount is \$38,701.25.

This bid represents the purchase of five MIG Welders and three TIG Welders for the Welding Program. This equipment is essential for the program and will be used for instructional purposes by approximately 150 students per semester enrolled in Welding Technology, 1100, 1112, 1122, 1132, 1142, 1151 and 1160. This equipment will also be utilized in classes that will be offered in the Welding AAS degree that is being developed. This will also satisfy the needs of the TAA grant funds that are being utilized for this purchase.

The new equipment will offer the most current technology used in the Welding industry. Since the College already owns twelve Lincoln welding machines, this purchase would provide continuity for our instruction while meeting the needs of prospective employers and students. The advisory committee of the program has endorsed this acquisition. The Lincoln brand of equipment that is recommended for purchase is used by many local companies and throughout the world. This is also a goal of the TAA grant.

A legal notice was published and thirteen vendors were solicited, three of which were in-district and one was minority owned. Two responses were received. An in-district vendor, Airgas USA, LLC, of West Chicago is recommended for the award of the bid.

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

The following is a recap of the bid tabulation:

| | Airgas | Praxair |
|---------------|--------------------|-------------|
| Item 1 | \$13,041.95 | \$14,850.00 |
| Item 2 | \$11,513.30 | \$12,480.00 |
| Item 3 | \$405.15 | \$445.00 |
| Item 4 | \$516.90 | \$565.00 |
| Item 5 | \$326.95 | \$360.00 |
| Item 6 | \$208.00 | \$230.00 |
| Item 7 | \$261.95 | \$290.00 |
| Item 8 | \$515.85 | \$570.00 |
| Item 9 | \$737.80 | \$830.00 |
| Item 10 | \$43.90 | \$50.00 |
| Item 11 | \$106.05 | \$115.00 |
| Item 12 | \$2.20 | \$2.40 |
| Item 13 | \$1,378.40 | \$1,500.00 |
| Item 14 | \$132.55 | \$145.00 |
| Item 15 | \$167.90 | \$185.00 |
| Item 16 | \$100.70 | \$115.00 |
| Item 17 | \$3.65 | \$4.25 |
| Item 18 | \$5,484.51 | \$5,967.00 |
| Item 19 | \$1,044.42 | \$1,131.00 |
| Item 20 | \$1,964.25 | \$2,136.00 |
| Item 21 | \$744.87 | \$819.00 |
| Total Awarded | \$38,701.25 | \$42,789.65 |

Awarded Vendor in Bold

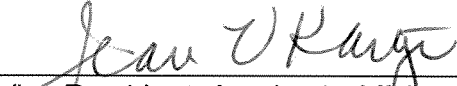
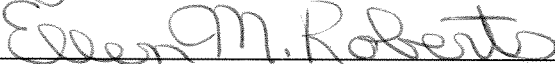


4. RECOMMENDATION

That the Board of Trustees awards the bid for Lincoln Electric Welders to the lowest responsible bidder, Airgas USA, LLC, 1250 West Washington Street, West Chicago, Illinois 60185, for a corrected total expenditure of \$38,701.25.

SIGNATURE PAGE FOR LINCOLN ELECTRIC WELDERS

ITEMS ON REQUEST

That the Board of Trustees awards the bid for Lincoln Electric Welders to the lowest responsible bidder, Airgas USA, LLC, 1250 West Washington Street, West Chicago, IL 60185, for a corrected total expenditure of \$38,701.25.

| | |
|---|-----------|
|  | 6/26/13 |
| Vice President, Academic Affairs | Date |
|  | 6-25-13 |
| Director, Business Affairs | Date |
|  | 6/26/2013 |
| Senior Vice President, Administration and Treasurer | Date |
|  | 7/2/13 |
| President | Date |

10. NEW BUSINESS

B. For APPROVAL

- 1) Approval of New Radio Frequency Technician Certificate Program**
- 2) Approval of New A.A.S. Degree in Culinology**
- 3) American Express Management and Business Travel Solutions**
- 4) Annual Membership Dues for ICCTA**
- 5) ProEducation Solutions, LLC Agreement Renewal**
- 6) Student Resource Center (SRC) Library Phase Two Building Asbestos Abatement (Emergency Non-Bid Item)**
- 7) Water Treatment Chemicals (Emergency Expenditure)**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. SUBJECT

Approval for a new Radio Frequency Technician Certificate Program.

2. REASON FOR CONSIDERATION

Board approval is required for new certificate programs.

3. BACKGROUND INFORMATION

This Certificate Program is designed to meet industry needs for electronic technicians competent in installation, maintenance and testing of Radio Frequency (RF) communication systems, like those found in wireless cellular communication networks.

This certificate consists of application-focused electronics technology courses and provides a pathway for students wishing to complete an A.A.S. degree in Electronics Technology.

The courses contained in this certificate utilize equipment currently owned by the College and employed in other electronic courses. The certificate consists of 34 credit hours in electronics technology, providing students with necessary, demonstrable skills.

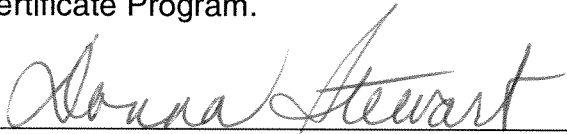
4. RECOMMENDATION

That the Board of Trustees approves a 34 credit hour Radio Frequency Technician Certificate Program.

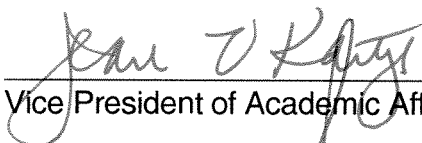
SIGNATURE PAGE FOR APPROVAL FOR A NEW RADIO FREQUENCY TECHNICIAN
CERTIFICATE PROGRAM.

ITEM(S) ON REQUEST

That the Board of Trustees approves a 34-credit hour Radio Frequency Technician Certificate Program.

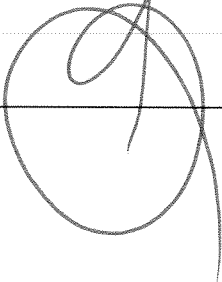



Dean, Business and Technology Division 7/2/13
Date



Vice President of Academic Affairs 7/2/13
Date

President 7/2/13
Date



Date: May 29, 2013
To: Dr. Jean Kartje, Vice President of Academic Affairs
From: Dr. Donna Stewart, Dean Business & Technology 
Subject: Radio Frequency Certificate Approval

I recommend the approval of the new Radio Frequency Technician certificate (ELECT 4813). The focused electronics program will prepare participants for a growing sector of the electronics industry. The curriculum aligns well with the applied associate degree program and requires no new course development.

**APPLICATION FOR PERMANENT APPROVAL
OF A CAREER & TECHNICAL EDUCATION CURRICULUM**
Submit THREE Complete Copies

COLLEGE NAME College of DuPage 5-DIGIT COLLEGE NUMBER 502-01

CONTACT PERSON Donna Stewart, Dean

PHONE (630) 942-3978 FAX (630) 942-3923

EMAIL stewartdo@cod.edu

CURRICULUM INFORMATION

AAS:
TITLE _____ CREDIT HOURS _____ CIP CODE _____

CERTIFICATE:
TITLE : ELECT 4813 Radio Frequency Technician CREDIT HOURS 34 CIP CODE 15.0310

CERTIFICATE:
TITLE _____ CREDIT HOURS _____ CIP CODE _____

PROPOSED CLASSIFICATION: District _____ Regional _____ Statewide

PROPOSED IMPLEMENTATION DATE: Spring 2014

SUBMISSION INCLUDES:

Part A: Feasibility Analysis

Part B: Curriculum Quality and Cost Analysis. **Also, complete the following when submitting Part B:**

This curriculum was approved by the college Board of Trustees on: _____
Date

State approval is hereby requested: _____
Required- Chief Administrative Officer Signature Date

ICCB USE ONLY:

ICCB APPROVAL DATE: AAS _____ 7-29 cr hrs Cert. _____ 30+ Cert. _____

IBHE APPROVAL DATE for AAS _____

**APPLICATION FOR PERMANENT APPROVAL OF
A CAREER & TECHNICAL EDUCATION CURRICULUM**

INSTRUCTIONS

Application Components: The curriculum approval application includes two parts, **Part A: Feasibility Analysis** and **Part B: Curriculum Quality and Cost Analysis**.

Part A: Feasibility Analysis. This section is designed to verify that the program is feasible from a labor market standpoint and solicits conclusive or convincing evidence of labor market need. Colleges are advised to complete this section in advance to indicate feasibility and provide evidence to the state curriculum review team regarding the program's need and the district's ability to sustain it.

Part B: Curriculum Quality and Cost Analysis. This section is intended to solicit information from the college that documents quality in response to identified needs and that it is a cost-effective program with commensurate financial support

Community colleges may submit both Parts A and B separately or together as a package.

Approval of Related AAS Degree and Certificate Curricula. When applying for approval of closely related AAS degree and certificate programs, the college should submit a single application that reflects all programs. (For example, a hospitality management AAS and certificate would use a single application.) In the application, ensure that information is tailored as needed to each curriculum, as the rationale and supporting information may vary for each program. For Chart B: Enrollment, provide separate enrollment and completion figures for each program. For Chart C: Curriculum, submit a separate chart for each program.

Application Submission. Submit **three (3)** complete copies of the application.

For More Information. Community colleges are encouraged to contact ICCB staff with questions on the application process. Pertinent information is also contained in the *Administrative Rules of the Illinois Community College Board*.

OCCUPATIONAL CURRICULUM APPROVAL APPLICATION
PART A: FEASIBILITY ANALYSIS

1. CURRICULUM DESCRIPTION. Provide a description addressing:

- a. the program's purpose and a catalog description

The Radio Frequency Certificate Program is designed to meet industry needs for electronic technicians competent in installation, maintenance and testing of Radio Frequency (RF) communication systems, like those found in wireless cellular communication networks. This certificate consists of application-focused electronics technology courses and provides a pathway for students wishing to complete an A.A.S. degree in Electronics Technology. The courses contained in this certificate utilize equipment currently owned by the College and employed in other electronic courses. The certificate consists of 34 credit hours of classes in electronics technology, providing students with necessary, demonstrable skills.

- b. the type of jobs for which it would train graduates (e.g., job titles, occupations, clusters of occupations, cross-functional positions, emerging occupations)

RF Systems Technicians, RF Maintenance Technicians, Radio Instrument and Control Technician, RF System Installer, RF Test Technician, RF Calibration Technician, Electronic Telecommunication Technician.

- c. the target population; e.g., current employees and/or persons desiring career entry

Returning students looking for career change or career entry. Students seeking skills in the field of electronic technology.

- c. unique or noteworthy features of the program

Certificate provides skills in the electronics technology area. It also allows students to continue their education toward AAS degree in the Integrated Engineering Technology, InET or Electronics Engineering Technology, EET.

- e. relationship of the program to existing curricula at the college (e.g., how the program complements or shares resources with existing programs)

Core of the certificate consists of fundamental electronics technology program courses. The equipment from this program is going to be shared with the new certificate. This certificate is complementary to all certificates in Electronics Technology.

- f. how will the college recruit and retain minorities, individuals with disabilities, non-traditional students or other students defined as "special populations" in this program?

Admissions and advising has outreach efforts to the community area high schools and recruitment events for adults and students from the underrepresented groups

2. LABOR MARKET NEED. Document labor market need for the proposed curriculum. Consult ICCB's *"Labor Market Need Analysis: Ten Easy Steps to Conduct a Basic*

Analysis for Program Approval" (Appendix B of the Program Manual).

- a. **Supply-Demand Data.** Attach information on program completers versus projected job openings for your district. For comparison purposes you may want to include statewide data. Regional proposals should include data reflective of all districts to be served.

In electronics technology growth according to Bureau of Labor Statistics office is pointing higher: "Overall employment of technicians is expected to grow 7 percent between 2008 and 2018" [1]. In DuPage County jobs are expected to be available with an average growth of 6.7%. In particular, employment of engineering technicians which includes RF technicians is expected to grow 5.4 percent between 2010 and 2020, (from which electronic installers and repairer technicians are projected to grow 3%) about as fast as the average for all occupations. Technological and scientific advancements require technicians to acquire multiple and diverse skills in order to function with competence in the modern technological environment. "Competitive pressures will force companies to improve and update manufacturing facilities and product designs, resulting in more jobs for engineering technicians".

- b. **Alternate Documentation.** If supply-demand data is not supportive, not applicable (such as with some new and emerging occupations), or not available (such as for your district) provide alternate documentation of labor market need. This might include career information, such as occupational growth rates, wage information, or a job outlook summary. This might also include data from employers assessing current openings in your area or their need to retrain employees.

COD currently enrolls about 252 full and part time students in the Electronics, ELECT and Electromechanical Technology, ELMEC. In 2012, 20 degrees and certificates have been awarded. These graduates are potential participants, as are current students, who can apply the certificate's coursework to degree completion requirements. Radio Frequency Technician Certificate will be a part of the well-established Electronics Technology Program at the College of DuPage. It consists of 34 credit hours of classes in electronics technology and provides students with skills in analog and digital electronics. The program has been growing steadily in recent times with an average rate of 31% and positive employment outlook.

- c. **Need Summary.** Summarize the key findings on Chart A: Labor Market Need.
- d. **Planning and Collaboration.** Describe how the proposed curriculum fits into the colleges overall plans and goals to meet career and technical education/workforce preparation needs within the district/region. Address how the program meets priority needs, and describe steps taken to plan and deliver the curriculum in collaboration with others, such as the education-to-careers partnership, the Tech

Prep consortium, the regional community college/university consortium, or other local/regional initiatives and partners.

RF technician certificate is an option within the Electronics Technology Program in the Business and Technology Division at College of Dupage. Therefore, program objectives are commensurate with a proposed certificate and aligned with the overall mission of College of DuPage in the field of technical education: “The mission of College of DuPage is to be at the forefront of higher education, serving the needs of the community where college will foster an instructional and organizational climate that welcomes innovation, is open to change, and targets continual improvement and accountability”.

Educational Objectives are:

The graduate has reliably demonstrated the ability to:

1. Offer a continuously improving, broad-based program consistent with the expectations of industry and institutions for the higher learning in the fields related to RF and Electronics Engineering Technology.
2. Promote a learning environment for providing students with effective communication skills and teamwork practices.
3. Prepare students for application of mathematical, physical and engineering sciences in industry.
4. Prepare students with methodology and computational skills to perform problem definition, representation, abstractions and analysis in the field of RF Technology.
5. Prepare students for collecting, analyzing and interpreting data on problems in the field of RF Electronics Technology.
6. Provide hands-on, project-based teaching whenever possible, to prepare students for real life problems that includes synthesis and design, evaluation of viable solutions in economical, organizational and social context.
7. Promote life-long learning in the RF field of Electronics Technology.
8. Develop students' understanding of global markets, multicultural perspectives and ethics.
9. Encourage students to take advantage of work opportunities in RF field while attending the school.

Program is collaborating with workNet DuPage Career Center for student recruitments and students from the underrepresented groups, [2]. Program is also partnering with Purdue University and Ivy Tech Community College on the project to develop the technological skills for the workforce within the larger Chicago metropolitan area. College of DuPage will develop educational modules based on the some of the courses required in electronics to be compatible with partnering institutions. Furthermore, College of DuPage will develop an articulated agreement for seamless transfer between the institutions providing students with the open-ended shortest path to complete their educational objectives pertaining to two or

four year degree options. This modular educational approach is well suited to meet the needs of the regional workforce.

- e. **Regional Programs.** If the college is seeking "regional" designation for the proposed program, define the "region" to be served, describe how the college will ensure the region is adequately served by the program, (e.g., via cooperative arrangements or telecommunications) and include separate letters from each of the colleges within the defined region indicating their support for the proposed program at your college.
N/A

3. **ENROLLMENT DATA.** Project enrollments and completions on Chart B: Enrollment.

CHART A: LABOR MARKET NEED. Summarize key findings from labor market data (including alternate data if appropriate) to document need for the proposed program.

Employment Projections:

| <u>SOC Job Titles & Codes</u> * (and other district job titles if alternate data also submitted) | | Average Annual Annual Program <u>Openings, 2008-2018*</u> <u>Completers **</u> (indicate from which area) | | |
|--|--------------------------------------|--|-------|-----------|
| 17-2000 | Elec/Electronic Eqpt Mechs/Installrs | 93 | ET | 7 (2012) |
| 17-2022 | Telecomm Eqpt Installers/Repairers | 36 | ELMEC | 13 (2012) |
| 17-2094 | Elec Repairers, Comm/Industrial Eqpt | 7 | INET | 2 (2012) |

EET Electronics engineering technology
ELMEC Electromechanical Technology
INET Integrated engineering technology

Note: Data summarized in Chart A should directly correspond to data appended for 2a and 2b.

* SOC (Standard Occupational Classification) Job titles/codes & AAJO (Average Annual Job Openings) by Community College district can be found through the IDES (Illinois Dept. Of Employment Security) website at www.il.workinfo.com.

** Program completer data can be used from the most current ICCB Data and Characteristics Report or completer data provided by the college.

CHART B: ENROLLMENT: Project enrollments and completions:

| | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> |
|------------------------|-------------------|--------------------|-------------------|
| Full-Time Enrollments: | <u>15</u> | <u>18</u> | <u>20</u> |
| Part-Time Enrollments: | <u>12</u> | <u>14</u> | <u>16</u> |

Completions:

0 _____

16 _____

19 _____

NOTE: If more than one program is presented in this application; e.g., related degree and certificate programs, provide separate enrollment and completion projections for each program, adding lines to the chart as needed.

**OCCUPATIONAL CURRICULUM APPROVAL APPLICATION
PART B: CURRICULUM QUALITY AND COST ANALYSIS**

1. **OCCUPATIONAL CURRICULUM APPROVAL APPLICATION COVER SHEET.** If Part A: Feasibility Analysis was submitted previously and Part B: Curriculum Quality and Cost Analysis is a separate submission:
 - a. **Cover Sheet.** Attach a copy of the cover sheet from the original submission that includes the local college board of trustees approval date and the chief administrative officer's signature.
 - b. **Part A Revisions.** Verify if the information submitted previously on Part A is still accurate and pertinent. If any revisions are needed, please submit.

2. **CURRICULUM INFORMATION.** Provide the following information on the program:

- a. **Curriculum.** Complete Chart C: Curriculum to present the proposed curriculum. Include separate chart C's for each proposed program.
- b. **Articulation.** Specify how the program is structured or articulated to provide a career ladder for students. Include information on articulation with secondary schools (such as dual credit opportunities) articulation between certificate and AAS degrees, and articulation with baccalaureate institutions.

Some of the proposed certificate courses are articulated through dual credit classes (at least five classes, electives not included) with 10 area high schools. In addition, electronics program has developed with Technology Center of DuPage Electricity and Electronics Certificate with four classes compatible with a proposed certificate (see below for details, Table 2), which allows students a seamless transfer from a number of area high schools to COD. As for the articulation agreement with regional schools EET and ELMEC program have articulation agreements with Purdue, IIT, Bradley, Northern, Southern, Eastern, DeVry, All courses are applicable toward AAS degree in EET, and InET College of DuPage programs.

Table 2.

| | |
|---|------------|
| ELECT 1100 Electricity and Electronics Fundamentals | 2 |
| ELECT 1120 Electronic Documentation | 2 |
| ELECT 1130 Electronics Materials and Fabrication | 2 |
| ELECT 1141 Digital Fundamentals | 3 |
| (ELMEC 1101 Survey of Automation | <u>3</u>) |
| Total Hours | 12 |

- c. **Course Syllabi.** Append course syllabi for new courses or any existing courses that are being

modified significantly for the proposed curriculum.

None

- d. **Work-Based Learning.** Append a list of work-based learning sites to be used; e.g., for internship, career exploration, job shadowing, clinical practicum, or apprenticeship coursework.

None required

- e. **Equipment.** List equipment to be purchased, shared, or leased to implement the curriculum.

Existing equipment will be sufficient for the certificate

3. **EDUCATION AND SKILL REQUIREMENTS.** Describe how the college ensures that the proposed curriculum will provide needed education and skills for the occupation and will meet program objectives by addressing the following:

- a. **Employer Input.** Append employer advisory committee meeting minutes and other pertinent documents to reflect the private sector input obtained in the development of the proposed curriculum.

Advisory board meets twice annually to provide guidance and feedback to EET and ELMEC programs and certificates.

- b. **Skill Level.** Describe how the program incorporates the appropriate level of academic, technical, and workplace skills, including SCANS skills (Secretary's Commission on Achieving Necessary Skills), Work Keys and state and/or national skill standards, if available.

Certificate courses are competency based, hands-on, and project centered.

- c. **Skills Standards/Credentialing/Licensure for Students.** Regarding the *students*, please specify:

- What skill standards have been set in this occupation or what professional credentialing (licensure, certification, registration, etc...) is available to students and through what agency/entity? Is it optional or required; i.e., is licensure or certification required or optional for job entry? What steps has the college completed to ensure that students will learn the skills required to obtain the necessary licensure or certification?

List of competencies for the program has been developed in collaboration with NJCATE center and is based on the study to determine industry needs. This student centered approach to learning has been developed in recent years in collaborative efforts with National ATE (Advanced Technological Education) Centers and funded by NSF-ATE program for curriculum development. Collaborative agreements with NJCATE, SC-ATE, and CREATE are just a few examples of College of DuPage partnership with above institutions for

curriculum development. Students in the program will be evaluated by administering the Technology Aptitude Test and Workey Tests.

d. **Skills Standards/Accreditation for Programs.** Regarding the proposed *program*, please specify:

- What external approval or accreditation can be obtained for this program and through what agency/entity? Is it optional or required; i.e., is program approval/accreditation by a regulatory agency or industry-related entity required prior to enrolling students or graduates earning their licensure/certification? What steps has the college completed to obtain that approval/accreditation?

None required

4. **ASSESSMENT OF STUDENT LEARNING.** Describe how the college plans to ensure students will meet the objective for this program by providing the following:

a. **Student Learning Objectives.** Describe or list the learning objectives/outcomes that each student is expected to have mastered upon completion of the program related to 1) the general education component of the curriculum, and 2) the career and technical education component of the curriculum. *These are program-level outcomes rather than course-level outcomes.*

RF Technician certificate is an option under Electronics Technology program and as such share the common outcomes:

Upon completing RF Technician Certificate students should be able to:

1. Communicate effectively in oral, written, visual, and graphical modes in interpersonal and group environments.
2. Produce and deliver effective written documents.
3. Develop, prepare, and interpret effective visual and graphical information.
4. Adapt to quickly changing technologies and pursue life-long learning.
5. Use information acquisition tools effectively.
6. Implement technical skills effectively.
7. Fill entry-level technical positions in the RF field.
8. Install, test, and troubleshoot RF systems and instrumentation using current equipment.
9. Analyze and solve problems in RF systems.

10. Understand the fundamental principles of RF circuits and instrumentation, enabling them to understand current technology and to adapt to new devices and technologies.
11. Demonstrate a commitment to quality, timeliness, and continuous improvement.
12. Think critically to identify, analyze, and solve technical problems.
13. Demonstrate a sense of ethics and the personal discipline to succeed in a technical profession.
14. Make decisions based on ethical issues.
15. Be aware of professional Codes of Ethics.

- b. **Assessment of Student Learning Objectives.** Describe the end-of-program evaluation process(es) the college has in place to ensure that students demonstrate these learning objectives just prior to program completion. For example, assessment through portfolio review, cumulative course, team project, written/performance test, or industry/state certification/licensure examination.

The process of assessing the outcomes achievement of graduates covers the entire period from the time a student enters the program until the student is well established in his/her career. The process includes assessment of achievement for every class that a student takes and finally post-graduation assessment surveys. RF Technician certificate is an integrated, project-centered curriculum. The process is implemented using multiple measures to assess student learning using the following instruments:

1. Team project presentations and portfolio review.
2. Written competency based surveys and questionnaires.
3. Simulations (a *competency* based measure where a person's abilities are measured in a situation that approximates a "real world" setting).
4. Performance Appraisals (systematic measurement of overt demonstration of acquired skills, generally through direct observation in a "real world" situation while student is working on projects)
5. External Examiner (using tests from outside program from another institution such as Technology Aptitude Test and Workey Tests)
6. Oral examinations (evaluation of student knowledge levels through a face-to-face dialogue between the student and the faculty).
7. Employer Survey and Advisory Committee Meetings.

- c. **Program Improvement.** Describe how the college will use this assessment for continuous quality improvement of the curriculum.

In order to ensure continuous program quality improvement the college will establish baseline assessment data, and develop targets. We will continue to use the following

processes:

1. Semester faculty advisory meetings to review curricula and make improvements.
2. Advisory Committee meetings to review and advice on competencies and curriculum changes.
3. Development and continual implementation of Program Evaluation Plan coordinated by program coordinator.
4. Continuous faculty development through workshops and conference attendance in the field of Electronics Technology Curriculum.
6. Faculty member course syllabi update and evaluation by the team.
7. Bi-monthly faculty team assessment process of student knowledge in relation to student outcomes as defined in the program.
8. Quarter evaluation of the lab equipment and update by program coordinator.
9. Employer and graduates surveys evaluation by Faculty and Industry Advisory committee.
10. Ensure quality and currency through direct industry involvement. Industry members are participating in student learning by creating and coordinating students with “real-world” projects.
11. Administer annual student competency assessment survey and program assessment by faculty team.

5. **FACULTY**

- a. **Faculty Qualifications.** Complete and append Chart D1: Faculty Qualifications to specify the minimum qualifications for program faculty, including new and existing faculty.

At least two years of teaching and industrial experience in the field of Electronics, (EET) or closely related field.

- b. **Faculty Needs.** Complete and append Chart D2: Faculty Needs to specify the number of full- and part-time faculty the program will need for each of the first three years, including new and existing faculty.

1 full time faculty and 6 part time faculties will be used to teach courses for the new certificate

6. **ACADEMIC CONTROL.** If another entity is involved in the delivery of the program in addition to the community college through a cooperative arrangement or contract; e.g., with another college or university, the regional consortia, an apprenticeship organization, a private institution or business, or other outside entity:

a. **Contractual/Cooperative Agreements.** Append a copy of the contractual or cooperative agreement.

N/A

b. **Academic Control.** Describe how the college will maintain academic control over the program, including student admissions, faculty, and program content and quality.

Program Coordinator for the Electronics Technology Program will interview and advise students regarding admission, obtaining certificate, and required courses.

7. **COST DATA.** Document the financial feasibility of the proposed program.

a. **Source of Funds.** Specify the source of resources to support the proposed program and note what portion of funds will come from reallocation of existing resources as compared to new resources.

COD operating budget for instructional and supplies for the electronics and electromechanical technology program and yearly allocation of capital budget will be sufficient to satisfy equipment needs for the program. (Please see attached)

b. **Finance.** Complete and append Chart E: Finance to identify new direct costs to establish the program.

CHART C: CURRICULUM. List courses within the proposed program, and *asterisk new courses*.

| Course Prefix/# | Course Title | Asterisk New Courses | Credit Hours | Lecture Contact Hours | Lab Contact Hours |
|---|--|----------------------|--------------|-----------------------|-------------------|
| General Education Courses (<i>required</i> coursework). | | None required | | | |
| Note which courses are <i>transferable</i> . | | | | | |
| Total | | | | | |
| Career and Technical Education Courses (<i>required</i> coursework) | ELECT 1100 Electricity and Electronics Fundamentals | | 3 | 2 | 2 |
| | ELECT 1101 Circuits I | | 3 | 2 | 2 |
| | ELECT 1102 Circuits II | | 4 | 2 | 4 |
| | ELECT 1120 Electronic Documentation | | 2 | 1 | 3 |
| | ELECT 1130 Electronic Materials | | 2 | 1 | 2 |
| | ELECT 1141 Digital Fundamentals | | 3 | 2 | 2 |
| | ELECT 1151 Electronic Devices and App. | | 4 | 2 | 4 |
| | ELECT 1161 Introduction to Telecomm. | | 4 | 2 | 2 |
| | ELECT 2241 Wireless Telecom. I | | 3 | 2 | 2 |
| | ELECT 2242 Wireless Telecom. II | | 3 | 2 | 2 |
| Total | | | 31 | 18 | 25 |
| Work-Based Learning Courses (<i>required</i> internship, practicum, apprenticeship, etc.) | | None Required | | | |
| Total | | | | | |
| Electives: Choose minimum three credits from the following list | ELECT 2245 Programmable Logic Devices | | 4 | 2 | 4 |
| | ELECT 2255 Industrial Electronics | | 3 | 2 | 2 |
| | ELECT 2273 Real Time Systems | | 3 | 2 | 2 |
| Total | | | 3 | | |

| | | | |
|---|--|-----------|--|
| TOTAL CREDIT HOURS REQUIRED FOR COMPLETION | | 34 | |
|---|--|-----------|--|

CHART D1: FACULTY QUALIFICATIONS. Cite the minimum qualifications for new and existing faculty.

| <u>Degree</u> | <u>Field</u> | <u>Years of Related Occupational Experience</u> | <u>Years of Teaching Experience</u> |
|----------------|------------------------------------|---|-------------------------------------|
| <u>Masters</u> | <u>Eng. Tech. or related field</u> | <u>2 years min.</u> | <u>2 years min.</u> |
| _____ | _____ | _____ | _____ |

CHART D2: FACULTY NEEDS. : Cite the number of faculty, including new and existing faculty that the program will need for each of the first three years noting if they will serve as full-time faculty or part-time.

| | <u>First Year</u> | | <u>Second Year</u> | | <u>Third Year</u> | |
|-----------------------|-------------------|------------------|--------------------|------------------|-------------------|------------------|
| | <u>Full-Time</u> | <u>Part-Time</u> | <u>Full-Time</u> | <u>Part-Time</u> | <u>Full-Time</u> | <u>Part-Time</u> |
| # of New Faculty | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| # of Existing Faculty | <u>1</u> | <u>7</u> | <u>1</u> | <u>7</u> | <u>1</u> | <u>7</u> |

CHART E: FINANCE: Identify projected new direct costs to establish the program.

| | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> |
|--|--------------------|--------------------|-------------------|
| Faculty Costs | <u>\$ 0*</u> | <u>0*</u> | <u>0*</u> |
| Administrator Costs | _____ | _____ | _____ |
| Other Personnel Costs (specify positions) | _____ | _____ | _____ |
| Equipment Costs | _____ | _____ | _____ |
| Library/LRC Costs | _____ | _____ | _____ |
| Facility Costs** | _____ | _____ | _____ |
| Other (specify) | _____ | _____ | _____ |
| TOTAL NEW COSTS | <u>\$ 0</u> | _____ | _____ |

**Capital projects that use state funds require prior ICCB approval, as do capital projects over \$250,000 that use local funds.

*No new faculty will be employed to establish the program.

References:

- [1] U.S. Bureau of Labor Statistics
- [2] The workNET DuPage Career Center

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. SUBJECT

Approval for a New A.A.S. Degree in Culinary and Food Science.

2. REASON FOR CONSIDERATION

Board approval is required for new degree and certificate programs.

3. BACKGROUND INFORMATION

Culinary is a relatively new field that blends culinary arts, food science and food technology to prepare students for occupations engaged in food product development, food research, food manufacturing, food processing inspection or flavor development.

The A.A.S. in Culinary and Food Science complements the Culinary Arts and Baking/Pastry degrees that develop skills in restaurant and bakery operations by introducing topics related to developing new foods, nutrition, processing technology and government regulations.

4. RECOMMENDATION

That the Board of Trustees approves a 65 credit hour A.A.S. Degree in Culinary and Food Science.

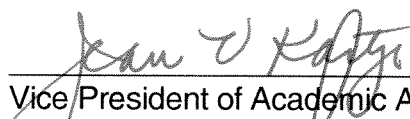
SIGNATURE PAGE FOR APPROVAL FOR A NEW A.A.S. DEGREE IN CULINOLOGY
AND FOOD SCIENCE

ITEM(S) ON REQUEST

That the Board of Trustees approves a 65 credit hour A.A.S. Degree in Culinology and Food Science.




Dean, Business and Technology Division 7/2/13
Date



Vice President of Academic Affairs 7/2/13
Date



President 7/2/13
Date

Date; June 4, 2013
To: Jean Kartje, Vice President of Academic Affairs
From: Donna Stewart, Dean of Business and Technology 
Subject: Recommendation for Approval of New A.A.S. degree in Culinology

I recommend the approval of the AAS degree in Culinology, a blending of culinary, food science and food technology. The combined theory and lab delivery of course will well prepare students to make food safer, more consistent, and further develop flavor and food concepts. Employment opportunities are expected to continue to grow in this emerging discipline and offer new career opportunities for students. With heightened consumer expectations for quality and consistency in the food stream, demand for professionals in this discipline is expected to increase and support competitive salaries.

Illinois Community College Board

**APPLICATION FOR PERMANENT APPROVAL
OF A CAREER & TECHNICAL EDUCATION CURRICULUM**
Submit THREE Complete Copies

COLLEGE NAME College of DuPage 5-DIGIT COLLEGE NUMBER 502-01

CONTACT PERSON Donna Stewart

PHONE 630-942-2592

FAX 630-942-3923

EMAIL stewartdo@cod.edu

CURRICULUM INFORMATION

AAS:

TITLE CULIN 3233 Culinology & Food Science CREDIT HOURS 65 CIP CODE 12.0500

CERTIFICATE:

TITLE _____ CREDIT HOURS _____ CIP CODE _____

CERTIFICATE:

TITLE _____ CREDIT HOURS _____ CIP CODE _____

PROPOSED CLASSIFICATION: District Regional Statewide

PROPOSED IMPLEMENTATION DATE: Spring 2014

SUBMISSION INCLUDES:

_____ Part A: Feasibility Analysis

_____ Part B: Curriculum Quality and Cost Analysis. **Also, complete the following when submitting Part B:**

This curriculum was approved by the college Board of Trustees on: _____
Date

State approval is hereby requested: _____
Required- Chief Administrative Officer Signature Date

ICCB USE ONLY:

ICCB APPROVAL DATE: AAS _____ 7-29 cr hrs Cert. _____ 30+ Cert. _____

IBHE APPROVAL DATE for AAS _____

APPLICATION FOR PERMANENT APPROVAL OF A CAREER & TECHNICAL EDUCATION CURRICULUM

INSTRUCTIONS

Application Components: The curriculum approval application includes two parts, **Part A: Feasibility Analysis** and **Part B: Curriculum Quality and Cost Analysis**.

Part A: Feasibility Analysis. This section is designed to verify that the program is feasible from a labor market standpoint and solicits conclusive or convincing evidence of labor market need. Colleges are advised to complete this section in advance to indicate feasibility and provide evidence to the state curriculum review team regarding the program's need and the district's ability to sustain it.

Part B: Curriculum Quality and Cost Analysis. This section is intended to solicit information from the college that documents quality in response to identified needs and that it is a cost-effective program with commensurate financial support

Community colleges may submit both Parts A and B separately or together as a package.

Approval of Related AAS Degree and Certificate Curricula. When applying for approval of closely related AAS degree and certificate programs, the college should submit a single application that reflects all programs. (For example, a hospitality management AAS and certificate would use a single application.) In the application, ensure that information is tailored as needed to each curriculum, as the rationale and supporting information may vary for each program. For Chart B: Enrollment, provide separate enrollment and completion figures for each program. For Chart C: Curriculum, submit a separate chart for each program.

Application Submission. Submit **three (3)** complete copies of the application.

For More Information. Community colleges are encouraged to contact ICCB staff with questions on the application process. Pertinent information is also contained in the *Administrative Rules of the Illinois Community College Board*.

**OCCUPATIONAL CURRICULUM APPROVAL APPLICATION
PART A: FEASIBILITY ANALYSIS**

1. **CURRICULUM DESCRIPTION.** Provide a description addressing:
 - a. the program's purpose and a catalog description
Culinology is a relatively new field that blends culinary arts, food science and food technology to prepare students for occupations engaged in food product development, food research, food manufacturing, food processing inspector or flavor developer. The A.A.S. in Culinology and Food Science complements the Culinary Arts and Baking/Pastry degrees that develop skills in restaurant and bakery operations by introducing topics related to developing new foods, nutrition, processing technology and government regulations. This degree requires a minimum of 65 credits in program requirements and general education requirements.
 - b. the type of jobs for which it would train graduates (e.g., job titles, occupations, clusters of occupations, cross-functional positions, emerging occupations)
The culinology/food science degree will prepare students for occupations including food technologist, chef, culinologist, research chef, food chemist, food manufacturing, food processing grader/inspector, or flavor developer.
 - c. the target population; e.g., current employees and/or persons desiring career entry
Current industry employees looking to enhance their skill set with technical applications for advancement in the culinology/food science industry, current Culinary Arts students and new students desiring career entry.
 - d. unique or noteworthy features of the program
The culinology program focuses on the blending of culinary arts and food science which is an emerging part of the industry. By blending the knowledge of basic science with culinary creativity, students develop a skill set that enables them to contribute to developing new food products and flavors. When completing the degree students will be able to: apply scientific data collection and analysis as it relates to food, develop flavor profile and objective criteria towards food and beverage products, apply culinary methods and techniques to develop quality consumer driven menu items. This degree will offer students the opportunity to specialize in this market segment. Currently, there is no other community college in this area offering this degree.
 - e. relationship of the program to existing curricula at the college (e.g., how the program complements or shares resources with existing programs)
This degree will be closely related and share several classes with the Culinary Arts & Baking/Pastry degrees that offer a broader education in restaurant and bakery operations.

- f. how will the college recruit and retain minorities, individuals with disabilities, non-traditional students or other students defined as “special populations” in this program?

The Enrollment Management team at College of DuPage works specifically to recruit and retain ‘special population’ students. The Office of Access and Accommodations is the primary resource for individuals with disabilities to reach success in their academic courses.

2. **LABOR MARKET NEED.** Document labor market need for the proposed curriculum. Consult ICCB's "*Labor Market Need Analysis: Ten Easy Steps to Conduct a Basic Analysis for Program Approval*" (Appendix B of the *Program Manual*).

- a. **Supply-Demand Data.** Attach information on program completers versus projected job openings for your district. For comparison purposes you may want to include statewide data. Regional proposals should include data reflective of all districts to be served.

Data was collected for Standard Occupational Classification Code 19-1012 (Food Scientists and Technologists) Code 35-1011 (Chefs and Head Cooks). These two Codes most closely aligned with the potential job titles of Culinology program completers which include:

- **Research & Development Chef**
- **TechnoChef™**
- **Product Assurance/Development Manager**
- **Corporate Executive Chef**
- **Culinary R & D Chef**
- **Senior Culinary Research Technologist**
- **Savory Lab Manager**
- **Product Formulation Chef**

According to the Illinois Department of Employment Security (Long-term) projections, 2008-2018 for DuPage County (LWA 6) nearly 7% employment growth is expected for Chefs with 9 average. annual job openings. Data from the same source indicates Food Scientists and Food Technologists are projected at 11% employment growth with 4 average annual job openings. State-wide data projections show that for the State of Illinois (2010-2020) job growth for Chefs is expected at 7% while for the Food Scientists and Food Technologists no growth is projected. This Culinology degree will prepare students to enter this industry. Professionals working in the field who do not have the educational background in Culinology will be able to advance in their careers.

- b. **Alternate Documentation.** If supply-demand data is not supportive, not applicable (such

as with some new and emerging occupations), or not available (such as for your district) provide alternate documentation of labor market need. This might include career information, such as occupational growth rates, wage information, or a job outlook summary. This might also include data from employers assessing current openings in your area or their need to retrain employees.

Labor market need for Culinology program completers can be supported by additional data from the U.S. Bureau of Labor Statistics (BLS), the Research Chefs Association and other sources regarding food science.

According to the U.S. Bureau of Labor Statistics (BLS), employment opportunities for food scientists are expected to increase by 16% through 2018 (www.bls.gov). This promising growth for the profession could be due to the need for increased food quantity and quality for an expanding population as well as more public awareness about healthy eating habits. Advancing biotechnology and new food products will also contribute to the demand for food scientists. This profession had an average yearly salary of \$65,380, as reported by the BLS in May 2010.

According to a survey taken at a recent Research Chefs Association conference earnings varied widely for research chefs, but many experienced chefs earned between \$70,000 and \$90,000 per year. This suggests that research chefs often earn more than other chefs. The Bureau of Labor Statistics does not collect specific data on research chefs.

Employment of agricultural and food scientists is expected to grow 9 percent between 2006 and 2016. Job growth for food scientists and technologists will be driven by the demand for new food products and food safety measures. Food research is expected to increase because of heightened public awareness of diet, health, food safety, and biosecurity—preventing the introduction of infectious agents into herds of animals. Advances in biotechnology and nanotechnology should also spur demand, as food scientists and technologists apply these technologies to testing and monitoring food safety. (www.allthingspolitical.org/careers/food-science)

- c. **Need Summary.** Summarize the key findings on Chart A: Labor Market Need. **College of DuPage will be the first community college in Illinois to offer this AAS degree so there is no data for program completers from ICCB. The job data reflects the newness of this job classification, so data was gathered for Chef, Food Scientist and Food Technician. Strong interest in this program and potential employment for program graduates was obtained in discussions with representatives of food product manufacturers ConAgra, Unilever and McCain Foods. All have corporate headquarters located in DuPage County. See Advisory Board Minutes in appendix. While it appears that we will have far more program completers than available jobs, keep in mind that the job openings listed are only those that fall within the two SOC codes of the data, many other job openings and titles will be available for Culinology program completers.**

- d. **Planning and Collaboration.** Describe how the proposed curriculum fits into the college's overall plans and goals to meet career and technical education/workforce preparation needs within the district/region. Address how the program meets priority needs, and describe steps taken to plan and deliver the curriculum in collaboration with others, such as the education-to-careers partnership, the Tech Prep consortium, the regional community college/university consortium, or other local/regional initiatives and partners.

The proposed Culinology curriculum is included under the umbrella of Culinary Arts and Hospitality Management Programs of Study and offers specific training within the culinary field for a growing market within the industry. During the curriculum planning process we worked collaboratively with the local food industries listed above as well as educators at Dominican University and resources at the Research Chefs Association. There is data to support the anticipated need for additional Food Scientists/Technologists and Chefs in DuPage County in the next five years as detailed in section a. Supply-Demand Data above.

- e. **Regional Programs.** If the college is seeking "regional" designation for the proposed program, define the "region" to be served, describe how the college will ensure the region is adequately served by the program, (e.g., via cooperative arrangements or telecommunications) and include separate letters from each of the colleges within the defined region indicating their support for the proposed program at your college.

The college is not seeking regional designation for the Culinology AAS degree.

3. **ENROLLMENT DATA.** Project enrollments and completions on Chart B: Enrollment.

CHART A: LABOR MARKET NEED. Summarize key findings from labor market data (including alternate data if appropriate) to document need for the proposed program.

| <u>SOC Job Titles & Codes</u> * (and other job titles if alternate data also submitted) | Employment Projections: | |
|---|-----------------------------------|--|
| | <u>Annual District Openings</u> * | <u>Annual Program Completers</u> ** (indicate from which surrounding districts) |
| <u>Culinologist/Chef</u> | <u>9</u> | <u>0</u> |
| <u>Food Scientist/Food Technology</u> | <u>4</u> | <u>0</u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |

Note: Data summarized in Chart A should directly correspond to data appended for 2a and 2b.

* SOC (Standard Occupational Classification) Job titles/codes & AAJO (Average Annual Job Openings) by Community College district can be found through the IDES (Illinois Dept. Of Employment Security) website at www.il.workinfo.com.

** Program completer data can be used from the most current ICCB Data and Characteristics Report or completer data provided by the college.

CHART B: ENROLLMENT: Project enrollments and completions:

| | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> |
|------------------------|-------------------|--------------------|-------------------|
| Full-Time Enrollments: | <u>10</u> | <u>20</u> | <u>30</u> |
| Part-Time Enrollments: | <u>10</u> | <u>15</u> | <u>20</u> |
| Completions: | <u> </u> | <u>10</u> | <u>20</u> |
| | <u> </u> | <u> </u> | <u> </u> |

NOTE: If more than one program is presented in this application; e.g., related degree and certificate programs, provide separate enrollment and completion projections for each program, adding lines to the chart as needed.

**OCCUPATIONAL CURRICULUM APPROVAL APPLICATION
PART B: CURRICULUM QUALITY AND COST ANALYSIS**

1. **OCCUPATIONAL CURRICULUM APPROVAL APPLICATION COVER SHEET.** If Part A: Feasibility Analysis was submitted previously and Part B: Curriculum Quality and Cost Analysis is a separate submission:
 - a. **Cover Sheet.** Attach a copy of the cover sheet from the original submission that includes the local college board of trustees approval date and the chief administrative officer's signature.
 - b. **Part A Revisions.** Verify if the information submitted previously on Part A is still accurate and pertinent. If any revisions are needed, please submit.

2. **CURRICULUM INFORMATION.** Provide the following information on the program:
 - a. **Curriculum.** Complete Chart C: Curriculum to present the proposed curriculum. Include separate chart C's for each proposed program.
 - b. **Articulation.** Specify how the program is structured or articulated to provide a career ladder for students. Include information on articulation with secondary schools (such as dual credit opportunities) articulation between certificate and AAS degrees, and articulation with baccalaureate institutions.
We are currently discussing the development of a 2+2 or 3+1 degree articulation with Dominican University. Dominican offers a bachelor's degree in Culinology.
 - c. **Course Syllabi.** Append course syllabi for new courses or any existing courses that are being modified significantly for the proposed curriculum. **See attached.**
 - d. **Work-Based Learning.** Append a list of work-based learning sites to be used; e.g., for internship, career exploration, job shadowing, clinical practicum, or apprenticeship coursework.
This degree will include visits to area food manufacturing plants, food science laboratories and other food local food industry sites.
 - e. **Equipment.** List equipment to be purchased, shared, or leased to implement the curriculum. **None needed.**

3. **EDUCATION AND SKILL REQUIREMENTS.** Describe how the college ensures that the proposed curriculum will provide needed education and skills for the occupation and will meet program objectives by addressing the following:
 - a. **Employer Input.** Append employer advisory committee meeting minutes and other pertinent documents to reflect the private sector input obtained in the development of the proposed curriculum. **Please see attached advisory committee meeting minutes from Spring & Fall**

2012

- b. **Skill Level.** Describe how the program incorporates the appropriate level of academic, technical, and workplace skills, including SCANS skills (Secretary's Commission on Achieving Necessary Skills), Work Keys and state and/or national skill standards, if available. **This degree will prepare students for entry level or supervisory level in a food laboratory or manufacturing plant. This degree will also give students the opportunity to apply for certification status through the research chefs association, if the student wishes to certify.**
- c. **Skills Standards/Credentialing/Licensure for Students.** Regarding the *students*, please specify:
- What skill standards have been set in this occupation or what professional credentialing (licensure, certification, registration, etc...) is available to students and through what agency/entity? Is it optional or required; i.e., is licensure or certification required or optional for job entry? What steps has the college completed to ensure that students will learn the skills required to obtain the necessary licensure or certification?
Not applicable.
- d. **Skills Standards/Accreditation for Programs.** Regarding the proposed *program*, please specify:
- What external approval or accreditation can be obtained for this program and through what agency/entity? Is it optional or required; i.e., is program approval/accreditation by a regulatory agency or industry-related entity required prior to enrolling students or graduates earning their licensure/certification? What steps has the college completed to obtain that approval/accreditation?
No accreditation is required
4. **ASSESSMENT OF STUDENT LEARNING.** Describe how the college plans to ensure students will meet the objective for this program by providing the following:
- a. **Student Learning Objectives.** Describe or list the learning objectives/outcomes that each student is expected to have mastered upon completion of the program related to 1) the general education component of the curriculum, and 2) the career and technical education component of the curriculum. *These are program-level outcomes rather than course-level outcomes.*
The student in this degree will focus on culinology/food science. This is a component of the Culinary/Hospitality industry. They will also learn the processes and procedures of developing a new beverage or food and how it is brought to market.
Learning objectives:
- *Demonstrate basic proficiency in cooking methods/techniques through hands on learning*
 - *Understand flavor profiling and product development*
 - *Articulate legal issues in the manufacturing and packaging of food products*

- *Demonstrate skill set for the daily operation as a culinologist/food scientist*
- *Understand how to develop products that promote profitability, brand loyalty, and product wholesomeness.*

b. **Assessment of Student Learning Objectives.** Describe the end-of-program evaluation process(es) the college has in place to ensure that students demonstrate these learning objectives just prior to program completion. For example, assessment through portfolio review, cumulative course, team project, written/performance test, or industry/state certification/licensure examination.

c. **Program Improvement.** Describe how the college will use this assessment for continuous quality improvement of the curriculum.

The program review process outcomes are evaluated annually. Program review is conducted every 5 years; faculty assesses outcomes every year through a formal process.

5. FACULTY

a. **Faculty Qualifications.** Complete and append Chart D1: Faculty Qualifications to specify the minimum qualifications for program faculty, including new and existing faculty.

New Faculty:

Bachelors in Culinary/ Food science or related field 3-5+ years' work experience 3-5+ years teaching experience

Existing Faculty:

Bachelors in Culinary/Food science or related field 3-5+ years' work experience 3-5+ years teaching experience

b. **Faculty Needs.** Complete and append Chart D2: Faculty Needs to specify the number of full- and part-time faculty the program will need for each of the first three years, including new and existing faculty.

6. **ACADEMIC CONTROL.** If another entity is involved in the delivery of the program in addition to the community college through a cooperative arrangement or contract; e.g., with another college or university, the regional consortia, an apprenticeship organization, a private institution or business, or other outside entity:

a. **Contractual/Cooperative Agreements.** Append a copy of the contractual or cooperative agreement.

b. **Academic Control.** Describe how the college will maintain academic control over the program, including student admissions, faculty, and program content and quality.

Not applicable, College of DuPage is sole deliverer.

7. **COST DATA.** Document the financial feasibility of the proposed program.

a. **Source of Funds.** Specify the source of resources to support the proposed program and note what portion of funds will come from reallocation of existing resources as compared to new

resources.

- b. **Finance.** Complete and append Chart E: Finance to identify new direct costs to establish the program.

**State of Illinois
Occupational Employment Projections (Long-term)
2010-2020**

| Code | Standard Occupational Classification (SOC) Title | Base Year Employment 2010 | Projected Year Employment 2020 | Employment Change 2010-2020 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---------|---|---------------------------------|---|--------------------------------|---------|---------------------------------------|--------------|-------|------------------------------|
| | | | | Number | Percent | Growth | Replacements | | |
| | | | | | | | Total | | |
| 17-3022 | Civil Engineering Technicians | 1,517 | 1,692 | 175 | 11.54 | 18 | 29 | 47 | 1.10 |
| 17-3023 | Electrical & Electronic Engineering Techs | 4,767 | 4,781 | 14 | 0.29 | 1 | 91 | 92 | 0.03 |
| 17-3024 | Electro-Mechanical Technicians | 717 | 700 | -17 | -2.37 | 0 | 14 | 14 | -0.24 |
| 17-3025 | Environmental Engineering Technicians | 680 | 808 | 128 | 18.82 | 13 | 13 | 26 | 1.74 |
| 17-3026 | Industrial Engineering Technicians | 2,273 | 2,260 | -13 | -0.57 | 0 | 44 | 44 | -0.06 |
| 17-3027 | Mechanical Engineering Technicians | 2,116 | 2,113 | -3 | -0.14 | 0 | 40 | 40 | -0.01 |
| 17-3029 | Engineering Techs, Ex. Drafters, All Other | 2,843 | 2,838 | -5 | -0.18 | 0 | 54 | 54 | -0.02 |
| 17-3031 | Surveying & Mapping Technicians | 1,322 | 1,463 | 141 | 10.67 | 14 | 25 | 39 | 1.02 |
| 19-0000 | Life, Physical & Social Science Occupations | 35,600 | 39,531 | 3,931 | 11.04 | 395 | 1,021 | 1,416 | 1.05 |
| 19-1000 | Life Scientists | 7,630 | 8,932 | 1,302 | 17.06 | 130 | 149 | 279 | 1.59 |
| 19-1011 | Animal Scientists | * | * | * | * | * | * | * | * |
| 19-1012 | Food Scientists & Technologists | 910 | 910 | 0 | 0.00 | 0 | 37 | 37 | 0.00 |
| 19-1013 | Soil & Plant Scientists | 628 | 669 | 41 | 6.53 | 4 | 26 | 30 | 0.63 |
| 19-1021 | Biochemists & Biophysicists | * | * | * | * | * | * | * | * |
| 19-1022 | Microbiologists | 261 | 281 | 20 | 7.66 | 2 | 6 | 8 | 0.74 |
| 19-1023 | Zoologists & Wildlife Biologists | 130 | 134 | 4 | 3.08 | 0 | 3 | 3 | 0.30 |
| 19-1029 | Biological Scientists, All Other | 700 | 715 | 15 | 2.14 | 2 | 16 | 18 | 0.21 |
| 19-1031 | Conservation Scientists | 372 | 373 | 1 | 0.27 | 0 | 4 | 4 | 0.03 |
| 19-1032 | Foresters | 159 | 169 | 10 | 6.29 | 1 | 2 | 3 | 0.61 |
| 19-1041 | Epidemiologists | 174 | 207 | 33 | 18.97 | 3 | 1 | 4 | 1.75 |
| 19-1042 | Medical Scientists, Except Epidemiologists | 2,045 | 2,681 | 636 | 31.10 | 64 | 13 | 77 | 2.74 |
| 19-1099 | Life Scientists, All Other | 632 | 635 | 3 | 0.47 | 0 | 4 | 4 | 0.05 |
| 19-2000 | Physical Scientists | 8,902 | 9,605 | 703 | 7.90 | 71 | 272 | 343 | 0.76 |
| 19-2011 | Astronomers | * | * | * | * | * | * | * | * |
| 19-2012 | Physicists | 1,476 | 1,584 | 108 | 7.32 | 11 | 44 | 55 | 0.71 |
| 19-2021 | Atmospheric & Space Scientists | 449 | 511 | 62 | 13.81 | 6 | 5 | 11 | 1.30 |
| 19-2031 | Chemists | 3,261 | 3,446 | 185 | 5.67 | 18 | 106 | 124 | 0.55 |
| 19-2032 | Materials Scientists | 523 | 587 | 64 | 12.24 | 6 | 17 | 23 | 1.16 |
| 19-2041 | Environmental Scientists & Specialists | 1,773 | 1,976 | 203 | 11.45 | 20 | 52 | 72 | 1.09 |
| 19-2042 | Geoscientists, Ex. Hydrologists/Geographers | 294 | 327 | 33 | 11.22 | 3 | 9 | 12 | 1.07 |
| 19-2043 | Hydrologists | * | * | * | * | * | * | * | * |
| 19-2099 | Physical Scientists, All Other | 987 | 1,029 | 42 | 4.26 | 4 | 35 | 39 | 0.42 |
| 19-3000 | Social Scientists & Related Workers | 9,831 | 10,941 | 1,110 | 11.29 | 111 | 314 | 425 | 1.08 |
| 19-3011 | Economists | 474 | 497 | 23 | 4.85 | 2 | 15 | 17 | 0.47 |
| 19-3022 | Survey Researchers | 871 | 971 | 100 | 11.48 | 10 | 23 | 33 | 1.09 |
| 19-3031 | Clinical, Counseling & School Psychologists | 5,975 | 6,866 | 891 | 14.91 | 89 | 188 | 277 | 1.40 |
| 19-3032 | Industrial-Organizational Psychologists | * | * | * | * | * | * | * | * |
| 19-3039 | Psychologists, All Other | 336 | 350 | 14 | 4.17 | 1 | 11 | 12 | 0.41 |
| 19-3041 | Sociologists | 83 | 84 | 1 | 1.20 | 0 | 2 | 2 | 0.12 |
| 19-3051 | Urban & Regional Planners | 710 | 745 | 35 | 4.93 | 4 | 18 | 22 | 0.48 |

Source: Illinois Department of Employment Security, Economic Information & Analysis Division * = Data suppressed due to confidentiality requirements.

**State of Illinois
Occupational Employment Projections (Long-term)
2010-2020**

| Standard Occupational Classification (SOC) Code | Title | Base Year Employment 2010 | Projected Year Employment 2020 | Employment Change 2010-2020 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---|---|---------------------------|--------------------------------|-----------------------------|---------|------------------------------------|--------------|--------|------------------------|
| | | | | Number | Percent | Growth | Replacements | Total | |
| 33-1021 | 1st-Line Spvrs/Mgrs Fire Fight/Prev.Wrkers | 2,735 | 2,929 | 194 | 7.09 | 19 | 128 | 147 | 0.69 |
| 33-1099 | 1st-Line Spvrs/Mgrs Prot. Wrkers, All Other | 2,971 | 3,148 | 177 | 5.96 | 18 | 101 | 119 | 0.58 |
| 33-2000 | Fire Fighting & Prevention Workers | 17,687 | 19,062 | 1,375 | 7.77 | 138 | 488 | 626 | 0.75 |
| 33-2011 | Fire Fighters | 17,316 | 18,668 | 1,352 | 7.81 | 135 | 478 | 613 | 0.75 |
| 33-2021 | Fire Inspectors & Investigators | * | * | * | * | * | * | * | * |
| 33-2022 | Forest Fire Insp. & Prevention Specialists | * | * | * | * | * | * | * | * |
| 33-3000 | Law Enforcement Workers | 49,646 | 51,327 | 1,681 | 3.39 | 238 | 1,267 | 1,505 | 0.33 |
| 33-3011 | Bailiffs | * | * | * | * | * | * | * | * |
| 33-3012 | Correctional Officers & Jailers | 12,333 | 11,698 | -635 | -5.15 | 0 | 217 | 217 | -0.53 |
| 33-3021 | Detectives & Criminal Investigators | 3,225 | 3,171 | -54 | -1.67 | 0 | 72 | 72 | -0.17 |
| 33-3031 | Fish & Game Wardens | * | * | * | * | * | * | * | * |
| 33-3041 | Parking Enforcement Workers | 551 | 599 | 48 | 8.71 | 5 | 14 | 19 | 0.84 |
| 33-3051 | Police & Sheriff's Patrol Officers | 31,685 | 33,891 | 2,206 | 6.96 | 221 | 930 | 1,151 | 0.68 |
| 33-3052 | Transit & Railroad Police | 327 | 322 | -5 | -1.53 | 0 | 8 | 8 | -0.15 |
| 33-9000 | Other Protective Service Workers | 69,106 | 76,546 | 7,440 | 10.77 | 761 | 1,588 | 2,349 | 1.03 |
| 33-9011 | Animal Control Workers | 481 | 523 | 42 | 8.73 | 4 | 11 | 15 | 0.84 |
| 33-9021 | Private Detectives & Investigators | 1,443 | 1,719 | 276 | 19.13 | 28 | 32 | 60 | 1.77 |
| 33-9031 | Gaming Surveillance Officers/Investigators | 174 | 177 | 3 | 1.72 | 0 | 3 | 3 | 0.17 |
| 33-9032 | Security Guards | 51,442 | 57,878 | 6,436 | 12.51 | 644 | 817 | 1,461 | 1.19 |
| 33-9091 | Crossing Guards | 3,393 | 3,221 | -172 | -5.07 | 0 | 81 | 81 | -0.52 |
| 33-9092 | Lifeguards/Ski Patrol/Other Rec. Workers | 6,566 | 7,044 | 478 | 7.28 | 48 | 420 | 468 | 0.71 |
| 33-9093 | Transportation Security Screeners | 2,606 | 2,664 | 58 | 2.23 | 6 | 32 | 38 | 0.22 |
| 33-9099 | Protective Service Workers, All Other | 3,001 | 3,320 | 319 | 10.63 | 32 | 192 | 224 | 1.02 |
| 35-0000 | Food Preparation & Serving Occupations | 439,263 | 505,915 | 66,652 | 15.17 | 6,705 | 15,252 | 21,957 | 1.42 |
| 35-1000 | Supervisors, Food Prep. & Serving Workers | 33,113 | 37,540 | 4,427 | 13.37 | 443 | 689 | 1,132 | 1.26 |
| 35-1011 | Chefs & Head Cooks | 4,044 | 4,112 | 68 | 1.68 | 7 | 72 | 79 | 0.17 |
| 35-1012 | 1st-LineSpvrs/MgrsFoodPrep/ServingWkrs | 29,069 | 33,428 | 4,359 | 15.00 | 436 | 616 | 1,052 | 1.41 |
| 35-2000 | Cooks & Food Preparation Workers | 116,887 | 132,367 | 15,480 | 13.24 | 1,548 | 3,004 | 4,552 | 1.25 |
| 35-2011 | Cooks, Fast Food | 24,856 | 25,622 | 766 | 3.08 | 77 | 530 | 607 | 0.30 |
| 35-2012 | Cooks, Institution & Cafeteria | 14,772 | 16,701 | 1,929 | 13.06 | 193 | 315 | 508 | 1.23 |
| 35-2013 | Cooks, Private Household | * | * | * | * | * | * | * | * |
| 35-2014 | Cooks, Restaurant | 33,592 | 40,493 | 6,901 | 20.54 | 690 | 716 | 1,406 | 1.89 |
| 35-2015 | Cooks, Short Order | 6,185 | 6,878 | 693 | 11.20 | 69 | 132 | 201 | 1.07 |
| 35-2019 | Cooks, All Other | * | * | * | * | * | * | * | * |
| 35-2021 | Food Preparation Workers | 34,983 | 39,813 | 4,830 | 13.81 | 483 | * | * | * |
| 35-3000 | Food & Beverage Serving Workers | 237,295 | 279,504 | 42,209 | 17.79 | 4,221 | 1,259 | 1,742 | 1.30 |
| 35-3011 | Bartenders | 25,034 | 28,571 | 3,537 | 14.13 | 354 | 9,044 | 13,265 | 1.65 |
| 35-3021 | Combined Food Prep. & Serving Workers | 113,725 | 138,084 | 24,359 | 21.42 | 2,436 | 871 | 1,225 | 1.33 |
| 35-3022 | Counter Attnds,Café/Food Conc./Cofee Shop | 12,826 | 14,079 | 1,253 | 9.77 | 125 | 3,174 | 5,610 | 1.96 |
| 35-3031 | Waiters & Waitresses | 75,995 | 87,736 | 11,741 | 15.45 | 1,174 | 930 | 1,055 | 0.94 |
| | | | | | | | 3,794 | 4,968 | 1.45 |

Source: Illinois Department of Employment Security, Economic Information & Analysis Division * = Data suppressed due to confidentiality requirements.

State of Illinois
Occupational Employment Projections (Long-term)
2008-2018

| Standard Occupational Classification (SOC) Code | Title | Base Year Employment 2008 | Projected Year Employment 2018 | Employment Change 2008-2018 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---|---------------------------------------|---------------------------|--------------------------------|-----------------------------|---------|------------------------------------|--------------|-------|------------------------|
| | | | | Number | Percent | Growth | Replacements | Total | |
| 17-3027 | Mechanical Engineering Technicians | 144 | 135 | -9 | -6.25 | 0 | 3 | 3 | -0.64 |
| 17-3029 | Engineering Techs, exc Drafters, AO | 313 | 338 | 25 | 7.99 | 3 | 6 | 9 | 0.77 |
| 17-3031 | Surveying and Mapping Technicians | 229 | 280 | 51 | 22.27 | 5 | 4 | 9 | 2.03 |
| 19-0000 | Life, Physicl & Social Science Occs | 5,528 | 6,484 | 956 | 17.29 | 96 | 163 | 259 | 1.61 |
| 19-1000 | Life Scientists | 546 | 633 | 87 | 15.93 | 9 | 15 | 24 | 1.49 |
| 19-1011 | Animal Scientists | * | * | * | * | * | * | * | * |
| 19-1012 | Food Scientists and Technologists | 88 | 98 | 10 | 11.36 | 1 | 3 | 4 | 1.08 |
| 19-1013 | Soil and Plant Scientists | 28 | 30 | 2 | 7.14 | 0 | 1 | 1 | 0.69 |
| 19-1021 | Biochemists and Biophysicists | 34 | 40 | 6 | 17.65 | 1 | 1 | 2 | 1.64 |
| 19-1022 | Microbiologists | 73 | 77 | 4 | 5.48 | 0 | 2 | 2 | 0.53 |
| 19-1023 | Zoologists and Wildlife Biologists | * | * | * | * | * | * | * | * |
| 19-1029 | Biological Scientists, All Other | 93 | 101 | 8 | 8.60 | 1 | 3 | 4 | 0.83 |
| 19-1031 | Conservation Scientists | 13 | 13 | 0 | 0.00 | 0 | 0 | 0 | 0.00 |
| 19-1032 | Foresters | 9 | 10 | 1 | 11.11 | 0 | 0 | 0 | 1.06 |
| 19-1041 | Epidemiologists | 9 | 10 | 1 | 11.11 | 0 | 0 | 0 | 1.06 |
| 19-1042 | Medical Scientists, exc Epidmlgsts. | 154 | 205 | 51 | 33.12 | 5 | 3 | 8 | 2.90 |
| 19-1099 | Life Scientists, All Other | 41 | 45 | 4 | 9.76 | 0 | 1 | 1 | 0.94 |
| 19-2000 | Physical Scientists | 1,378 | 1,528 | 150 | 10.89 | 15 | 41 | 56 | 1.04 |
| 19-2012 | Physicists | 528 | 576 | 48 | 9.09 | 5 | 15 | 20 | 0.87 |
| 19-2021 | Atmospheric and Space Scientists | * | * | * | * | * | * | * | * |
| 19-2031 | Chemists | 269 | 282 | 13 | 4.83 | 1 | 9 | 10 | 0.47 |
| 19-2032 | Materials Scientists | 191 | 216 | 25 | 13.09 | 3 | 6 | 9 | 1.24 |
| 19-2041 | Environmental Scientists/Specialsts | 181 | 212 | 31 | 17.13 | 3 | 5 | 8 | 1.59 |
| 19-2042 | Geoscientists, exc Hdrlgsts/Ggrphrs | 96 | 118 | 22 | 22.92 | 2 | 3 | 5 | 2.08 |
| 19-2043 | Hydrologists | * | * | * | * | * | * | * | * |
| 19-2099 | Physical Scientists, All Other | 81 | 88 | 7 | 8.64 | 1 | 2 | 3 | 0.83 |
| 19-3000 | Social Scientists & Related Workers | 2,606 | 3,222 | 616 | 23.64 | 62 | 72 | 134 | 2.14 |
| 19-3011 | Economists | 26 | 31 | 5 | 19.23 | 1 | 1 | 2 | 1.77 |
| 19-3021 | Market Research Analysts | 1,900 | 2,407 | 507 | 26.68 | 51 | 51 | 102 | 2.39 |
| 19-3022 | Survey Researchers | 81 | 108 | 27 | 33.33 | 3 | 2 | 5 | 2.92 |
| 19-3031 | Clin./Counselng/Sch. Psychologists | 410 | 462 | 52 | 12.68 | 5 | 12 | 17 | 1.20 |
| 19-3032 | Industr'l-Organizatnl Psychologists | * | * | * | * | * | * | * | * |
| 19-3039 | Psychologists, All Other | 19 | 21 | 2 | 10.53 | 0 | 1 | 1 | 1.01 |
| 19-3041 | Sociologists | 18 | 20 | 2 | 11.11 | 0 | 0 | 0 | 1.06 |
| 19-3051 | Urban and Regional Planners | 82 | 97 | 15 | 18.29 | 2 | 2 | 4 | 1.69 |
| 19-3091 | Anthropologists and Archeologists | * | * | * | * | * | * | * | * |
| 19-3092 | Geographers | * | * | * | * | * | * | * | * |
| 19-3093 | Historians | 12 | 13 | 1 | 8.33 | 0 | 1 | 1 | 0.80 |
| 19-3094 | Political Scientists | * | * | * | * | * | * | * | * |
| 19-3099 | Soc Scientists & Related Workrs, AO | 32 | 34 | 2 | 6.25 | 0 | 2 | 2 | 0.61 |
| 19-4000 | Life/Physical/Social Science Techs | 998 | 1,101 | 103 | 10.32 | 10 | 36 | 46 | 0.99 |
| 19-4011 | Agricultural and Food Sci Technicians | 62 | 68 | 6 | 9.68 | 1 | 2 | 3 | 0.93 |

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State of Illinois
Occupational Employment Projections (Long-term)
2008-2018

| Standard Occupational Classification (SOC) Code | Title | Base Year Employment 2008 | Projected Year Employment 2018 | Employment Change 2008-2018 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---|-------------------------------------|---------------------------|--------------------------------|-----------------------------|---------|------------------------------------|--------------|-------|------------------------|
| | | | | Number | Percent | Growth | Replacements | Total | |
| 33-9092 | Lifeguards/Other Rec Prot Serv Wkrs | 734 | 825 | 91 | | | | | |
| 33-9099 | Protective Service Workers, AO | 216 | 251 | 35 | 12.40 | 9 | 50 | 59 | 1.18 |
| 35-0000 | Food Prep & Serving Occupations | 39,769 | 46,098 | 6,329 | 16.20 | 4 | 15 | 19 | 1.51 |
| 35-1000 | Supervisors, Food Prep/Serving Wkrs | 3,171 | 3,577 | 406 | 15.91 | 633 | 1,426 | 2,059 | 1.49 |
| 35-1011 | Chefs and Head Cooks | 531 | 568 | 37 | 12.80 | 41 | 30 | 71 | 1.21 |
| 35-1012 | 1st-Line Svrs/Mgrs, Food Prep/Serv | 2,640 | 3,009 | 369 | 6.97 | 4 | 5 | 9 | 0.68 |
| 35-2000 | Cooks and Food Preparation Workers | 11,019 | 12,570 | 1,551 | 13.98 | 37 | 25 | 62 | 1.32 |
| 35-2011 | Cooks, Fast Food | 2,408 | 2,800 | 392 | 14.08 | 155 | 323 | 478 | 1.33 |
| 35-2012 | Cooks, Institution and Cafeteria | 1,130 | 1,321 | 191 | 16.28 | 39 | 62 | 101 | 1.52 |
| 35-2013 | Cooks, Private Household | * | * | * | 16.90 | 19 | 29 | 48 | 1.57 |
| 35-2014 | Cooks, Restaurant | 2,769 | 3,218 | 449 | * | * | * | * | * |
| 35-2015 | Cooks, Short Order | 507 | 546 | 39 | 16.22 | 45 | 71 | 116 | 1.51 |
| 35-2019 | Cooks, All Other | * | * | * | 7.69 | 4 | 13 | 17 | 0.74 |
| 35-2021 | Food Preparation Workers | 4,054 | 4,495 | 441 | * | * | * | * | * |
| 35-3000 | Food and Beverage Serving Workers | 20,128 | 23,730 | 3,602 | 10.88 | 44 | 145 | 189 | 1.04 |
| 35-3011 | Bartenders | 2,370 | 2,752 | 382 | 17.90 | 360 | 805 | 1,165 | 1.66 |
| 35-3021 | Comb Food Prep/Srv Wkrs, Fast Food | 7,827 | 9,556 | 1,729 | 16.12 | 38 | 84 | 122 | 1.51 |
| 35-3022 | Counter Attendants, Cafe/Cffee Shop | 1,913 | 2,231 | 318 | 22.09 | 173 | 166 | 339 | 2.02 |
| 35-3031 | Waiters and Waitresses | 7,281 | 8,355 | 1,074 | 16.62 | 32 | 141 | 173 | 1.55 |
| 35-3041 | Food Servers, Nonrestaurant | 737 | 836 | 99 | 14.75 | 107 | 402 | 509 | 1.39 |
| 35-9000 | Other Food Prep/Serving Workers | 5,451 | 6,221 | 770 | 13.43 | 10 | 13 | 23 | 1.27 |
| 35-9011 | Dining Rm/Cafe/Brtnr Attndts/Hlprs | 1,765 | 1,998 | 233 | 14.13 | 78 | 267 | 345 | 1.33 |
| 35-9021 | Dishwashers | 1,853 | 2,223 | 370 | 13.20 | 23 | 77 | 100 | 1.25 |
| 35-9031 | Hosts, Restaurnt/Lounge/Coffee Shop | 1,155 | 1,327 | 172 | 19.97 | 37 | 76 | 113 | 1.84 |
| 35-9099 | Food Prep/Serving Related Wkrs, AO | 678 | 673 | -5 | 14.89 | 17 | 80 | 97 | 1.40 |
| 37-0000 | Building & Grounds Clean/Maint Occs | 24,312 | 28,043 | 3,731 | -0.74 | 0 | 34 | 34 | -0.07 |
| 37-1000 | Spvrs, Bldg/Ground Clean/Maint Wkrs | 1,826 | 2,107 | 281 | 15.35 | 373 | 403 | 776 | 1.44 |
| 37-1011 | 1st-Line Spvrs/Mgrs Hskpng/Janitor | 989 | 1,097 | 108 | 15.39 | 28 | 19 | 47 | 1.44 |
| 37-1012 | 1st-Line Svrs/Mgrs, Lndscp/LawnServ | 837 | 1,010 | 173 | 10.92 | 11 | 10 | 21 | 1.04 |
| 37-2000 | Bldg Cleaning & Pest Control Wkrs | 16,562 | 18,434 | 1,872 | 20.67 | 17 | 9 | 26 | 1.90 |
| 37-2011 | Janitors & Cleaners, exc Maid/Hskpr | 11,481 | 12,783 | 1,302 | 11.30 | 187 | 312 | 499 | 1.08 |
| 37-2012 | Maids and Housekeeping Cleaners | 4,789 | 5,290 | 501 | 11.34 | 130 | 217 | 347 | 1.08 |
| 37-2019 | Building Cleaning Workers, AO | 54 | 66 | 12 | 10.46 | 50 | 86 | 136 | 1.00 |
| 37-2021 | Pest Control Workers | 238 | 295 | 57 | 22.22 | 1 | 1 | 2 | 2.03 |
| 37-3000 | Grounds Maintenance Workers | 5,924 | 7,502 | 1,578 | 23.95 | 6 | 8 | 14 | 2.17 |
| 37-3011 | Landscaping/Groundskeeping Workers | 5,471 | 6,951 | 1,480 | 26.64 | 158 | 71 | 229 | 2.39 |
| 37-3012 | Pesticide Handlrs/Sprays/Applictrs | 189 | 230 | 41 | 27.05 | 148 | 66 | 214 | 2.42 |
| 37-3013 | Tree Trimmers and Pruners | 119 | 154 | 35 | 21.69 | 4 | 2 | 6 | 1.98 |
| 37-3019 | Grounds Maintenance Workers, AO | 145 | 167 | 22 | 29.41 | 4 | 1 | 5 | 2.61 |
| 39-0000 | Personal Care & Service Occupations | 15,581 | 18,546 | 2,965 | 15.17 | 2 | 2 | 4 | 1.42 |
| 39-1000 | Suprvsors, Personal Care/Serv Wkrs | 470 | 541 | 71 | 19.03 | 297 | 381 | 678 | 1.76 |
| 39-1021 | 1st-Line Spvrs/Mgrs, Pers Serv Wkrs | 470 | 541 | 71 | 15.11 | 7 | 13 | 20 | 1.42 |
| | | | | | 15.11 | 7 | 13 | 20 | 1.42 |

Source: Illinois Department of Employment Security, Economic Information & Analysis Division * = Data suppressed due to confidentiality requirements.

Occupational Wages
Illinois Department of Employment Security
Wage Data: 2011 Annual

| SOC Code | SOC Occupational Title | Entry Wage | | Median Wage | | Experienced Wage | |
|-----------|--|------------|----------|-------------|----------|------------------|----------|
| | | Hourly | Annual | Hourly | Annual | Hourly | Annual |
| 33-9032 | Security Guards | \$9.26 | \$19,270 | \$11.03 | \$22,940 | \$13.56 | \$28,190 |
| 33-9091 | Crossing Guards | \$8.65 | \$17,980 | \$9.48 | \$19,710 | \$13.94 | \$29,000 |
| 33-9092 | Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers | \$8.80 | \$18,310 | \$9.19 | \$19,110 | \$10.37 | \$21,570 |
| 33-9093 | Transportation Security Screeners | N/A | N/A | N/A | N/A | N/A | N/A |
| 33-9099 | Protective Service Workers, All Other | \$8.64 | \$17,980 | \$11.62 | \$24,180 | \$17.69 | \$36,800 |
| 35-0000 | Food Preparation and Serving-Related Occupations | \$8.76 | \$18,220 | \$9.19 | \$19,120 | \$11.47 | \$23,850 |
| → 35-1011 | Chefs and Head Cooks | \$13.47 | \$28,020 | \$18.52 | \$38,520 | \$25.19 | \$52,390 |
| 35-1012 | First-Line Supervisors/Managers of Food Preparation and Serving Workers | \$11.04 | \$22,960 | \$14.36 | \$29,870 | \$18.83 | \$39,160 |
| 35-2011 | Cooks, Fast Food | \$8.75 | \$18,200 | \$9.04 | \$18,800 | \$9.67 | \$20,120 |
| 35-2012 | Cooks, Institution and Cafeteria | \$9.31 | \$19,360 | \$11.87 | \$24,690 | \$14.27 | \$29,680 |
| 35-2014 | Cooks, Restaurant | \$8.78 | \$18,250 | \$9.51 | \$19,770 | \$11.65 | \$24,230 |
| 35-2015 | Cooks, Short Order | \$8.73 | \$18,150 | \$10.24 | \$21,310 | \$11.73 | \$24,400 |
| 35-2019 | Cooks, All Other | \$8.71 | \$18,110 | \$10.45 | \$21,730 | \$12.69 | \$26,390 |
| 35-2021 | Food Preparation Workers | \$8.69 | \$18,080 | \$9.14 | \$19,010 | \$10.59 | \$22,030 |
| 35-3011 | Bartenders | \$8.75 | \$18,200 | \$9.21 | \$19,160 | \$11.78 | \$24,510 |
| 35-3021 | Combined Food Preparation and Serving Workers, Including Fast Food | \$8.78 | \$18,270 | \$9.04 | \$18,800 | \$9.58 | \$19,920 |
| 35-3022 | Counter Attendants, Cafeteria, Food Concession, and Coffee Shop | \$8.72 | \$18,140 | \$9.17 | \$19,080 | \$10.16 | \$21,140 |
| 35-3031 | Waiters and Waitresses | \$8.73 | \$18,170 | \$9.09 | \$18,910 | \$11.66 | \$24,240 |
| 35-3041 | Food Servers, Nonrestaurant | \$8.75 | \$18,190 | \$9.43 | \$19,610 | \$11.34 | \$23,600 |
| 35-9011 | Dining Room and Cafeteria Attendants and Bartender Helpers | \$8.77 | \$18,230 | \$9.13 | \$18,980 | \$10.63 | \$22,110 |
| 35-9021 | Dishwashers | \$8.73 | \$18,160 | \$9.02 | \$18,760 | \$9.56 | \$19,890 |
| 35-9031 | Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop | \$8.76 | \$18,210 | \$9.27 | \$19,280 | \$10.90 | \$22,680 |
| 35-9099 | Food Preparation and Serving Related Workers, All Other | \$8.94 | \$18,590 | \$9.27 | \$19,290 | \$11.37 | \$23,660 |
| 37-0000 | Building and Grounds Cleaning and Maintenance Occupations | \$9.15 | \$19,020 | \$11.62 | \$24,170 | \$15.05 | \$31,310 |
| 37-1011 | First-Line Supervisors/Managers of Housekeeping and Janitorial Workers | \$13.55 | \$28,180 | \$18.79 | \$39,090 | \$24.27 | \$50,490 |
| 37-1012 | First-Line Supervisors/Managers of Landscaping, Lawn Service, & Groundskeeping Workers | \$14.14 | \$29,400 | \$22.71 | \$47,240 | \$29.49 | \$61,330 |
| 37-2011 | Janitors and Cleaners, Except Maids and Housekeeping Cleaners | \$9.15 | \$19,040 | \$11.53 | \$23,980 | \$14.37 | \$29,900 |
| 37-2012 | Maids and Housekeeping Cleaners | \$8.77 | \$18,240 | \$10.19 | \$21,200 | \$12.42 | \$25,840 |
| 37-2019 | Building Cleaning Workers, All Other | \$9.04 | \$18,800 | \$13.05 | \$27,150 | \$16.00 | \$33,280 |
| 37-2021 | Pest Control Workers | \$9.37 | \$19,490 | \$12.55 | \$26,100 | \$14.09 | \$29,300 |
| 37-3011 | Landscaping and Groundskeeping Workers | \$9.30 | \$19,340 | \$11.56 | \$24,050 | \$14.44 | \$30,040 |
| 37-3012 | Pesticide Handlers, Sprayers, and Applicators, Vegetation | N/A | N/A | N/A | N/A | N/A | N/A |
| 37-3013 | Tree Trimmers and Pruners | \$14.89 | \$30,980 | \$17.78 | \$36,970 | \$23.25 | \$48,370 |
| 37-3019 | Grounds Maintenance Workers, All Other | \$11.75 | \$24,440 | \$16.11 | \$33,520 | \$21.85 | \$45,450 |
| 39-0000 | Personal Care and Service Occupations | \$8.76 | \$18,220 | \$10.39 | \$21,600 | \$14.33 | \$29,800 |
| 39-1011 | Gaming Supervisors | \$17.90 | \$37,230 | \$29.94 | \$62,260 | \$33.73 | \$70,160 |
| 39-1012 | Slot Key Persons | \$10.46 | \$21,750 | \$15.31 | \$31,840 | \$20.22 | \$42,060 |
| 39-1021 | First-Line Supervisors/Managers of Personal Service Workers | \$12.62 | \$26,250 | \$17.54 | \$36,480 | \$21.49 | \$44,690 |
| 39-2011 | Animal Trainers | \$9.02 | \$18,760 | \$11.50 | \$23,910 | \$14.11 | \$29,350 |
| 39-2021 | Nonfarm Animal Caretakers | \$8.70 | \$18,100 | \$9.89 | \$20,570 | \$11.37 | \$23,640 |

N/A = Wage data not available More Information is available at www.ides.illinois.gov under Tools & Resources, Data & Statistics

Occupational Wages
Illinois Department of Employment Security
Wage Data: 2011 Annual

| SOC Code | SOC Occupational Title | Entry Wage | | Median Wage | | Experienced Wage | |
|----------|--|------------|-----------|-------------|-----------|------------------|-----------|
| | | Hourly | Annual | Hourly | Annual | Hourly | Annual |
| 17-1011 | Architects, Except Landscape and Naval | \$24.01 | \$49,930 | \$35.84 | \$74,550 | \$44.00 | \$91,520 |
| 17-1012 | Landscape Architects | \$21.96 | \$45,680 | \$33.09 | \$68,830 | \$39.14 | \$81,410 |
| 17-1021 | Cartographers and Photogrammetrists | \$19.27 | \$40,080 | \$26.66 | \$55,450 | \$29.42 | \$61,190 |
| 17-1022 | Surveyors | \$19.41 | \$40,380 | \$31.09 | \$64,670 | \$35.80 | \$74,470 |
| 17-2011 | Aerospace Engineers | \$46.18 | \$96,060 | \$55.31 | \$115,050 | \$59.05 | \$122,830 |
| 17-2031 | Biomedical Engineers | \$25.58 | \$53,200 | \$32.14 | \$66,850 | \$40.58 | \$84,410 |
| 17-2041 | Chemical Engineers | \$31.50 | \$65,510 | \$43.25 | \$89,960 | \$51.79 | \$107,720 |
| 17-2051 | Civil Engineers | \$25.84 | \$53,740 | \$38.39 | \$79,850 | \$46.82 | \$97,380 |
| 17-2061 | Computer Hardware Engineers | \$29.62 | \$61,610 | \$39.55 | \$82,260 | \$51.14 | \$106,370 |
| 17-2071 | Electrical Engineers | \$29.30 | \$60,950 | \$40.94 | \$85,160 | \$49.33 | \$102,600 |
| 17-2072 | Electronics Engineers, Except Computer | \$26.64 | \$55,410 | \$40.50 | \$84,250 | \$48.32 | \$100,510 |
| 17-2081 | Environmental Engineers | \$21.62 | \$44,980 | \$37.43 | \$77,850 | \$45.04 | \$93,680 |
| 17-2111 | Health and Safety Engineers, Except Mining Safety Engineers and Inspectors | \$23.94 | \$49,800 | \$38.83 | \$80,760 | \$43.75 | \$91,000 |
| 17-2112 | Industrial Engineers | \$24.10 | \$50,130 | \$34.48 | \$71,710 | \$40.58 | \$84,410 |
| 17-2121 | Marine Engineers and Naval Architects | \$26.00 | \$54,080 | \$32.85 | \$68,330 | \$38.99 | \$81,090 |
| 17-2131 | Materials Engineers | \$23.00 | \$47,840 | \$37.36 | \$77,710 | \$46.79 | \$97,330 |
| 17-2161 | Nuclear Engineers | \$25.60 | \$53,240 | \$35.38 | \$73,600 | \$45.86 | \$95,390 |
| 17-2199 | Engineers, All Other | \$50.76 | \$105,570 | \$62.82 | \$130,670 | \$69.23 | \$143,990 |
| 17-3011 | Architectural and Civil Drafters | \$26.00 | \$54,080 | \$38.95 | \$81,010 | \$46.91 | \$97,580 |
| 17-3012 | Electrical and Electronics Drafters | \$17.60 | \$36,600 | \$21.57 | \$44,860 | \$27.03 | \$56,230 |
| 17-3013 | Mechanical Drafters | \$17.99 | \$37,410 | \$25.85 | \$53,780 | \$31.13 | \$64,750 |
| 17-3019 | Drafters, All Other | \$18.06 | \$37,550 | \$23.84 | \$49,590 | \$28.16 | \$58,570 |
| 17-3021 | Aerospace Engineering and Operations Technicians | \$18.17 | \$37,800 | \$24.29 | \$50,520 | \$29.99 | \$62,380 |
| 17-3022 | Civil Engineering Technicians | \$17.52 | \$36,430 | \$29.06 | \$60,450 | \$35.97 | \$74,820 |
| 17-3023 | Electrical and Electronic Engineering Technicians | \$23.04 | \$47,930 | \$31.51 | \$65,540 | \$37.09 | \$77,140 |
| 17-3024 | Electro-Mechanical Technicians | \$16.82 | \$34,980 | \$26.28 | \$54,670 | \$30.64 | \$63,740 |
| 17-3025 | Environmental Engineering Technicians | \$21.61 | \$44,940 | \$29.62 | \$61,620 | \$31.79 | \$66,120 |
| 17-3026 | Industrial Engineering Technicians | \$8.75 | \$18,200 | \$16.99 | \$35,350 | \$19.96 | \$41,510 |
| 17-3027 | Mechanical Engineering Technicians | \$13.80 | \$28,710 | \$22.41 | \$46,610 | \$29.44 | \$61,240 |
| 17-3029 | Engineering Technicians, Except Drafters, All Other | \$16.30 | \$33,900 | \$26.30 | \$54,700 | \$30.99 | \$64,460 |
| 17-3031 | Surveying and Mapping Technicians | \$17.00 | \$35,360 | \$26.14 | \$54,380 | \$33.81 | \$70,320 |
| 19-0000 | Life, Physical, and Social Science Occupations | \$15.98 | \$33,240 | \$21.51 | \$44,730 | \$25.76 | \$53,590 |
| 19-1012 | Food Scientists and Technologists | \$17.92 | \$37,270 | \$31.69 | \$65,920 | \$43.63 | \$90,750 |
| 19-1013 | Soil and Plant Scientists | \$18.18 | \$37,820 | \$29.92 | \$62,240 | \$43.13 | \$89,720 |
| 19-1021 | Biochemists and Biophysicists | \$20.16 | \$41,930 | \$28.56 | \$59,400 | \$35.68 | \$74,210 |
| 19-1022 | Microbiologists | \$21.07 | \$43,830 | \$28.40 | \$59,070 | \$35.29 | \$73,410 |
| 19-1023 | Zoologists and Wildlife Biologists | \$30.16 | \$62,730 | \$35.69 | \$74,240 | \$43.36 | \$90,200 |
| 19-1029 | Biological Scientists, All Other | \$19.86 | \$41,310 | \$27.22 | \$56,620 | \$31.05 | \$64,580 |
| 19-1031 | Conservation Scientists | \$29.14 | \$60,600 | \$36.26 | \$75,410 | \$40.93 | \$85,140 |
| | | \$18.31 | \$38,070 | \$33.96 | \$70,640 | \$42.10 | \$87,570 |



N/A = Wage data not available More Information is available at www.ides.illinois.gov under Tools & Resources, Data & Statistics

State of Illinois
Occupational Employment Projections (Short-term)
2011-2013

| Standard Occupational Classification (SOC) Code | Title | Base Year Employment 2011 | Projected Year Employment 2013 | Employment Change 2011-2013 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---|---|---------------------------|--------------------------------|-----------------------------|---------|------------------------------------|--------------|--------|------------------------|
| | | | | Number | Percent | Growth | Replacements | Total | |
| 33-1021 | 1st-Line Spvrs/Mgrs Fire Fight/Prev.Wrkers | 2,705 | 2,640 | -65 | -2.40 | 0 | 128 | 128 | -1.21 |
| 33-1099 | 1st-Line Spvrs/Mgrs Prot. Wrkers, All Other | 2,998 | 3,045 | 47 | 1.57 | 24 | 102 | 126 | 0.78 |
| 33-2000 | Fire Fighting & Prevention Workers | 17,509 | 17,140 | -369 | -2.11 | 0 | 446 | 446 | -1.06 |
| 33-2011 | Fire Fighters | 17,141 | 16,781 | -360 | -2.10 | 0 | 436 | 436 | -1.06 |
| 33-2021 | Fire Inspectors & Investigators | * | * | * | * | * | * | * | * |
| 33-2022 | Forest Fire Insp. & Prevention Specialists | * | * | * | * | * | * | * | * |
| 33-3000 | Law Enforcement Workers | 49,016 | 47,921 | -1,095 | -2.23 | 0 | 1,158 | 1,158 | -1.12 |
| 33-3011 | Bailiffs | * | * | * | * | * | * | * | * |
| 33-3012 | Correctional Officers & Jailers | 12,184 | 11,901 | -283 | -2.32 | 0 | 190 | 190 | -1.17 |
| 33-3021 | Detectives & Criminal Investigators | 3,122 | 3,034 | -88 | -2.82 | 0 | 56 | 56 | -1.42 |
| 33-3031 | Fish & Game Wardens | * | * | * | * | * | * | * | * |
| 33-3041 | Parking Enforcement Workers | 549 | 541 | -8 | -1.46 | 0 | 12 | 12 | -0.73 |
| 33-3051 | Police & Sheriff's Patrol Officers | 31,330 | 30,656 | -674 | -2.15 | 0 | 868 | 868 | -1.08 |
| 33-3052 | Transit & Railroad Police | 323 | 315 | -8 | -2.48 | 0 | 8 | 8 | -1.25 |
| 33-9000 | Other Protective Service Workers | 69,517 | 70,389 | 872 | 1.25 | 581 | 1,927 | 2,508 | 0.63 |
| 33-9011 | Animal Control Workers | 476 | 466 | -10 | -2.10 | 0 | 13 | 13 | -1.06 |
| 33-9021 | Private Detectives & Investigators | 1,435 | 1,456 | 21 | 1.46 | 10 | 26 | 36 | 0.73 |
| 33-9031 | Gaming Surveillance Officers/Investigators | 185 | 187 | 2 | 1.08 | 1 | 3 | 4 | 0.54 |
| 33-9032 | Security Guards | 51,975 | 53,114 | 1,139 | 2.19 | 570 | 778 | 1,348 | 1.09 |
| 33-9091 | Crossing Guards | 3,385 | 3,239 | -146 | -4.31 | 0 | 92 | 92 | -2.18 |
| 33-9092 | Lifeguards/Ski Patrol/Other Rec. Workers | 6,616 | 6,532 | -84 | -1.27 | 0 | 682 | 682 | -0.64 |
| 33-9093 | Transportation Security Screeners | 2,417 | 2,370 | -47 | -1.94 | 0 | 20 | 20 | -0.98 |
| 33-9099 | Protective Service Workers, All Other | 3,028 | 3,025 | -3 | -0.10 | 0 | 312 | 312 | -0.05 |
| 35-0000 | Food Preparation & Serving Occupations | 452,044 | 462,292 | 10,248 | 2.27 | 5,170 | 18,394 | 23,564 | 1.13 |
| 35-1000 | Supervisors, Food Prep. & Serving Workers | 34,039 | 34,696 | 657 | 1.93 | 330 | 704 | 1,034 | 0.96 |
| 35-1011 | Chefs & Head Cooks | 4,163 | 4,159 | -4 | -0.10 | 0 | 72 | 72 | -0.05 |
| 35-1012 | 1st-Line Spvrs/Mgrs Food Prep/Serving Wkrs | 29,876 | 30,537 | 661 | 2.21 | 330 | 632 | 962 | 1.10 |
| 35-2000 | Cooks & Food Preparation Workers | 120,076 | 122,375 | 2,299 | 1.91 | 1,150 | 3,364 | 4,514 | 0.95 |
| 35-2011 | Cooks, Fast Food | 25,615 | 25,663 | 48 | 0.19 | 24 | 576 | 600 | 0.09 |
| 35-2012 | Cooks, Institution & Cafeteria | 15,119 | 15,352 | 233 | 1.54 | 116 | 340 | 456 | 0.77 |
| 35-2013 | Cooks, Private Household | * | * | * | * | * | * | * | * |
| 35-2014 | Cooks, Restaurant | 34,663 | 35,767 | 1,104 | 3.18 | 552 | 779 | 1,331 | 1.58 |
| 35-2015 | Cooks, Short Order | 6,375 | 6,476 | 101 | 1.58 | 50 | 144 | 194 | 0.79 |
| 35-2019 | Cooks, All Other | * | * | * | * | * | * | * | * |
| 35-2021 | Food Preparation Workers | 35,745 | 36,489 | 744 | 2.08 | 372 | 1,468 | 1,840 | 1.04 |
| 35-3000 | Food & Beverage Serving Workers | 244,346 | 251,037 | 6,691 | 2.74 | 3,346 | 10,692 | 14,038 | 1.36 |
| 35-3011 | Bartenders | 25,839 | 26,313 | 474 | 1.83 | 237 | 878 | 1,115 | 0.91 |
| 35-3021 | Combined Food Prep. & Serving Workers | 116,955 | 120,924 | 3,969 | 3.39 | 1,984 | 3,830 | 5,814 | 1.68 |
| 35-3022 | Counter Attnds,Café/Food Conc./Cofee Shop | 13,153 | 13,320 | 167 | 1.27 | 84 | 1,516 | 1,600 | 0.63 |
| 35-3031 | Waiters & Waitresses | 78,438 | 80,251 | 1,813 | 2.31 | 906 | 4,162 | 5,068 | 1.15 |

Source: Illinois Department of Employment Security, Economic Information & Analysis Division * = Data suppressed due to confidentiality requirements.

State of Illinois
Occupational Employment Projections (Short-term)
2011-2013

| Standard Occupational Classification (SOC) Code | Title | Base Year Employment 2011 | Projected Year Employment 2013 | Employment Change 2011-2013 | | Average Annual Job Openings due to | | | Annual Compound Growth |
|---|---|---------------------------|--------------------------------|-----------------------------|---------|------------------------------------|--------------|-------|------------------------|
| | | | | Number | Percent | Growth | Replacements | Total | |
| 17-3022 | Civil Engineering Technicians | 1,533 | 1,528 | -5 | -0.33 | 0 | 28 | 28 | -0.16 |
| 17-3023 | Electrical & Electronic Engineering Techs | 4,802 | 4,769 | -33 | -0.69 | 0 | 89 | 89 | -0.34 |
| 17-3024 | Electro-Mechanical Technicians | 721 | 717 | -4 | -0.55 | 0 | 14 | 14 | -0.28 |
| 17-3025 | Environmental Engineering Technicians | 685 | 695 | 10 | 1.46 | 5 | 12 | 17 | 0.73 |
| 17-3026 | Industrial Engineering Technicians | 2,312 | 2,328 | 16 | 0.69 | 8 | 43 | 51 | 0.35 |
| 17-3027 | Mechanical Engineering Technicians | 2,157 | 2,159 | 2 | 0.09 | 1 | 40 | 41 | 0.05 |
| 17-3029 | Engineering Techs, Ex. Drafters, All Other | 2,850 | 2,838 | -12 | -0.42 | 0 | 53 | 53 | -0.21 |
| 17-3031 | Surveying & Mapping Technicians | 1,341 | 1,341 | 0 | 0.00 | 0 | 24 | 24 | 0.00 |
| 19-0000 | Life, Physical & Social Science Occupations | 35,722 | 35,921 | 199 | 0.56 | 174 | 1,030 | 1,204 | 0.28 |
| 19-1000 | Life Scientists | 7,598 | 7,701 | 103 | 1.36 | 67 | 140 | 207 | 0.68 |
| 19-1011 | Animal Scientists | * | * | * | * | * | * | * | * |
| 19-1012 | Food Scientists & Technologists | 918 | 932 | 14 | 1.53 | 7 | 36 | 43 | 0.76 |
| 19-1013 | Soil & Plant Scientists | 632 | 634 | 2 | 0.32 | 1 | 25 | 26 | 0.16 |
| 19-1021 | Biochemists & Biophysicists | * | * | * | * | * | * | * | * |
| 19-1022 | Microbiologists | 258 | 257 | -1 | -0.39 | 0 | 6 | 6 | -0.19 |
| 19-1023 | Zoologists & Wildlife Biologists | 128 | 126 | -2 | -1.56 | 0 | 3 | 3 | -0.78 |
| 19-1029 | Biological Scientists, All Other | 684 | 676 | -8 | -1.17 | 0 | 16 | 16 | -0.59 |
| 19-1031 | Conservation Scientists | 356 | 346 | -10 | -2.81 | 0 | 3 | 3 | -1.41 |
| 19-1032 | Foresters | 157 | 155 | -2 | -1.27 | 0 | 2 | 2 | -0.64 |
| 19-1041 | Epidemiologists | 175 | 178 | 3 | 1.71 | 2 | 0 | 2 | 0.85 |
| 19-1042 | Medical Scientists, Except Epidemiologists | 2,043 | 2,120 | 77 | 3.77 | 38 | 8 | 46 | 1.87 |
| 19-1099 | Life Scientists, All Other | 632 | 624 | -8 | -1.27 | 0 | 2 | 2 | -0.63 |
| 19-2000 | Physical Scientists | 8,906 | 8,871 | -35 | -0.39 | 16 | 264 | 280 | -0.20 |
| 19-2011 | Astronomers | * | * | * | * | * | * | * | * |
| 19-2012 | Physicists | 1,485 | 1,476 | -9 | -0.61 | 0 | 42 | 42 | -0.30 |
| 19-2021 | Atmospheric & Space Scientists | 447 | 451 | 4 | 0.89 | 2 | 7 | 9 | 0.45 |
| 19-2031 | Chemists | 3,282 | 3,236 | -46 | -1.40 | 0 | 106 | 106 | -0.70 |
| 19-2032 | Materials Scientists | 529 | 539 | 10 | 1.89 | 5 | 17 | 22 | 0.94 |
| 19-2041 | Environmental Scientists & Specialists | 1,765 | 1,777 | 12 | 0.68 | 6 | 49 | 55 | 0.34 |
| 19-2042 | Geoscientists, Ex. Hydrologists/Geographers | 297 | 302 | 5 | 1.68 | 2 | 8 | 10 | 0.84 |
| 19-2043 | Hydrologists | * | * | * | * | * | * | * | * |
| 19-2099 | Physical Scientists, All Other | 967 | 957 | -10 | -1.03 | 0 | 32 | 32 | -0.52 |
| 19-3000 | Social Scientists & Related Workers | 9,979 | 10,072 | 93 | 0.93 | 66 | 330 | 396 | 0.46 |
| 19-3011 | Economists | 469 | 464 | -5 | -1.07 | 0 | 16 | 16 | -0.53 |
| 19-3022 | Survey Researchers | 878 | 886 | 8 | 0.91 | 4 | 23 | 27 | 0.45 |
| 19-3031 | Clinical, Counseling & School Psychologists | 6,166 | 6,281 | 115 | 1.87 | 58 | 206 | 264 | 0.93 |
| 19-3032 | Industrial-Organizational Psychologists | * | * | * | * | * | * | * | * |
| 19-3039 | Psychologists, All Other | 321 | 319 | -2 | -0.62 | 0 | 10 | 10 | -0.31 |
| 19-3041 | Sociologists | 84 | 82 | -2 | -2.38 | 0 | 2 | 2 | -1.20 |
| 19-3051 | Urban & Regional Planners | 701 | 684 | -17 | -2.43 | 0 | 18 | 18 | -1.22 |

Source: Illinois Department of Employment Security, Economic Information & Analysis Division * = Data suppressed due to confidentiality requirements.

Occupational Employment Statistics

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Occupational Employment and Wages, May 2012

19-1012 Food Scientists and Technologists

Use chemistry, microbiology, engineering, and other sciences to study the principles underlying the processing and deterioration of foods; analyze food content to determine levels of vitamins, fat, sugar, and protein; discover new food sources; research ways to make processed foods safe, palatable, and healthful; and apply food science knowledge to determine best ways to process, package, preserve, store, and distribute food.

- [National estimates for this occupation](#)
- [Industry profile for this occupation](#)
- [Geographic profile for this occupation](#)

National estimates for this occupation: [Top](#)

Employment estimate and mean wage estimates for this occupation:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 13,680 | 4.5 % | \$30.84 | \$64,140 | 1.0 % |

Percentile wage estimates for this occupation:

| Percentile | 10% | 25% | 50% (Median) | 75% | 90% |
|-----------------|----------|----------|--------------|----------|-----------|
| Hourly Wage | \$16.30 | \$20.75 | \$27.92 | \$38.03 | \$51.23 |
| Annual Wage (2) | \$33,900 | \$43,170 | \$58,070 | \$79,100 | \$106,550 |

Industry profile for this occupation: [Top](#)

Industries with the highest published employment and wages for this occupation are provided. For a list of all industries with employment in this occupation, see the [Create Customized Tables](#) function.

Industries with the highest levels of employment in this occupation:

| Industry | Employment (1) | Percent of industry employment | Hourly mean wage | Annual mean wage (2) |
|--|----------------|--------------------------------|------------------|----------------------|
| Management of Companies and Enterprises | 1,820 | 0.09 | \$37.07 | \$77,110 |
| Scientific Research and Development Services | 1,690 | 0.27 | \$36.13 | \$75,160 |
| Other Food Manufacturing | 1,450 | 0.83 | \$31.74 | \$66,010 |
| Grain and Oilseed Milling | 1,240 | 2.08 | \$28.30 | \$58,860 |
| Colleges, Universities, and Professional Schools | 1,210 | 0.04 | \$25.19 | \$52,390 |

Industries with the highest concentration of employment in this occupation:

| Industry | Employment (1) | Percent of industry employment | Hourly mean wage | Annual mean wage (2) |
|---|----------------|--------------------------------|------------------|----------------------|
| Grain and Oilseed Milling | 1,240 | 2.08 | \$28.30 | \$58,860 |
| Animal Food Manufacturing | 470 | 0.89 | \$29.86 | \$62,100 |
| Other Food Manufacturing | 1,450 | 0.83 | \$31.74 | \$66,010 |
| Dairy Product Manufacturing | 990 | 0.75 | \$27.18 | \$56,530 |
| Fruit and Vegetable Preserving and Specialty Food Manufacturing | 800 | 0.48 | \$28.59 | \$59,460 |

Top paying industries for this occupation:

| Industry | Employment (1) | Percent of industry employment | Hourly mean wage | Annual mean wage (2) |
|--|----------------|--------------------------------|------------------|----------------------|
| Federal Executive Branch (OES Designation) | 100 | (7) | \$44.16 | \$91,850 |
| Management of Companies and Enterprises | 1,820 | 0.09 | \$37.07 | \$77,110 |
| Scientific Research and Development Services | 1,690 | 0.27 | \$36.13 | \$75,160 |

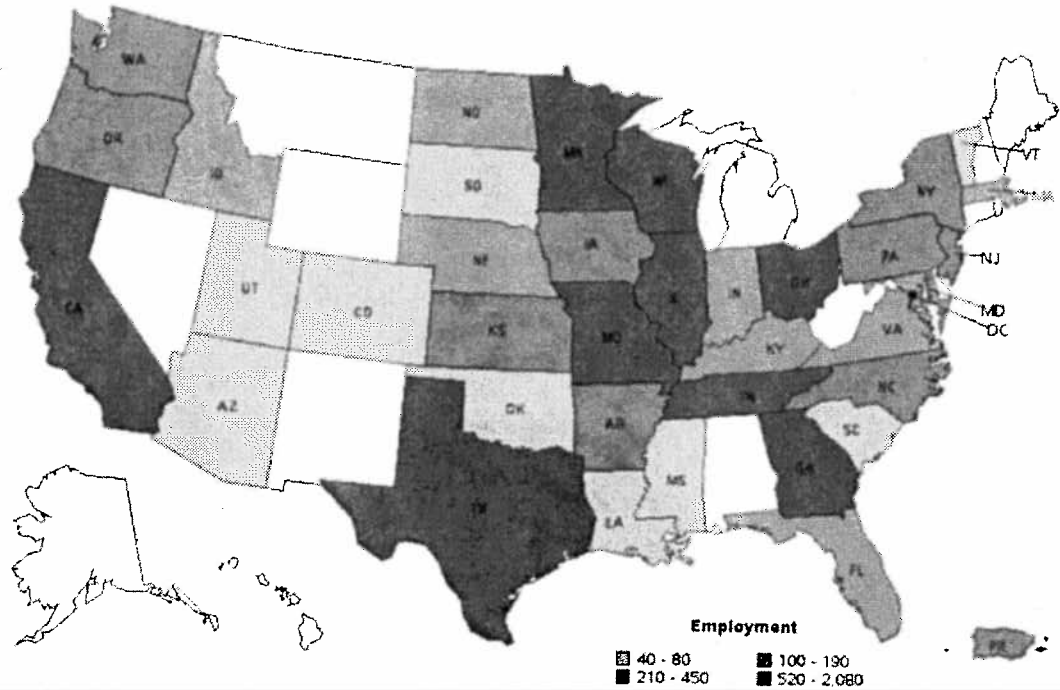
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| | | | | |
|---|-----|------|---------|----------|
| Drugs and Druggists' Sundries Merchant Wholesalers | 50 | 0.03 | \$34.97 | \$72,730 |
| Management, Scientific, and Technical Consulting Services | 640 | 0.06 | \$34.89 | \$72,580 |

Geographic profile for this occupation: [Top](#)

States and areas with the highest published employment, location quotients, and wages for this occupation are provided. For a list of all areas with employment in this occupation, see the [Create Customized Tables](#) function.

Employment of food scientists and technologists, by state, May 2012

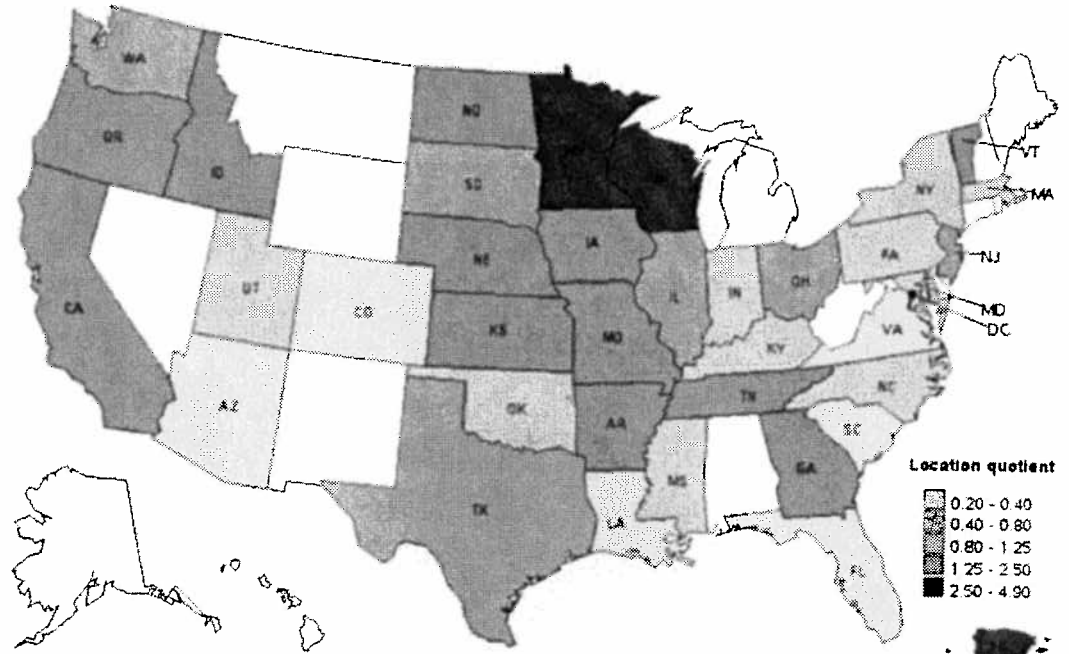


Blank areas indicate data not available.

States with the highest employment level in this occupation:

| State | Employment (1) | Employment per thousand jobs | Location quotient (2) | Hourly mean wage | Annual mean wage (2) |
|------------|----------------|------------------------------|-----------------------|------------------|----------------------|
| California | 2,080 | 0.15 | 1.39 | \$31.27 | \$65,040 |
| Minnesota | 1,360 | 0.51 | 4.90 | \$34.23 | \$71,190 |
| Texas | 1,050 | 0.10 | 0.95 | \$30.54 | \$63,530 |
| Wisconsin | 780 | 0.29 | 2.79 | \$32.17 | \$66,920 |
| Georgia | 670 | 0.17 | 1.66 | \$24.92 | \$51,830 |

Location quotient of food scientists and technologists, by state, May 2012



Blank areas indicate data not available.

States with the highest concentration of jobs and location quotients in this occupation:

| State | Employment (1) | Employment per thousand jobs | Location quotient (9) | Hourly mean wage | Annual mean wage (2) |
|--------------|----------------|------------------------------|-----------------------|------------------|----------------------|
| Minnesota | 1,360 | 0.51 | 4.90 | \$34.23 | \$71,190 |
| Wisconsin | 780 | 0.29 | 2.79 | \$32.17 | \$66,920 |
| North Dakota | 110 | 0.26 | 2.49 | \$28.16 | \$58,580 |
| Iowa | 350 | 0.24 | 2.28 | \$29.02 | \$60,350 |
| Arkansas | 250 | 0.22 | 2.07 | \$32.79 | \$68,190 |

| Nonmetropolitan area | Employment (1) | Employment per thousand jobs | Location quotient (9) | Hourly mean wage | Annual mean wage (2) |
|---|----------------|------------------------------|-----------------------|------------------|----------------------|
| South Georgia nonmetropolitan area | 110 | 0.60 | 5.69 | \$24.36 | \$50,670 |
| Northwest Iowa nonmetropolitan area | 80 | 0.53 | 5.05 | \$30.25 | \$62,930 |
| West Central Wisconsin nonmetropolitan area | 60 | 0.32 | 3.07 | \$24.20 | \$50,340 |
| Other North Carolina nonmetropolitan area | 90 | 0.31 | 2.93 | \$22.87 | \$47,570 |
| Northwest Illinois nonmetropolitan area | 40 | 0.31 | 2.93 | \$25.50 | \$53,040 |

Top paying nonmetropolitan areas for this occupation:

| Nonmetropolitan area | Employment (1) | Employment per thousand jobs | Location quotient (9) | Hourly mean wage | Annual mean wage (2) |
|---|----------------|------------------------------|-----------------------|------------------|----------------------|
| Southwest Minnesota nonmetropolitan area | 30 | 0.26 | 2.46 | \$34.51 | \$71,780 |
| Northwest Iowa nonmetropolitan area | 80 | 0.53 | 5.05 | \$30.25 | \$62,930 |
| West Northwestern Ohio nonmetropolitan area | 70 | 0.29 | 2.78 | \$29.68 | \$61,740 |
| Other Ohio nonmetropolitan area | 30 | 0.12 | 1.16 | \$29.29 | \$60,920 |
| Southeast Minnesota nonmetropolitan area | 30 | 0.18 | 1.69 | \$29.23 | \$60,810 |

[About May 2012 National, State, Metropolitan, and Nonmetropolitan Area Occupational Employment and Wage Estimates](#)

These estimates are calculated with data collected from employers in all industry sectors, all metropolitan and nonmetropolitan areas, and all states and the District of Columbia. The top employment and wage figures are provided above. The complete list is available in the [downloadable XLS files](#).

The percentile wage estimate is the value of a wage below which a certain percent of workers fall. The median wage is the 50th percentile wage estimate--50 percent of workers earn less than the median and 50 percent of workers earn more than the median. [More about percentile wages](#).

(1) Estimates for detailed occupations do not sum to the totals because the totals include occupations not shown separately. Estimates do not include self-employed workers.

(2) Annual wages have been calculated by multiplying the hourly mean wage by a "year-round, full-time" hours figure of 2,080 hours; for those occupations where there is not an hourly mean wage published, the annual wage has been directly calculated from the reported survey data.

(3) The relative standard error (RSE) is a measure of the reliability of a survey statistic. The smaller the relative standard error, the more precise the estimate.

(7) The value is less than .005 percent of industry employment.

(8) Estimate not released.

(9) The location quotient is the ratio of the area concentration of occupational employment to the national average concentration. A location quotient greater than one indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average.

Other OES estimates and related information:

[May 2012 National Occupational Employment and Wage Estimates](#)

[May 2012 State Occupational Employment and Wage Estimates](#)

[May 2012 Metropolitan and Nonmetropolitan Area Occupational Employment and Wage Estimates](#)

[May 2012 National Industry-Specific Occupational Employment and Wage Estimates](#)

[May 2012 Occupation Profiles](#)

[Technical Notes](#)

Last Modified Date: March 29, 2013

College Of DuPage

Degree:

3233 Culinary and Food science

Catalog Description: Culinary is the blending of culinary arts, food science and food technology.

Program Requirements

| | |
|--|---|
| CULIN 1101 Culinary Arts: Quantity Food Preparation I | 4 |
| CULIN 1102 Culinary Arts - Quantity Food Preparation II | 4 |
| CULIN 1108 Culinary Measurements & Conversions | 2 |
| CULIN 1109 Nutrition for the Foodservice Professional | 2 |
| CULIN 1120 Foodservice Sanitation | 2 |
| CULIN 1151 Food and Beverage Service and Sales | 2 |
| CULIN 1171 Pastry Arts - Baking and Patisserie I | 4 |
| CULIN 1172 Pastry Arts - Baking and Patisserie II | 4 |
| CULIN 2152 Food, Beverage and Equipment Purchasing | 3 |
| CULIN 2153 Culinary Arts - Garde Manger | 3 |
| CULIN 2210 Culinary Arts - Classical Cuisine | 4 |
| CULIN 1180 Introduction to Culinary and Food Science | 3 |
| CULIN 1185 Elements of Taste and Flavor | 3 |
| CULIN 1186 Food Manufacturing and Processing | 2 |
| CULIN 2000 Food Laws and Regulations | 2 |
| CULIN 2863 Cooperative Education/Internship (Occupational) | 3 |

Total Hours 47

General Education

General Education requirements

Total Hours 18 - 22

Total Credits Required 65 - 69

ACTIVE COURSE FILE

| | | | |
|---|-----------------|---------------------|----------------------------------|
| *Curricular Area: CULINARY ARTS | | Course Number: 1180 | |
| Course Title: Introduction to Culinology and Food Science | | | |
| Semester | Credit Hours: 3 | Clinical Hours: | Lecture Hours: 3 Lab Hours: 0 |

Course description to appear in catalog:

Introduction to the world of Culinology and Food Science for large food production. Emphasis will be placed on the blending of taste and technology, the impact of food and food development processes.

Repeatable for credit: Yes

Pre-Enrollment Criteria:

A. General Course Objectives:

Upon successful completion of the course the student should be able to do the following:

1. Analyze impact of blending of tastes on food
2. Develop flavor profiles
3. Recognize technological impacts on food manufacturing
4. Distinguish between food processing and food manufacturing
5. Identify key safety standards in food manufacturing
6. Differentiate between Culinology and Food Science
7. Recognize economical impacts on Culinology
8. Evaluate research and development food processes

B. Topical Outline:

1. Blending of tastes
2. Flavor profiles
3. Technology in food manufacturing
4. Food processing
5. Food manufacturing
6. Safety standards
7. Economical impacts
8. Research and development processes

C. Methods of Evaluating Students:

1. Students will be evaluated on attendance/participation and/or research papers, presentations, written exams.

| | | | |
|-----------------------|-------------------|----------------------|-------------------|
| <u>TIMOTHY MEYERS</u> | <u>11-19-2012</u> | <u>DONNA STEWART</u> | <u>02/14/2013</u> |
| Initiator | Date | Division Dean | Date |
| <u>TIMOTHY MEYERS</u> | <u>11-19-2012</u> | | |
| Sponsor | Date | | |

ACTIVE COURSE FILE

| | | | |
|--|-----------------|---------------------|----------------------------------|
| *Curricular Area: CULINARY ARTS | | Course Number: 1185 | |
| Course Title: Elements of Taste and Flavor | | | |
| Semester | Credit Hours: 3 | Clinical Hours: | Lecture Hours: 2 Lab Hours: 2 |

Course description to appear in catalog:

An introduction to the five elements of taste: umami, sweet, salty, sour, and bitter. A variety of herbs, spices, vinegars, oils, and other products will be used in the research and development of recipes.

Repeatable for credit: No

Pre-Enrollment Criteria: Prerequisite: CULIN 1101 Culinary Arts: Quantity Food Preparation I with a grade of "NA" or better, or equivalent. and Prerequisite: CULIN 1120 Foodservice Sanitation with a grade of "NA" or better, or equivalent. or Consent of Instructor:

A. General Course Objectives:

Upon successful completion of the course the student should be able to do the following:

1. Classify five elements of taste: sweet, salty, bitter, sour, and umami
2. Explain elements of tastes impact on flavor
3. Define impact of cooking methods, herbs, vinegar, and oils on flavor
4. Recognize smoking/curing's impact on flavor and texture of food
5. Analyze the sous vide cooking process
6. Prepare reduced sodium and fat food products
7. Analyze effects of reduced sodium and fat on flavor and texture
8. Recognize preservatives impact on flavor

B. Topical Outline:

1. Elements of taste
2. Herbs, vinegar, and oils
3. Smoking/curing
4. Flavor and texture of food
5. Sous vide cooking process
6. Reduced sodium
7. Reduced fat
8. Preservatives

C. Methods of Evaluating Students:

1. Students will be evaluated on attendance/participation and/or research papers, presentations, written exams.

| | |
|----------------|------------|
| TIMOTHY MEYERS | 11-19-2012 |
| Initiator | Date |
| TIMOTHY MEYERS | 11-19-2012 |
| Sponsor | Date |

| | |
|---------------|------------|
| DONNA STEWART | 02/14/2013 |
| Division Dean | Date |

ACTIVE COURSE FILE

| | | | | |
|---|-----------------|---------------------|------------------|------------|
| *Curricular Area: CULINARY ARTS | | Course Number: 1186 | | |
| Course Title: Food Manufacturing and Processing | | | | |
| Semester | Credit Hours: 2 | Clinical Hours: | Lecture Hours: 2 | Lab Hours: |

Course description to appear in catalog:

The study of ingredients and how they are used in the food manufacturing industry. Safety, sanitation and food preservation methods discussed.

Repeatable for credit: No

Pre-Enrollment Criteria: CULIN 1101 and CULIN 1120 or equivalent or consent of instructor

A. General Course Objectives:

Upon successful completion of the course the student should be able to do the following:

1. Identify basic ingredients used in food manufacturing and processing
2. Evaluate governmental standards impact on manufacturers' operating procedures
3. Demonstrate food preservation for large production
4. Analyze quality control, food safety and microbiological growth procedures
5. Create food labels in accordance with federal labeling guidelines

B. Topical Outline:

1. Food manufacturing and processing ingredients
2. Governmental standards
3. Principles of food preservation
4. Large scale food production
5. Quality control procedures
6. Food safety procedures
7. Microbiological growth procedures
8. Federal labeling guidelines

C. Methods of Evaluating Students:

1. Students will be evaluated on attendance/participation and/or research papers, presentations, written exams.

| | |
|----------------|------------|
| TIMOTHY MEYERS | 11-25-2012 |
| Initiator | Date |
| TIMOTHY MEYERS | 11-25-2012 |
| Sponsor | Date |

| | |
|---------------|------------|
| DONNA STEWART | 02/14/2013 |
| Division Dean | Date |

ACTIVE COURSE FILE

| | | | | |
|---|-----------------|---------------------|------------------|------------|
| *Curricular Area: CULINARY ARTS | | Course Number: 2000 | | |
| Course Title: Food Laws and Regulations | | | | |
| Semester | Credit Hours: 2 | Clinical Hours: | Lecture Hours: 2 | Lab Hours: |

Course description to appear in catalog:

Survey of federal regulations regarding labeling, additives, animal fabrication and preservatives for large food production. Food packaging standards are discussed.

Repeatable for credit: No

Pre-Enrollment Criteria: Prerequisite: CULIN 1120 Foodservice Sanitation with a grade of "NA" or better, or equivalent. and Prerequisite: CULIN 1101 Culinary Arts: Quantity Food Preparation I with a grade of "NA" or better, or equivalent. or Consent of Instructor:

A. General Course Objectives:

Upon successful completion of the course the student should be able to do the following:

1. Create food labels that comply with federal and state labeling guidelines
2. Evaluate manufacturers methods to accomodate allergens
3. Discuss impact of product recalls on large food production facilities
4. Examine humane methods of animal harvesting and fabrication
5. Use appropriate food additives and preservatives
6. Examine current opinions of food additives impact

B. Topical Outline:

1. Federal and state labeling guidelines
2. Allergens
3. Product recalls
4. Animal harvesting
5. Animal fabrication
6. Food additives
7. Food preservatives

C. Methods of Evaluating Students:

1. Students will be evaluated on attendance/participation and/or research papers, presentations, written exams.

| | |
|----------------|------------|
| TIMOTHY MEYERS | 11-25-2012 |
| Initiator | Date |
| TIMOTHY MEYERS | 11-25-2012 |
| Sponsor | Date |

| | |
|---------------|------------|
| DONNA STEWART | 02/14/2013 |
| Division Dean | Date |

Culinary & Hospitality Advisory Board Meeting

Minutes

November 7, 2012

CHC 2001 (Silverleaf)

Attendees: Chef Thielman, Chef Carey, Chef Kramer, Marybeth Leone, Jim Mulyk, Chef Meyer, Kris Fay, Anna Gay, Dick Kalus, Christine Peterson, Patrick Gaughan, Sean Curry, Richard Park, Christopher Liberti, Mike Weaver, Joel Fossum, Laura Carey, Steve Schroeder, Cathy Leveille, Dave Miller

- I. Introductions
 - a. Chef Thielman opened the meeting. Attendees introduced themselves.
- II. Culinology Degree Update
 - a. Chef Meyer is writing a new degree: Culinology and Food Science. It is going through the curriculum process and should be rolled out fall, 2013. It is hoped to eventually develop a 3+1 or 2+2 agreements with 4-year institutions.
- III. Food and Beverage Certificate Update
 - a. Jim Mulyk is creating a certificate that will include such areas as cocktail bar, restaurant and banquet work, wine classes, pairing food and wine as well as mixology.
 - b. It is hoped that the students can intern at the advisory board members place of business.
- III. 3+1 program with Roosevelt University Update
 - a. Marybeth Leone worked diligently to help create the COD AAS degree to Bachelor degree in Hospitality and Tourism with Roosevelt University. Student complete the AAS degree at COD, continue at COD with the third year taking General Education courses that Roosevelt will accept as there 300 level courses. This is at the COD tuition rate. The fourth year Roosevelt classes are held at COD, taught by faculty from Roosevelt University at a reduced tuition rate.
 - b. 8 students are in the Fall, 2012 term. The Roosevelt faculty is impressed by the caliber of students in the program. Likewise, the COD students in the program are impressed by the Roosevelt faculty.
- VI. Benefactor of the Year-Rich's Products-Joel Fossum
 - a. Chef Thielman thanked Mr. Fossum for his company's 20 years of support of the COD Culinary program. Rich's Products will receive a plaque. In addition, their name will be engraved on a plaque displayed in the Culinary and Hospitality Center.

- V. Future vision for program and student readiness
 - a. Associate Dean Kris Fay explained that the advisory board has been restructured to strategize with faculty to create an improved student experience. This includes a fresh curriculum, improved work place readiness skills, producing a well-rounded student with not only courses from their major but also in the area of Gen. Eds.
 - b. Discussion took place regarding board terms as well as making the board activities meaningful to the members.

- IV. Upcoming events and activities
 - a. On December 4, Paul Virant will be the visiting chef concentrating on classical cuisine. With student assistance Chef Virant will produce a 6 course meal with 5 wines.
 - b. Chef Carey is spearheading whether or not to host a national competition at COD in 2013. This event has historically been held in Las Vegas but planners are very impressed by the COD facilities.
 - c. Chefs Kramer and Meyer, with students, are participating in the National Retail Package Show. Preliminaries are in December with the next phase in Spring, 2013.
 - d. Events held during Fall, 2012:
 - an outside demo by Lindt, who is rolling out their new commercial line, for students and customers in the amphitheater.
 - 4 COD students assisted at Midwest Imports in a two day class with a classical chocolatier.
 - Hospitality students worked the front and back of the house with Levi at the Ryder Cup.

- V. Subcommittee formation and goals
 - a. Subcommittees met during dinner in Wheat Café to formulate goals.

Respectfully submitted,
Anna Gay
Program Support Specialist

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

NEW BUSINESS APPROVAL

1. SUBJECT

American Express Expense Management and Business Travel Solutions.

2. REASON FOR CONSIDERATION

This recommendation requests approval for the College to engage in a business partnership with American Express Travel Related Services Company, Inc. and American Express Business Travel for Expense Management and Business Travel services for a five-year term. These services will provide for payment of airline tickets using the AMEX Corporate Card, reduced transaction costs and enhanced business travel services. This partnership will replace our current agreement with two (2) designated travel agencies. Travel costs are budgeted and borne by the traveler's sponsoring department.

3. BACKGROUND INFORMATION

An overall review of the College's travel policies and procedures identified opportunities to further improve efficiencies and enhance services. In May, 2013, the Board of Trustees approved purchase of Concur Travel and Management Services, a system that allows for pre-travel authorization, expense reporting, online workflow approval, auditing of expenses, reservations and reporting. Utilization of Concur, or any travel system, requires the service of a travel agent for ticketing. There have been many challenges and complaints with the current designated travel agents utilized by the College. To further streamline processes and address these ongoing challenges, the College met with American Express, a joint enterprise with Concur Travel, to review travel and expense management offerings.

One of the challenges the College encounters with the present system requires employees to utilize their personal credit card for payment at the time the reservations are made. This is burdensome on the employee, as frequently reservations are made weeks in advance of travel requiring employees to delay reimbursement until the trip is completed or to submit two expense reports. As a result, the College issues cash advances to employees to compensate for this out of pocket expense.

American Express will allow the College to achieve efficiencies, reduce costs and enhance service for business travelers. Reservations for airline tickets would be paid for utilizing a single Corporate Card account designated specifically for travel expenses booked via American Express, eliminating the need for employees to use personal credit cards to book reservations and thereby eliminate cash travel advances to employees. Additional benefits of utilizing the card for payment include: \$350,000 travel accident insurance; baggage insurance; Membership Rewards, which can be used to offset travel expenses or can be contributed to charitable organizations such as the College of DuPage Foundation; Global Assist Hotline to provide medical, legal, financial, and general assistance to travelers; world-wide support 24 hours a day, 7 days a week and web-based account access.

The current designated travel agencies' payment and service practices pose unique challenges for group educational travel, which accounts for approximately 80% of all College travel bookings, and oftentimes results in negative experiences for involved faculty, staff, and students. American Express will assign a designated Group Air Coordinator to work with the College on all group travel. They have a strong global presence and international expertise with a network of locations in more than 140 countries around the world. American Express, which would replace our current designated travel agencies for ticketing, customer service, and data reporting, integrates with Concur services to deliver 24/7/365 online and telephonic reservation and emergency services at a reduced transaction rate as compared to current agencies.

Additionally, while current designated travel agencies charge transaction fees for hotel and ground transportation reservations, American Express will not charge associated transaction fees. To further reduce costs, American Express provides robust fare search tools and techniques such as separate ticket issuance to avoid multiple-destination minimums, leveraging of one-way fares, and automated management of unused airline tickets, not available through alternate travel management companies. Data-sharing between Concur and American Express will render a wide variety of reports, including variance reporting, that will allow the College to better track and manage travel expenses in total and by category.

The partnership between the College, Concur, and American Express will provide employees with a simple, efficient travel experience, a seamless end-to-end expense management process, and detailed reporting to allow strategic travel planning.

4. RECOMMENDATION

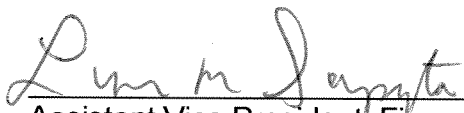
That the Board of Trustees approves a service agreement with American Express for Expense Management and Business Travel Solutions for a five-year term.


New Business
Item 10.B.3)
July 25, 2013

SIGNATURE PAGE FOR AMERICAN EXPRESS EXPENSE MANAGEMENT AND
BUSINESS TRAVEL SOLUTIONS

ITEM(S) ON REQUEST

That the Board of Trustees approves a service agreement with American Express for Expense Management and Business Travel Solutions for a five-year term.


Assistant Vice President, Financial Affairs and Controller
7/12/13
Date


Senior Vice President, Administration and Treasurer
7/18/13
Date


Executive Vice President
7/18/13
Date

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

NEW BUSINESS APPROVAL

1. **SUBJECT**

Annual Membership Dues for ICCTA.

2. **BUDGET STATUS**

Funds in the amount of \$55,672.00 are being provided by the Board of Trustees Dues Budget #01-90-00813-5406002.

3. **BACKGROUND INFORMATION**

This item represents the approval of annual membership dues for the Illinois Community College Trustees Association (ICCTA) for FY2014.

The Illinois Community College Trustees Association was created in 1970. The Association provides community college advocacy and trustee development opportunities to the board members of the state's public community colleges.

College of DuPage Trustees actively participate in this organization. Trustee Svoboda is ICCTA Treasurer and Chair of the ICCTA Finance Committee.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Goods or services that are economically procurable from only one source are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. **RECOMMENDATION**

That the Board of Trustees approves the Annual Membership Dues for the Illinois Community College Trustees Association (ICCTA), 401 E. Capitol Avenue, Springfield, IL 62701, for FY2014, for a total expenditure of \$55,672.00.

SIGNATURE PAGE FOR APPROVAL Annual Membership Dues for ICCTA

ITEM ON REQUEST

That the Board of Trustees approves the Annual Membership Dues for the Illinois Community College Trustees Association (ICCTA), 401 E. Capitol Avenue, Springfield, IL 62701, for FY2014, for a total expenditure of \$55,672.00.

Board Secretary

Date

Board Chairman

Date

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

NEW BUSINESS APPROVAL

1. **SUBJECT**

ProEducation Solutions, LLC Agreement Renewal.

2. **BUDGET STATUS**

Funds in the amount of \$256,000 are being provided by the Office of Student Financial Assistance Budget 01-30-00449-5309001.

3. **BACKGROUND INFORMATION**

At the October 15, 2012 Board Meeting, the Board of Trustees approved a contract with ProEducation Solutions, LLC to complete the document verification processing of student financial aid awards. More than half of the students who apply for financial assistance at the College of DuPage are selected to provide additional documentation (i.e. tax returns, income worksheets) to verify self-reported financial information required on the Free Application for Federal Student Aid (FAFSA). Due to the recent threat of financial aid fraud, Student Financial Assistance has implemented additional processes and policies which often require additional document verification. Utilizing ProEducation's services allows the College the ability to extend the highest level of customer service to students by providing a timely processing of their financial aid.

ProEducation Solutions has also been approved to complete Return to Title IV (R2T4) audits. The completion of these audits is critical for the assessment of the Return of Funds process.

Contracts for software or data processing services are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

The term of this contract is for a one-year period, with the option to renew for an additional two (2) years, unless terminated by the College or ProEducation Solutions, LLC. Costs for FY2013 contract were \$55,000.00 for a ten-month period. Estimated annual costs for FY2014 are \$81,000.00; for FY2015 \$85,000.00; and for FY2016 are \$90,000.00.

4. **RECOMMENDATION**

That the Board of Trustees approves the annual renewal of the ProEducation Solutions, LLC contract for the annual contract term October 30, 2013 through October 30, 2014, for an expenditure of \$81,000.00 with the total expenditure through FY2016 not to exceed \$256,000.00.

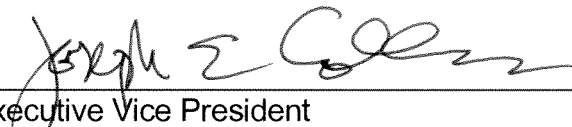
SIGNATURE PAGE FOR PROEDUCATION SOLUTIONS, LLC AGREEMENT RENEWAL

ITEM(S) ON REQUEST


That the Board of Trustees approves the annual renewal of the ProEducation Solutions, LLC contract for the annual contract term October 30, 2013 through October 30, 2014, for an expenditure of \$81,000.00 with the total expenditure through FY2016 not to exceed \$256,000.00.



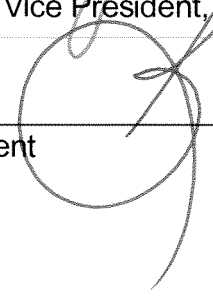
Director, Business Affairs
Date 7-3-13



Executive Vice President
Date 7-3-13



Senior Vice President, Administration and Treasurer
Date 7/3/2013



President
Date 7/3/13

COLLEGE OF DUPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Student Resource Center (SRC) Library Phase Two Building Asbestos Abatement (Emergency Non-Bid Item).

2. RECOMMENDATION

That the board approves the non-bid emergency proposal with the firm Kinsale Contracting Group, Westmont, Illinois for Asbestos Abatement services for the removal and disposal of 3,625 square feet of exposed asbestos containing floor tile and mastic within the 2nd floor of the Library, Records and Freight Elevator areas. The cost for these services is \$15,175.00.

During the demolition of the Library, Records and Freight Elevator areas, the contractor discovered asbestos tile and mastic. The floors were tested in accordance to methods described in the USEPA guidelines.

Attached is the documentation from Kinsale, Carnow Conibear outlining the process required for the completion of the work.

This topic, supports institutional goal #6B – Create an environment which enhances the College’s ability to attract, develop, and retain a quality faculty, support and administration staff.

SIGNATURE PAGE FOR STUDENT RESOURCE CENTER(SRC) BUILDING
ASBESTOS ABATEMENT (EMERGENCY NON-BID ITEM)

ITEM(S) ON REQUEST

That the Board of Trustees awards the contract for the Student Resource Center (SRC) Library Phase Two Building Asbestos Abatement (Emergency Non-Bid Item) as follows:

| <u>Vendor</u> | <u>\$ Amount</u> |
|--|------------------|
| Kinsale Contracting Group 648 Blackhawk Drive Westmont, Illinois 60559 | \$15,175.00 |

For a total expenditure of: \$15,175.00



Director, Facilities Planning and Development

7.3.13

Date



Director, Business Affairs

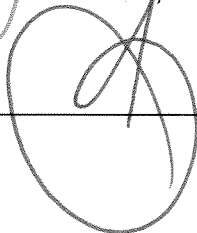
7-3-13

Date


Senior Vice President, Administration and Treasurer

7/3/2013

Date


President

7/3/13

Date



June 25, 2013

Via Facsimile: swoped28@cod.edu Page(s): 2

Mr. David Swope Sr.
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

RE: Asbestos Abatement
SRC Building
2nd Floor Library and freight elevator lobby – Phase 2
425 Fawell Blvd
Glen Ellyn, IL

PROPOSAL

We propose to furnish the labor, material and equipment necessary to remove and dispose of approximately ^{3,625}~~1,455~~ sq. ft., of exposed asbestos containing floor tile and mastic within the 2nd floor library and freight elevator lobby of the SRC Building located at College of DuPage, 425 Fawell Blvd., Glen Ellyn, IL.

The work shall be performed within two (2) phases

| | | |
|----------|--------------|----------------|
| Phase I | 2700 sq. ft. | 2 working days |
| Phase II | 925 sq. ft. | 2 working days |

The work shall be performed utilizing non-friable procedures.

The owner shall provide electrical hook-up for our tile machines. Electrical requirements are 220-volt, single-phase @ 50-amps.

All work will be performed in accordance with applicable Federal, State and local regulations.

Water and electric power will be provided by the owner.

The mastic shall be removed utilizing Neugenec 4175.

We have not included final air testing or daily monitoring.

Our workers will be protected with NIOSH approved respiratory equipment and protective clothing suitable for this type of work. While we are removing the asbestos containing material from this area, access will be restricted.

All movable items will be removed from the work area by others prior to beginning our work.

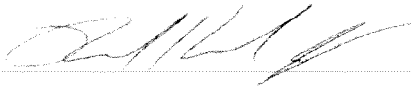
We maintain true occurrence form commercial general liability insurance, on a per occurrence basis, provided by an A+ X rated carrier. Our insurance, which incorporates coverage for our asbestos and lead abatement operations, is included on a project specific basis with each project having a minimum aggregate coverage of \$5,000,000.00. Kinsale Contracting Group is able to maintain such outstanding insurance due to its superior experience and excellent claims history.

In consideration of the above work, the sum of **\$15,175.00** shall be paid to the undersigned upon completion.

We thank you for the opportunity to submit our proposal and hope to serve you in the near future.

Very truly yours,

KINSALE CONTRACTING GROUP INC.



Rich Havansek, Jr.
E-Mail: richh@kinsalecg.com

ACCEPTED BY: _____ TITLE: _____

DATE: _____

SRC / 2nd Floor Library
Asbestos Abatement

In general work shall consist as follows:

- Erect type "B" banners to restrict entry to the work areas and post asbestos signage
- Install primary seals with 6 mill plastic sheeting over HVAC vents
- Install 4-mill plastic sheeting (splash guards) 4-5' upper walls within work areas
- Install negative air units for odor controls
- Removal of asbestos containing floor tile utilizing heat tile machines
- Removal of floor tile in whole sections and double bag debris
- Asbestos containing debris shall be wetted prior to double bagging and hauling to disposal container
- Removal of base boards
- Mastic removal utilizing Neugenix 4175 semi-aqueous cleaner (see attached MSDS)
- Mop floor surfaces with simple green cleaner
- Perform visual inspection by owner consultant
- We shall require an area at the west dock to place a 30yd enclosed dumpster

The owner shall shut down HVAC systems within the work areas (optional due to non-friable procedure)



333 Hollenbeck St.
 Rochester NY 14621
 Information: 585-336-2200

Emergency Phone:
 INFOTRAC: 1-800-535-5053
 OUTSIDE US: 1-352-323-3500

MATERIAL SAFETY DATA SHEET

REVISION DATE: 08/21/2007 REVISION NUMBER: 5
 DATE PRINTED: 08/21/2007 PREPARED BY: EH&S DEPARTMENT

1. CHEMICAL PRODUCT

PRODUCT NAME: **NEUGENIC 4175, Semi-Aqueous Cleaner**
 PRODUCT CODE: 101113

NFPA/HMIS HAZARD CODES(minimal=0; slight=1; moderate=2; serious=3; severe=4)

Health: 1/1 Fire: 2/2
 Reactivity: 0/0 Special/Protective Equipment: None/B

2. HAZARDS IDENTIFICATION

EFFECTS FROM ACUTE EXPOSURE:

INGESTION: Irritation, nausea, vomiting and possible dizziness.
 SKIN CONTACT: Possible dryness; irritation with prolonged contact.
 INHALATION: Concentrated vapors may cause slight temporary respiratory irritation. Central Nervous System Depression: signs/symptoms can include headache, dizziness, drowsiness, incoordination, slowed reaction time, slurred speech, giddiness and unconsciousness.

EYE CONTACT: Causes mild eye irritation.
 CHRONIC EFFECTS: Long term overexposure to some glycol ethers by skin absorption or inhalation may cause kidney, liver, or blood effects based on animal testing. None expected in normal use.
 EFFECTS/CARCINOGENICITY: None listed under OSHA, IARC, or NTP.
 ROUTES OF ENTRY: Routes of entry for solids and liquids include eye and skin contact, ingestion and inhalation.

3. COMPOSITION/INFORMATION ON INGREDIENTS

| PRODUCT COMPOSITION CAS# | % | ACGIH TLV | OSHA PELs |
|---|---------|-----------|-----------|
| Aliphatic hydrocarbon blend 69430-33-7 | 75 min. | NA | NA |
| Diethylene glycol butyl ether 112-34-5 | 10 | NA | NA |

4. FIRST AID MEASURES

INGESTION: DO NOT INDUCE VOMITING. Never give fluids or induce vomiting if the victim is unconscious or having convulsions. If large quantities of this material are swallowed: May cause aspiration pneumonia.
 SKIN: Flush skin with large amounts of water. If irritation persists, get medical attention.
 INHALATION: If inhaled, remove to fresh air. If not breathing give artificial respiration, preferably mouth-to-mouth. If breathing is difficult give oxygen. Get medical attention.
 EYES: In case of contact, immediately flush eyes with plenty of water for at least 15 minutes and get medical attention if irritation persists.
 NOTES TO PHYSICIAN: None.

5. FIRE AND EXPLOSION HAZARD DATA

FLASH POINT (F): 174°F (TCC) (C): NA
 METHOD: TCC

FLAMMABLE LIMITS IN AIR

NEUGENIC 4175, Semi-Aqueous Cleaner

- LOWER (%): 0.4
- UPPER (%): 4.7

SENSITIVITY TO MECHANICAL IMPACT(Y/N): NO
SENSITIVITY TO STATIC DISCHARGE: Sensitivity to static discharge is not expected.
SUITABLE EXTINGUISHING MEDIA: Water fog, carbon dioxide, foam, dry chemical.
FIRE FIGHTING PROCEDURES: Cool exposed containers with water spray. Fire-fighters should wear self-contained breathing apparatus and full protective clothing when fighting chemical fires.

6. ACCIDENTAL RELEASE MEASURES

SPILL PROCEDURES:

SMALL SPILLS: Flush residue with water. Mop up all possible.
LARGE SPILLS: Dike to contain. Pick up with absorbant material. Put in suitable container for disposal. Flush remainder with water.

PERSONAL PRECAUTIONS: NA
ENVIRONMENTAL PRECAUTIONS: NA
METHODS FOR CLEANING UP: NA

7. HANDLING AND STORAGE

PRECAUTIONS TO BE TAKEN IN HANDLING AND STORAGE: WARNING Combustible. Use only in a well ventilated area. Do not store near heat, sparks or flame. Do not store near oxidizing agents. Do not reuse container. Store only in original container and keep closed.

OTHER PRECAUTIONS: Keep out of reach of children.
SPECIFIC USE(S): NA

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

PROTECTIVE EQUIPMENT:



EXPOSURE CONTROLS: None known.
RESPIRATORY PROTECTION: Not normally required. If mist or vapors in air exceed exposure limit, use NIOSH approved organic vapor respirator.
PROTECTIVE GLOVES: Solvent resistant material such as Viton, neoprene or nitrile rubber.
EYE PROTECTION: Safety Glasses. Goggles.
OTHER PERSONAL PROTECTION EQUIPMENT: Appropriate protective clothing as needed to prevent skin contact.
VENTILATION: Required when spraying large amounts or applying in confined area. Use non-sparking equipment. General mechanical and/or local exhaust as needed to meet exposure limits if mist in air.

9. PHYSICAL AND CHEMICAL PROPERTIES

APPEARANCE AND ODOR: Clear, colorless liquid. Mild odor.
BOILING POINT (F): 415° - 420° (C) NA
VAPOR PRESSURE: 0.2 mm Hg @ 68° F
VAPOR DENSITY (AIR=1): Less than 5
SOLUBILITY IN WATER: NA
SPECIFIC GRAVITY: 0.795 - 0.805
VOC Content (%): 79.6 (ARB 310 Method)
VOV Content (%): 90
EVAPORATION RATE: Slow
PH: 7 - 8 (10% Conc)

NEUGENIC 4175, Semi-Aqueous Cleaner

9. PHYSICAL AND CHEMICAL PROPERTIES

10. STABILITY AND REACTIVITY

STABILITY DATA: STABLE
POLYMERIZATION: Will Not Occur.
HAZARDOUS DECOMPOSITION: Fumes. Smoke. Soot. Carbon Dioxide. Incomplete combustion produces: Carbon Monoxide.
INCOMPATIBILITY (MATERIALS TO AVOID): Strong acids and oxidizers.
CONDITIONS/HAZARDS TO AVOID: Keep away from heat, sparks and flame.

11. TOXICOLOGICAL INFORMATION

ACUTE TOXICITY: NE
EFFECTS OF CHRONIC EXPOSURE: NE
OTHER TOXIC EFFECTS: NE

12. ECOLOGICAL INFORMATION

ECOTOXICOLOGICAL INFORMATION: No data at this time
CHEMICAL FATE INFORMATION: No data at this time.
MOBILITY: NA
PERSISTENCE/DEGRADABILITY: NA
BIOACCUMULATIVE POTENTIAL: NA
OTHER ADVERSE EFFECTS: NA

13. DISPOSAL CONSIDERATIONS

WASTE DISPOSAL METHODS: Dispose in accordance with Federal, State and Local regulations.

14. TRANSPORT INFORMATION

Please refer to the Bill of Lading/Receiving documents for up to date shipping information.

15. REGULATORY INFORMATION

| PRODUCT COMPOSITION CAS# | % | TSCA: | EINECS: | Canada DSL: | CA PROP 65: |
|---|---------|--------|---------|-------------|-------------|
| Aliphatic hydrocarbon blend 69430-33-7 | 75 min. | Listed | Listed | Listed | Not Listed |
| Diethylene glycol butyl ether 112-34-5 | 10 | Listed | Listed | Listed | Not Listed |

| PRODUCT COMPOSITION CAS# | % | CERCLA: | SARA 302: | SARA 313: |
|---|---------|------------|------------|------------|
| Aliphatic hydrocarbon blend 69430-33-7 | 75 min. | Not Listed | Not Listed | Not Listed |
| Diethylene glycol butyl ether 112-34-5 | 10 | Not Listed | Not Listed | Listed |

| PRODUCT COMPOSITION CAS# | % | Canada WHMIS: |
|---|----|---------------|
| Diethylene glycol butyl ether 112-34-5 | 10 | Listed |

None of the components of this material are included in the Massachusetts Substance List nor are present at or above reportable levels.

NEUGENIC 4175, Semi-Aqueous Cleaner

The following components of this material are included in the New Jersey Substance List and are present at or above reportable levels.

| PRODUCT COMPOSITION CAS# | % | NJRTL: |
|---|----|--------|
| Diethylene glycol butyl ether 112-34-5 | 10 | Listed |

The following components of this material are included in the Pennsylvania Substance List and are present at or above reportable levels.

| PRODUCT COMPOSITION CAS# | % | PARTK: |
|---|----|--------|
| Diethylene glycol butyl ether 112-34-5 | 10 | Listed |

16. OTHER INFORMATION

This information was compiled from current, reliable sources and is believed to be correct. As data, and/or regulations change, and conditions of use and handling are beyond our control, no warranty, express or implied, is made as to completeness or continuing accuracy of this information.

*** END OF MSDS ***



May 20, 2013

Mr. David Swope
Project Manager
College of DuPage
Facilities Planning and Construction
425 Fawell Boulevard
Glen Ellyn, Illinois 60137

**RE: Asbestos-Containing Material Bulk Sampling @
College of DuPage – Student Resource Center, 2nd Floor North
Glen Ellyn, Illinois 60137
Project No. A139010014**

Dear Mr. Swope:

Attached are the results of the bulk sampling Carnow, Conibear & Assoc., Ltd. (Carnow Conibear) conducted at the above referenced location. The bulk sampling was limited to suspect asbestos-containing floor tiles as identified by Morton Construction in the 2nd Floor SRC North renovation area. Carnow Conibear representative, Mr. Douglas McCormick conducted the bulk sampling on May 17, 2013. Mr. McCormick is licensed by the Illinois Department of Public Health (IDPH) as an asbestos building inspector (IDPH License No. 100-8904).

All bulk samples were collected according to methods described in USEPA guidelines. The sample collected was stored in a sample bag with a unique sample identification number. A chain of custody (COC) form was signed and dated by the inspector, the delivering representative, and the laboratory representative who received the samples. The samples were submitted to Stat Analysis Corporation (STAT) for analysis.

STAT's laboratory is accredited for bulk asbestos fiber analysis by the National Voluntary Laboratory Accreditation Program (NVLAP). STAT utilized dispersion staining and polarized light microscopy (PLM) techniques for analyzing the samples consistent with National Institute for Occupational Safety and Health (NIOSH) Methods. PLM is the EPA's recognized method for determining bulk asbestos content.

Table I presents the results of the bulk sample analysis, material description, material location, and laboratory result.

Table I: Asbestos Bulk Sample Laboratory Results

| MATERIAL DESCRIPTION | MATERIAL LOCATION | LABORATORY RESULT | COMMENT |
|---|--|---------------------------------|--|
| 12"x12" Off White with Blue and Peach Spots Floor Tile | Circulation area (2026), Audio Visual Repair (2628) | ND | |
| Mastic Associated with 12"x12" Off White with Blue and Peach Spots Floor Tile | Circulation area (2026), Audio Visual Repair (2628) | ND | |
| 12"x12" Off White with Grey Spots Floor Tile | Audio Visual Area (2620) | ND | |
| Mastic Associated with 12"x12" Off White with Grey Spots Floor Tile | Audio Visual Area (2620) | ND | |
| 12"x12" Floor Tile Under Carpet | Southwest circulation hallway by classroom 2640 | ND | |
| Mastic Associated with 12"x12" Floor Tile Under Carpet | Southwest circulation hallway by classroom 2640 | 1-5% Chrysotile Asbestos | |
| 12"x12" Tan with Dark Brown Specks Floor Tile | Audio Visual Storage (2624), Evidence Room (2017), Lost & Found (2017A), Records Vault (2015A), Records Storage (2015D), Corridor by Records/Conference RM 2011 | ND | Material is Presumed to be under carpet throughout the Records Office Area (2015) |
| Mastic Associated with 12"x12" Tan with Dark Brown Specks Floor Tile | Audio Visual Storage (2624), Evidence Room (2017), Lost & Found (2017A), Records Vault (2015A), Records Storage (2015D), Corridor by Records/Conference RM 2011 | 1-5% Chrysotile Asbestos | Material is Presumed to be under carpet throughout the Records Office Area (2015) |
| 12"x12" Off White with Blue Spots Floor Tile | Northwest service corridors | ND | |
| Mastic Associated with Off White with Blue Spots Floor Tile | Northwest service corridors | ND | |
| 12"x12" Off White with Brown Spots Floor Tile | Viewing Room (2632) | ND | |
| Mastic Associated with Off White with Brown Spots Floor Tile | Viewing Room (2632) | ND | |

The Occupational Safety and Health Administration (OSHA), IDPH, and EPA define an asbestos containing material as any material containing greater than 1 percent asbestos.

ND – Asbestos Not Detected

Locations are provided for reference only. Materials may exist in other areas not noted.

See Attachment A for laboratory sample results and chain of custody documentation, Attachment B for Mr. McCormick's current licenses and accreditations, and Attachment C for positive material locations drawing. Please feel free to call me directly at (312) 762-2919 if you have any questions or require any additional information.

Sincerely,

CARNOW, CONIBEAR & ASSOC., LTD.



Douglas McCormick
Field Supervisor



Daniel Juneau
Director of Operations

K:_comwpd\Projects\College of Du Page\BIC_SRC Renovation 2008 - 2011\2nd Floor SRC\Bulk Sampling Summary 2nd floor SRC 5.20.13.docx

**CARNOW
CONIBEAR**

ATTACHMENT A

**CARNOW
CONIBEAR**

STAT Analysis Corporation

2242 West Harrison St., Suite 200, Chicago, IL 60612-3766
 Tel: (312) 733-0551 Fax: (312) 733-2386 STATinfo@STATAnalysis.com



NVLAP Lab Code 101202-0

ASBESTOS ANALYSIS BY POLARIZED LIGHT MICROSCOPY

Method: EPA 600/M4-82-020

Carnow, Conibear, & Associates
 600 W. Van Buren Street, Suite 500
 Chicago, IL 60607
 Phone: (312) 782-4486
 Fax: (312) 782-5145

Reference: A139010014
 Location: SRC 2nd Floor
 Batch No.: 306658
 Customer No.: 141

Date Received: 05/17/2013
 Date Analyzed: 05/20/2013
 Date Reported: 05/20/2013
 Turn Around Time: 1 Day

| Laboratory Sample | Customer Sample Number | Asbestos Components (%) | Non-Asbestos Components (%) |
|-------------------|------------------------|-------------------------|-----------------------------|
| 306658001 | DM051713-01 | ND | Binder 99-100% |
| 306658002 | DM051713-02 | ND | Binder 99-100% |
| 306658003 | DM051713-03 | ND | Binder 99-100% |
| 306658004 | DM051713-04 | ND | Binder 99-100% |
| 306658005 | DM051713-05 | ND | Binder 99-100% |
| 306658006 | DM051713-06 | ND | Binder 99-100% |
| 306658007 | DM051713-07 | ND | Binder 99-100% |
| 306658008 | DM051713-08 | ND | Binder 99-100% |
| 306658009 | DM051713-09 | ND | Binder 99-100% |
| 306658010 | DM051713-10 | ND | Binder 99-100% |
| 306658011 | DM051713-11 | ND | Binder 99-100% |
| 306658012 | DM051713-12 | ND | Binder 99-100% |
| 306658013 | DM051713-13 | ND | Binder 99-100% |
| 306658014 | DM051713-14 | ND | Binder 99-100% |
| 306658015 | DM051713-15 | ND | Binder 99-100% |
| 306658016 | DM051713-16 | Chrysotile 1-5% | Binder 95-99% |
| 306658017 | DM051713-17 | Chrysotile 1-5% | Binder 95-99% |
| 306658018 | DM051713-18 | Chrysotile 1-5% | Binder 95-99% |

ND = Asbestos Not Detected (Not Present) NA = Not Analyzed NS = Not Submitted

Components of inhomogeneous samples are analyzed per our Standard Operating Procedure, or per customer request.

The use of the NVLAP logo does not imply endorsement by NVLAP or any agency of the US Government.

The information contained in this report and any attachments is confidential information intended only for the use of the individual or entities named above. The results of this report relate only to the samples tested. If you have received this report in error, please notify us immediately by phone. This report shall not be reproduced, except in its entirety, unless written approval has been obtained from the laboratory. This report remains property of STAT Analysis until payment is received in full (see invoice).

Analyzed by Name:

Henry Robateau / Microscopist

ASBESTOS ANALYSIS BY POLARIZED LIGHT MICROSCOPY

Method: EPA-600/M4-82-020

Carnow, Conibear, & Associates
 600 W. Van Buren Street, Suite 500
 Chicago, IL 60607
 Phone: (312) 782-4486
 Fax: (312) 782-5145

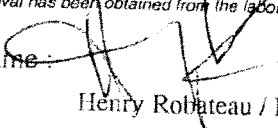
Reference: A139010014
 Location: SRC 2nd Floor
 Batch No.: 306658
 Customer No.: 141

Date Received: 05/17/2013
 Date Analyzed: 05/20/2013
 Date Reported: 05/20/2013
 Turn Around Time: 1 Day

| Laboratory Sample | Customer Sample Number | Asbestos Components (%) | Non-Asbestos Components (%) |
|-------------------|------------------------|-------------------------|-----------------------------|
| 306658019 | DM051713-19 | ND | Binder 99-100% |
| 306658020 | DM051713-20 | ND | Binder 99-100% |
| 306658021 | DM051713-21 | ND | Binder 99-100% |
| 306658022 | DM051713-22 | Chrysotile 1-5% | Binder 95-99% |
| 306658023 | DM051713-23 | Chrysotile 1-5% | Binder 95-99% |
| 306658024 | DM051713-24 | Chrysotile 1-5% | Binder 95-99% |
| 306658025 | DM051713-25 | ND | Binder 99-100% |
| 306658026 | DM051713-26 | ND | Binder 99-100% |
| 306658027 | DM051713-27 | ND | Binder 99-100% |
| 306658028 | DM051713-28 | ND | Binder 99-100% |
| 306658029 | DM051713-29 | ND | Binder 99-100% |
| 306658030 | DM051713-30 | ND | Binder 99-100% |
| 306658031 | DM051713-31 | ND | Binder 99-100% |
| 306658032 | DM051713-32 | ND | Binder 99-100% |
| 306658033 | DM051713-33 | ND | Binder 99-100% |
| 306658034 | DM051713-34 | ND | Binder 99-100% |
| 306658035 | DM051713-35 | ND | Binder 99-100% |
| 306658036 | DM051713-36 | ND | Binder 99-100% |

ND = Asbestos Not Detected (Not Present) NA = Not Analyzed NS = Not Submitted
 Components of inhomogeneous samples are analyzed per our Standard Operating Procedure, or per customer request.
 The use of the NVLAP logo does not imply endorsement by NVLAP or any agency of the US Government.

The information contained in this report and any attachments is confidential information intended only for the use of the individual or entities named above. The results of this report relate only to the samples tested. If you have received this report in error, please notify us immediately by phone. This report shall not be reproduced, except in its entirety, unless written approval has been obtained from the laboratory. This report remains property of STAT Analysis until payment is received in full (see invoice).

Analyzed by Name: 
 Henry Robateau / Microscopist



STAT Analysis Corporation

2242 W. Harrison, Suite 200, Chicago, Illinois 60612 Phone: (312) 733-0531 Fax: (312) 733-2386
 e-mail address: STATinfo@STATAnalysis.com AIHA accredited 101160 NVLAP lab code 101292-0

CHAIN OF CUSTODY RECORD

Page: 3 of 3

Client: Carnow Conibear & Assoc., Ltd.
 Street Address: 600 W Van Buren St. Suite 500
 City, State, Zip: Chicago Illinois 60608
 Phone: 312-762-2919
 Fax: 312.782.5145
 e-mail/Alt. Fax: dmccormick@ccatt.com
 Project Number: A139010014
 Project Name: College of DuPage
 Project Location: SRC 2nd Floor
 Project Manager: Douglas McCormick
 P.O. Number:

Turn Around: Immediate 4 Hrs 8 Hrs 24 Hrs 1 Day 2 Days 3 Days 5 Days
 Date Due: _____
 Note: Not all turn around times are available for all analysis.
 Relinquished by: [Signature] Date/Time: 5/17/13 1:35 PM
 Received by: [Signature] Date/Time: 5/17/13 1:35 PM
 Relinquished by: _____ Date/Time: _____
 Received by: _____ Date/Time: _____
 Relinquished by: _____ Date/Time: _____
 Received by: _____ Date/Time: _____

OFFICE USE ONLY BELOW:
 Batch No: 306658
 Samples Acceptable: Yes No
 Checked by (Initial/Date): [Signature] 5/17/13
 QC by (Initial/Date): [Signature] 5/20/13
 Reported By (Initial/Date/Time/Method): _____

| Client Sample Number/Description; Date Taken | Time | | Rate (lpm) | Volume (Liters) | Area Wiped (ft ²) | Laboratory Sample No. | Comments |
|---|------|-----|------------|-----------------|-------------------------------|-----------------------|----------|
| | On | Off | | | | | |
| 01 DMOS 7/13 12" x 12" off white OM w/ Blue & Peach Spots Floor Tile | | | | | | | |
| 02 | | | | | | | |
| 03 | | | | | | | |
| 04 MASTIC | | | | | | | |
| 05 | | | | | | | |
| 06 | | | | | | | |
| 07 12" x 12" off white w/ Peach Spots Floor Tile | | | | | | | |
| 08 | | | | | | | |
| 09 | | | | | | | |
| 10 MASTIC | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |

Comments: Please send copy of results to: djuneau@ccatt.com



Analysis Corporation

2242 W. Harrison, Suite 200, Chicago, Illinois 60612 Phone: (312) 733-0551 Fax: (312) 733-2386
e-mail address: STATInfo@STATAnalysis.com AIHA accredited 101160 NVLAP lab code 101202-0

CHAIN OF CUSTODY RECORD

Page: 2 of 3

Client: Carnow Conibear & Assoc., Ltd.
 Street Address: 600 W Van Buren St. Suite 500
 City, State, Zip: Chicago Illinois 60608
 Phone: 312 762 2519
 Fax: 312.782.5145
 e-mail/Alt. Fax: dmccormick@ccelt.com
 Project Number: A130010014
 Project Name: College of DuPage
 Project Location: SEC 2 in PL
 Project Manager: Douglas McLernick
 P.O. Number:

Turn Around: 4 Hrs 8 Hrs 24 Hrs 1 Day 2 Days 3 Days 5 Days
 Date Due: _____
 Time Due: _____

Note: Notifications around times are available for all analysis.

Relinquished by: [Signature] Date/Time: 5/12/13 1:35pm

Received by: [Signature] Date/Time: 5/12/13 1:35pm

Relinquished by: _____ Date/Time: _____

Received by: _____ Date/Time: _____

Relinquished by: _____ Date/Time: _____

Received by: _____ Date/Time: _____

Batch No.: **306658**
 Samples Acceptable: Yes No
 Checked by (Initial/Date): [Signature] 5/12/13
 QC by (Initial/Date): _____
 Reported By (Initial/Date/Time/Method): _____

| Client Sample Number/Description: Date Taken | Time | | Rate (lpm) | Volume (Liters) | Area Wiped (ft ²) | Laboratory Sample No. | Comments |
|--|------|-----|------------|-----------------|-------------------------------|-----------------------|---|
| | On | Off | | | | | |
| 13 - 12"x12" Floor Tile Under Carpet 5/11/13 | | | | | | | PCM Asbestos PLM Asbestos (Bulk) <input checked="" type="checkbox"/> PLM Point Count PLM Gravimetric TEM Air Asbestos TEM Bulk Asbestos TEM Gravimetric Asb. TEM Microvase Asb. TEM Water |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 MASTIC | | | | | | | |
| 17 | | | | | | | |
| 18 ↓ | | | | | | | |
| 19 12"x12" Tan w/Dark Brown Seams Floor Tile | | | | | | | |
| 20 | | | | | | | |
| 21 | | | | | | | |
| 22 MASTIC | | | | | | | |
| 23 ↓ | | | | | | | |
| 24 ↓ | | | | | | | |

Comments:



STAT Analysis Corporation

2242 W. Harrison, Suite 200, Chicago, Illinois 60612 Phone: (312) 733-0551 Fax: (312) 733-2386
 e-mail address: STATinfo@STATAnalysis.com AIHA accredited 101169 NVLAP lab code 101202-0

CHAIN OF CUSTODY RECORD Page: 3 of 3

Client: Carnow Conibeare & Assoc., Ltd.
 Street Address: 600 W Van Buren St. Suite 500
 City, State, Zip: Chicago Illinois 60608
 Phone: 312.762.2519
 Fax: 312.782.5145
 e-mail/Alt. Fax: dmccormick@csa-llc.com
 Project Number: A139010014
 Project Name: College of DuPage
 Project Location: SRC 2nd Floor
 Project Manager: Douglas McCormick
 P.O. Number:

Turn Around: Immediate: 4 Hrs: 8 Hrs: 24 Hrs: 1 Day: 2 Days: 3 Days: 5 Days:
 Date Due: _____
 Note: Not all turn around times are available for all analysis.
 Relinquished by: [Signature] Date/Time: 5/13/13 09:55 pm
 Received by: [Signature] Date/Time: 5/13/13 13:35
 Relinquished by: _____ Date/Time: _____
 Received by: _____ Date/Time: _____
 Relinquished by: _____ Date/Time: _____
 Received by: _____ Date/Time: _____

Batch No.: 306658
 Samples Acceptable: Yes No
 Checked by (Initial/Date): [Signature] 5/13/13
 QC by (Initial/Date): _____
 Reported By (Initial/Date/Time/Method): _____
 Comments: _____

| Client Sample Number/Description | Date Taken | | Time | | Rate (lpm) | Volume (Liters) | Area Wiped (ft ²) | Laboratory Sample No. |
|--|------------|---------|------|-----|------------|-----------------|-------------------------------|-----------------------|
| | On | Off | On | Off | | | | |
| 26 DMOSLTH3 - | | | | | | | | |
| 27 12" x 24" off white w/ blue spots Floor tile | | 5/13/13 | | | | | | |
| 28 MASTIC | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 12" x 24" off white w/ Brown spots Floor tile | | | | | | | | |
| 32 | | | | | | | | |
| 33 | | | | | | | | |
| 34 MASTIC | | | | | | | | |
| 35 | | | | | | | | |
| 36 | | | | | | | | |

Comments: _____

ATTACHMENT B

Douglas McCormick

Illinois Licensed Asbestos Inspector, Project Manager, and
Air Sampling Professional



ASBESTOS PROFESSIONAL LICENSE

| | | |
|-------------|-----------|------------|
| ID NUMBER | ISSUED | EXPIRES |
| 100 - 08904 | 4/11/2013 | 05/15/2014 |

DOUGLAS M MCCORMICK
2001 HABBERTON
PARK RIDGE, IL 60068



Environmental Health

ENDORSEMENTS

TC EXPIRES

INSPECTOR

10/10/2013

PROJECT MANAGER
AIR SAMPLING PROFESSIONAL

9/7/2013

Alteration of this license shall result in legal action
This license issued under authority of the State of Illinois
Department of Public Health

This license is valid only when accompanied by a valid
training course certificate.

**CARNOW
CONIBEAR**



Occupational Training & Supply, Inc.

7233 Adams Street • Willowbrook, IL 60527 • (630) 655-3900

Douglas M. McCormick

has successfully completed the 4 hour Asbestos Building Inspector Refresher Course and has passed the competency exam with a minimum score of 70%. This course is accredited by the Illinois Department of Public Health and the Indiana Department of Environmental Management for purposes of accreditation in accordance with EPA 40 CFR 763, Asbestos Hazard Emergency Response Act (AHERA) and TSCA Title II. This training course complies with the requirements of TSCA Title II and is accredited by the state of Wisconsin Department of Health Services under CH DHS159, Wisconsin Administration Code.

Asbestos Abatement Building Inspector Refresher

Certificate: BIRWI1210101791

Location: 12304 75th Street Kenosha, WI 53142

Course Date: 10/10/2012

Examination Date: 10/10/2012

Expiration Date: 10/10/2013

Issue Date: 10/10/2012



Kathy DeSalvo, Director

2012

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS APPROVAL

1. SUBJECT

Water Treatment Chemicals (Emergency Expenditure).

2. BUDGET STATUS

Funds in the amount of \$6,988.66 are being provided by the Operations & Maintenance Budget #02-70-00705-5401004.

3. BACKGROUND INFORMATION

This item represents a request for the Board to approve a non-bid emergency expenditure for water treatment chemicals to H-O-H Water Technology in the amount of \$6,988.06. These chemicals, which are used in the chilled water and condenser water systems for campus air conditioning systems, prevent damage to the equipment, as well as prevent Legionnaires' disease. These chemicals were ordered under emergency conditions while the Facilities Department was bidding and seeking Board approval for FY2014-FY2016 water treatment chemical supplies.

As the typical low bidder, H-O-H has provided water treatment chemicals to COD for many years. They also were the lowest bidder in response to a June 2013 bid for water treatment chemicals, which the Board approved on June 26, 2013.

At the beginning of the FY 2013, the Facilities Department budgeted \$20,000 for water treatment chemical supplies. However, due to the unusually hot weather conditions last year, we used more chemicals than initially anticipated. With this emergency purchase, the total expenditure on water treatment chemicals for FY2013 exceeds \$25,000 which requires Board approval. In order to protect the equipment and the potential spread of disease, the emergency expenditure was made and we are now requesting Board approval.

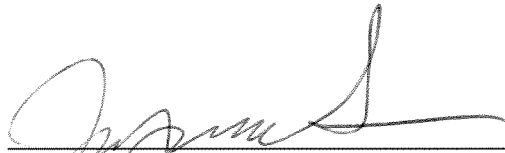

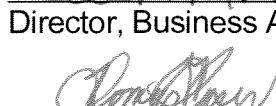

4. RECOMMENDATION

That the Board of Trustees approve the emergency purchase of water treatment chemicals for Facilities Operations from H-O-H Water Technology, Inc., Palatine, Illinois, for a total expenditure of \$6,988.66.

SIGNATURE PAGE FOR WATER TREATMENT CHEMICALS (EMERGENCY
EXPENDITURE)

ITEM(S) ON REQUEST

That the Board of Trustees approve the emergency purchase of water treatment chemicals for Facilities Operations from H-O-H Water Technology, Inc., Palatine, Illinois, for a total expenditure of \$6,988.66.

| | |
|---|----------|
|  | 7/3/2013 |
| Director, Facilities Operations | Date |
|  | 7-3-13 |
| Director, Business Affairs | Date |
|  | 7/3/2013 |
| Senior Vice President, Administration and Treasurer | Date |
|  | 7/8/13 |
| Executive Vice President | Date |

11. ANNOUNCEMENTS

A. Communications

B. Calendar Dates

Campus Events

- **Thursday, August 22, 2013
Regular Board Meeting
SSC-2200 ~ 7:00 p.m.**

Regular Board Meeting Agenda
July 25, 2013

12. ADJOURN