

**REGULAR MEETING  
OFFICE OF SHAWNEE COMMUNITY COLLEGE  
8364 SHAWNEE COLLEGE ROAD  
ULLIN, ILLINOIS  
October 5, 2009**

A regular meeting of the Board of Shawnee Community College District No. 531 was held on October 5, 2009. The meeting was called to order by Chair Maxine Russell. The roll call was as follows:

Present

Ms. Cathy Belcher  
Mr. Scott Farmer  
Dr. Manul Goins  
Mr. Don Patton  
Ms. Maxine Russell  
Dr. Richard Trampe  
Mr. Wesley Wright  
Ms. Sumer Helton (student trustee)

Absent

Others Present

Dr. Larry Peterson, President  
Mark Johnson, Attorney  
Dr. Tim Bellamey, Vice President of Instructional Services  
Tiffiney Ryan, Business Manager  
Carolyn Kindle, Interim Vice President of Student Services  
Beth Darden, Exec. Administrative Assistant to President/Board  
Sharon Felker, Public Relations Specialist  
Craig Fitzgerald, student and Lifelong Learning Award Recipient  
Phyllis Sander, Instructor  
David Pistorius, Vice President, First Midstate, Inc.

Dr. Peterson introduced Craig Fitzgerald, SCC recipient of the ICCTA Lifelong Learning Award who addressed the board on what the college has meant to him and that education is a very serious and positive investment. He stated that faculty at SCC had more than prepared him for transferring to Southern Illinois University.

A motion was made by Dr. Richard Trampe and seconded by Mr. Don Patton to approve the consent agenda as follows:

- A. Minutes of regular meeting of September 8, 2009 and special meeting of September 22, 2009
- B. Consideration of Treasurer's Reports
- C. Approval of Bills:

Education Fund	\$666,109.28
Building Fund	94,504.64
Restricted Building Fund	128,529.85
Bond and Interest	0.00
Aux. Enterprise Fund	140,480.53
Rest. Purposes Fund (Grant)	118,368.60

Rest. Purposes Fund – FWS	4,073.76
Rest. Purposes Fund – PELL	6,329.93
Rest. Purposes Fund – SEOG	0.00
Trust and Agency Fund	408.80
Audit Fund	10,000.00
Liability Protection Settlement Fund	24,539.38
TOTAL	\$1,193,344.77

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Wesley Wright and seconded by Dr. Manul Goins to approve the addendum to the Education Fund to make an inter fund loan from the education fund to the restricted purposes fund to cover a shortage of funds till FY09 state grant payments are received.

**SHAWNEE COMMUNITY COLLEGE**


**ADDENDUM TO EDUCATION FUND**

October 5, 2009

<u>Date</u>	<u>Vendor</u>	
08/31/09	Shawnee Community College Restricted Purposes Fund Ulin, IL 62992	\$74,000.00

To make an inter fund loan from the education fund to the restricted purpose fund to cover a shortage of funds till FY09 state grant payments are received.

  
Chairman

  
Secretary

10-5-09  
Date

On roll call vote, the members voted as follows:

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Scott Farmer and seconded by Dr. Manul Goins to approve the addendum to the Education Fund to repay an inter fund loan dated 3/31/09 originally made from the restricted building fund to the education fund to cover a shortage of funds.

**SHAWNEE COMMUNITY COLLEGE**


**ADDENDUM TO EDUCATION FUND**

October 5, 2009

<u>Date</u>	<u>Vendor</u>	
08/31/09	Shawnee Community College Restricted Building Fund Ullin, IL 62992	\$424,000.00

To repay an inter fund loan dated 3/31/09 originally made from the restricted building fund to the education fund to cover a shortage of funds.

  
Chairman

  
Secretary

10-5-09  
Date

On roll call vote, the members voted as follows:

Mr. Wesley Wright – yes  
Ms. Sumer Helton – yes (advisory vote)  
Ms. Cathy Belcher - yes  
Mr. Scott Farmer - yes  
Dr. Manul Goins – yes  
Mr. Don Patton - yes  
Ms. Maxine Russell – yes  
Dr. Richard Trampe - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

## **FACULTY REPORT**

Phyllis Sander reported:

- Phyllis Sander participated in a webinar on Alice Programming and Multimedia creations for gaming provided by Pearson Publishing. Phyllis Sander met with the Southern Illinois Business Education Association executive board to plan the fall meeting to be held on October 20 at Carbondale High School. Phyllis will be presenting on technologies to enhance learning in the business classroom. Phyllis also participated in a webinar on Microsoft Office 2010 and Windows Operating System 7 offered by Pearson Publishing. Phyllis Sander toured the CISCO NOW van to learn about new networking technologies in the area of telephony. The tour was made available through Technology and Networking and Drury of Cape Girardeau.
- Brett Whitnel presented services of the SCC SBA office to the BUS 128 Introduction to Management (entrepreneurial emphasis) class.
- Nu Alpha Phi Beta Lambda members were inducted and officers installed on September 30. PBL members assisted SIDEZ with booth activities on Friday, October 2, at the Vienna Festival. Monies raised from the activities were dedicated to the Willard Murrie Scholarship fund at Shawnee Community College.
- Sharon Walker attended the Education Alliance Meeting held at Carbondale. This committee plans the Closing the Gap Teachers Conference for Southern Illinois.
- Dada/Surrealism Day was held on September 30 and is sponsored by the Art Department.
- Members of the Student Academic Assessment Committee along with Connie McGinnis and Phyllis Sander have recently attended Webinars offered by WEAVE Online to become familiar with the process of recording academic assessment data and future uses for the data. Faculty have created goals and objectives for all departments and programs that are currently offered and will be entered into WEAVE Online at the annual assessment in-service to be held at the Anna Extension Center on Friday, October 9<sup>th</sup>.

## **VICE PRESIDENTS REPORTS**

Tim Bellamey Reported:

- The Adult Education Department submitted a grant application for 2.3 million over 3 years to the Department of Education for transitioning adult learners into health related careers.
- The Adult Education program has also received a \$25,000 ICCB Workforce Investment Grant for this year.
- Division chairs and extension center directors are working on the spring 2010 schedule.

- Volunteers and staff are busy preparing for the upcoming fall performance of *Willie Wonka and the Chocolate Factory* to be held the weekend of November 6 and 7. Ticket reservation forms were included with the Board's agenda packet.

Carolyn Kindle reported:

- She attended a Retention Conference and heard Vincent Tinto give an outstanding presentation. He authored a book called *Taking Retention Seriously*.
- Talent Search senior enrollment data for 2008-2009 reflects that, out of 70 seniors served, 46 (65%) came to SCC, 6 enlisted in the military, 6 gained employment, 9 enrolled in 4-year universities, and 3 enrolled at other 2-year colleges.
- Carolyn will be visiting each advisor and going over their duties and responsibilities. Job descriptions have been updated and were reviewed by Terry Nunn and James Dumas. Carolyn distributed a schedule of advisory high school visits.
- Dr. Peterson spoke of the great job Carolyn is doing working with student retention and working with faculty. Her main focus is what is best for our students and that is reflected through her decisions. In the future, the college would benefit from establishing a writing center and math help room and Rhonda Dillow has been visiting similar labs to gather ideas.

Tiffney Ryan Reported:

- Construction on the Medical Arts and Science Building is on schedule and it should meet the October 30 completion date.
- To date 810,000 of 2.75 million has been paid off on the tax anticipation warrants.
- The FY09 audit field work has been completed and the report should be presented to the Board at its November meeting. Robert Odum reported no findings.

#### **STUDENT TRUSTEE REPORT**

Summer Helton reported:

- Student Senate freshman elections were held and the group is now focused on planning Fall Fest and Homecoming.
- Student Senate is assisting with the SMART food drive.
- PIK held its new member orientation today and will be inducting the new members on October 19.
- Attended her first SAC meeting on September 11 and 12. She will also be attending a MAP grant rally on October 15<sup>th</sup>.

#### **FOUNDATION REPORT**

Cathy Belcher reported:

- The Foundation Board met September 10 and wrapped up plans for the September 28<sup>th</sup> invitational golf tournament at Dalhousie Golf Course.
- Approved payment of all local vendors with money approved for use through the Department of Education-Endowment Fund.
- Will be holding their annual meeting on October 8 and will be electing new officers and discussing changing to quarterly meetings.
- Discussed options for utilization of the student housing facility (SMART, police training facility, homeless veterans facility)

## **ICCTA REPORT**

Don Patton reported:

- The Southeast Region Trustee meeting was held at Rend Lake College on September 21. Trustees present from the college included Manul Goins, Cathy Belcher, and Chairperson Maxine Russell as well as Dr. Larry Peterson.
- The billboard project "Why Invest in Community College" has been seen throughout the state. Currently, one is posted on 4<sup>th</sup> and Washington Streets in Cairo.
- ACCT Congress will meet this week in San Francisco from October 7 – 11, 2009.

## **PRESIDENT'S REPORT**

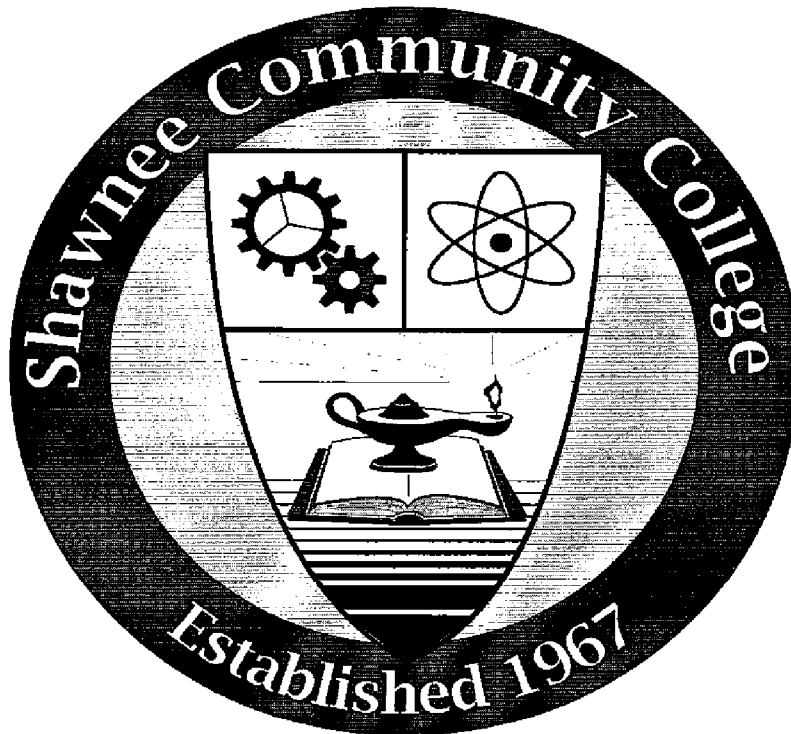
Dr. Peterson Reported:

- The Delta Regional Caucus was held in Washington, DC. Dr. Peterson, Mr. Patton, and Dr. Trampe attended. Mr. Patton and Dr. Trampe also made comments regarding the meeting and sessions they attended.
- Gave an accounting of federal and state grants received during this past year. (\$96,000 USDA new trucks; \$90,000 sheet metal equipment; \$76,000 wireless internet; \$50,000 dual credit programs; and \$240,000 economic development. With assistance of Guy Alongi received \$25,000 Bridge to Healthcare grant; \$25,000 veterans funding, and \$25,000 literacy grant.
- October 17<sup>th</sup> Inaugural President's Scholarship Fund Raiser and Congressman Costello is the keynote speaker. Over 200 reservations have been made to date – 15 corporate table sponsors, 2 silver sponsors, and 1 gold sponsor (Johnson and Schneider).

A motion was made by Dr. Richard Trampe and seconded by Mr. Don Patton to approve the FY2010 budget as attached.

STATE OF ILLINOIS

COMMUNITY COLLEGE DISTRICT 531



**ANNUAL BUDGET FOR FISCAL YEAR**

**2009-2010**

Shawnee Community College  
8364 Shawnee College Road  
Ullin, IL 62992

## Summary of Fiscal Year 2009-10 Budget by Fund

	General		Special Revenue		
	Education Fund	Operations and Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection and Settlement Fund
Beginning Balance	\$540,450	\$260,001		\$25,000	
Budgeted Revenue	12,869,665	1,291,165	4,530,706	21,000	713,099
Budgeted Expenditures	(12,890,807)	(1,551,166)	(4,530,706)	(21,000)	(713,099)
Budgeted Transfers from (to) Other Funds	(519,208)				
<b>Budgeted Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>

	Debt Service	Capital Projects	Proprietary Fund
	Bond and Interest Fund	Operations and Maintenance Fund (Restricted)	Auxiliary Enterprises Fund
Beginning Balance	\$680,000	\$1,334,000	\$375,000
Budgeted Revenue	1,036,875	231,000	1,895,201
Budgeted Expenditures	(1,036,875)	(1,565,000)	(2,789,409)
Budgeted Transfers from (to) Other Funds			519,208
<b>Budgeted Ending Balance</b>	<b>\$680,000</b>	<b>\$0</b>	<b>\$0</b>

The official budget which is accurately summarized in this document was approved on \_\_\_\_\_

Attest: \_\_\_\_\_  
Secretary, Board of Trustees

## Summary of Fiscal Year 2009-10 Estimated Revenues

District: Shawnee Community College

District No: 531

Year Ended: June 30, 2010

<u>Operating Revenues by Source</u>	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Total Operating Funds</u>
<b>Local government:</b>			
Current taxes	\$1,114,599	\$509,683	\$1,624,282
Chargeback revenue	100		100
<b>TOTAL LOCAL GOVERNMENT</b>	<b><u>\$1,114,699</u></b>	<b><u>\$509,683</u></b>	<b><u>\$1,624,382</u></b>
<b>State government:</b>			
ICCB Credit Hour Grants	\$1,330,896	\$552,088	\$1,882,984
ICCB Equalization Grants	3,682,031		3,682,031
State Board of Education- Vocational Education	80,995		80,995
Corporate Personal Property Replacement Tax	310,182	103,394	413,576
<b>TOTAL STATE GOVERNMENT</b>	<b><u>\$5,404,104</u></b>	<b><u>\$655,482</u></b>	<b><u>\$6,059,586</u></b>
<b>Federal government:</b>			
Other	\$100		\$100
<b>TOTAL FEDERAL GOVERNMENT</b>	<b><u>\$100</u></b>		<b><u>\$100</u></b>
<b>Student Tuition and Fees:</b>			
Tuition	\$5,591,500		\$5,591,500
Fees	351,812		351,812
<b>TOTAL TUITION AND FEES</b>	<b><u>\$5,943,312</u></b>		<b><u>\$5,943,312</u></b>
<b>Other sources:</b>			
Sales and Service Fees	\$17,000		\$17,000
Facilities revenue		125,000	125,000
Investment revenue	1,000	500	1,500
Other sources	389,350	500	389,850
<b>TOTAL OTHER SOURCES</b>	<b><u>\$407,350</u></b>	<b><u>\$126,000</u></b>	<b><u>\$533,350</u></b>
<b>TOTAL 2008-09 BUDGETED REVENUE</b>	<b><u>\$12,889,565</u></b>	<b><u>\$1,291,165</u></b>	<b><u>\$14,160,730</u></b>
<b>Less non-operating items*:</b>			
Tuition chargeback revenue	\$100		\$100
<b>ADJUSTED REVENUE</b>	<b><u>\$12,889,465</u></b>	<b><u>\$1,291,165</u></b>	<b><u>\$14,160,630</u></b>

\*Inter-district revenues that do not generate related local district credit hours are subtracted to allow for statewide comparisons.

## Summary of Fiscal Year 2009-10 Operating Budgeted Expenditures

<u>By Program</u>	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Total Operating Funds</u>	<u>%</u>
Instruction	\$5,604,628		\$5,604,628	37.46%
Academic Support	458,500		458,500	3.06%
Student Services	1,143,641		1,143,641	7.64%
Public Services	217,072		217,072	1.45%
Operation & Maint. of Plant		1,551,166	1,551,166	10.37%
Institutional Support	3,388,306		3,388,306	22.65%
Scholarship, Student Grants, & Waivers	2,078,660		2,078,660	13.89%
<b>TRANSFERS</b>	519,208		519,208	3.47%
<b>Total 2008-09 Budgeted Expenditures</b>	<b><u>\$13,410,015</u></b>	<b><u>\$1,551,166</u></b>	<b><u>\$14,961,181</u></b>	<b><u>100%</u></b>
<b>ADJUSTED EXPENDITURES</b>	<b><u>\$13,410,015</u></b>	<b><u>\$1,551,166</u></b>	<b><u>\$14,961,181</u></b>	
 <b><u>By Object</u></b>				
Salaries	\$7,253,875	\$208,713	\$7,462,588	49.88%
Employee Benefits	637,000	\$28,295	665,295	4.45%
Contractual Services	745,082	\$433,425	1,178,507	7.88%
General Materials & Supplies	700,010	\$103,350	803,360	5.37%
Conference & Meeting Expense	145,620	\$250	145,870	0.97%
Fixed Charges	133,960	\$0	133,960	0.90%
Utilities	140,600	\$539,033	679,633	4.54%
Capital Outlay	231,000	\$35,100	266,100	1.78%
Other	2,103,660	\$3,000	2,106,660	14.08%
Provision for Contingency	800,000	\$200,000	1,000,000	6.68%
<b>TRANSFERS</b>	519,208		519,208	3.47%
<b>Total 2008-09 Budgeted Expenditures</b>	<b><u>\$13,410,015</u></b>	<b><u>\$1,551,166</u></b>	<b><u>\$14,961,181</u></b>	<b><u>100%</u></b>
<b>ADJUSTED EXPENDITURES</b>	<b><u>\$13,410,015</u></b>	<b><u>\$1,551,166</u></b>	<b><u>\$14,961,181</u></b>	

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Education Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	\$4,836,439	
Employee Benefits	290,979	
Contractual Services	80,860	
General Materials & Supplies	165,235	
Conference & Meeting Expense	33,455	
Fixed Charges	95,960	
Utilities	76,700	
Other	25,000	
Capital Outlay	<u>0</u>	<b>\$5,604,628</b>
<b>ACADEMIC SUPPORT</b>		
Salaries	\$190,517	
Employee Benefits	5,658	
Contractual Services	134,715	
General Materials & Supplies	92,870	
Conference & Meeting Expense	6,340	
Utilities	28,400	
Capital Outlay	<u>0</u>	<b>458,500</b>
<b>STUDENT SERVICES</b>		
Salaries	\$953,959	
Employee Benefits	87,714	
Contractual Services	23,698	
General Materials & Supplies	68,270	
Conference & Meeting Expense	10,000	
Utilities	0	
Capital Outlay	<u>0</u>	<b>1,143,641</b>
<b>PUBLIC SERVICES/CONTINUING EDUCATION</b>		
Salaries	\$136,009	
Employee Benefits	17,203	
Contractual Services	26,710	
General Materials & Supplies	31,350	
Conference & Meeting Expense	4,800	
Fixed Charges	1,000	
Utilities	<u>0</u>	<b>217,072</b>
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	\$1,136,951	
Employee Benefits	235,446	
Contractual Services	479,099	
General Materials & Supplies	342,285	
Conference & Meeting Supplies	91,025	
Fixed Charges	37,500	
Utilities	40,000	
Other	0	
Provision for Contingency	800,000	
Capital Outlay	<u>226,000</u>	<b>3,388,306</b>
<b>SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS</b>		
Other	<u>\$2,078,660</u>	<b>2,078,660</b>
<b>TRANSFERS</b>		
		<b>519,208</b>
<b>GRAND TOTAL</b>		<b><u><u>\$13,410,016</u></u></b>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Operations and Maintenance Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>OPERATION AND MAINTENANCE OF PLANT</b>		
Salaries	\$208,713	
Employee Benefits	28,295	
Contractual Services	433,425	
General Materials & Supplies	103,350	
Conference & Meeting Expense	250	
Fixed Charges	0	
Utilities	539,033	
Provision for Contingency	200,000	
Capital Outlay	35,100	
Other	<u>3,000</u>	
		<u>\$1,551,166</u>
 <b>GRAND TOTAL</b>		 <b><u><u>\$1,551,166</u></u></b>

## Fiscal Year 2009-10 Budgeted Revenues

<u>Operations and Maintenance Fund-Restricted</u>	<u>Revenues</u>	<u>Totals</u>
<b>Local Governmental Sources:</b>		
Current Taxes	<u>\$230,000</u>	<u>\$230,000</u>
<b>Other Sources</b>		
Investment Revenue	<u>\$1,000</u>	<u>1,000</u>
<b>GRAND TOTAL</b>		<u><u>\$231,000</u></u>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Operations and Maintenance Fund-Restricted</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTITUTIONAL SUPPORT</b>		
Contractual Services	\$1,565,000	<u>\$1,565,000</u>
<b>GRAND TOTAL</b>		<u><u>\$1,565,000</u></u>

## Fiscal Year 2009-10 Budgeted Revenue

<u>Bond and Interest Fund</u>	<u>Revenues</u>	<u>Totals</u>
<b>Local Government Sources:</b>		
Current Taxes	<u>\$1,036,875</u>	<b>\$1,036,875</b>
<b>GRAND TOTAL</b>		<b><u>\$1,036,875</u></b>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Bond and Interest Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTITUTIONAL SUPPORT</b>		
Bond Principal Retired	<u>1,036,875</u>	<b>\$1,036,875</b>
<b>GRAND TOTAL</b>		<b><u>\$1,036,875</u></b>

## Fiscal Year 2009-10 Budgeted Revenues

<u>Auxiliary Enterprises Fund</u>	<u>Revenues</u>	<u>Totals</u>
<b>Other Sources:</b>		
Sales and Service Fees	<u>\$1,475,993</u>	<u>\$1,475,993</u>
<b>TRANSFERS</b>		<u>419,208</u>
<b>GRAND TOTAL</b>		<u><u>\$1,895,201</u></u>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Auxiliary Enterprises Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INDEPENDENT OPERATIONS</b>		
Salaries	\$281,984	
Employee Benefits	23,636	
Contractual Services	91,475	
General Materials & Supplies	1,048,493	
Conference & Meeting Expense	55,900	
Fixed Charges	106,400	
Utilities	2,997	
Capital Outlay	11,000	
Provision for Contingency	249,000	
Other	<u>399,316</u>	<u>\$2,270,201</u>
<b>GRAND TOTAL</b>		<u><u>\$2,270,201</u></u>

## Fiscal Year 2009-10 Estimated Revenues

<u>Restricted Purposes Fund</u>	<u>Revenues</u>	<u>Totals</u>
<b>State governmental sources:</b>		
ICCB Workforce Preparation Grant	\$53,788	
ICCB P-16 Initiative Grant	0	
ICCB Adult Education	213,856	
ICCB Career and Technical Education	287,113	
ICCB Innovation Grant	6,062	
ICCB College & Career Readiness	72,000	
DCEO -Dept. of Commerce and Economic Opportunity	214,634	
Department of Corrections	48,138	
Other Illinois Governmental Sources	<u>81,067</u>	
<b>TOTAL STATE GOVERNMENT</b>		<b>\$976,658</b>
<b>Federal governmental sources:</b>		
Department of Education	3,427,593	
Department of Health and Human Services	34,842	
Other Federal Government Sources	<u>91,613</u>	
<b>TOTAL FEDERAL GOVERNMENT</b>		<b><u>3,554,048</u></b>
<b>GRAND TOTAL</b>		<b><u><u>\$4,530,706</u></u></b>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Restricted Purposes Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>STUDENT SERVICES</b>		
Salaries	\$161,420	
Employee Benefits	35,568	
Contractual Services	9,825	
General Materials & Supplies	12,150	
Conference & Meeting Expense	17,211	
Capital Outlay	2,400	
Other	<u>19,020</u>	<b>\$257,594</b>
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	\$783,743	
Employee Benefits	100,569	
Contractual Services	112,114	
General Materials & Supplies	83,494	
Conference & Meeting Expense	61,778	
Utilities	1,639	
Capital Outlay	256,971	
Other	<u>60,946</u>	<b>1,461,254</b>
<b>SCHOLARSHIP,STUDENT GRANTS, AND WAIVERS</b>		
Financial Aid	<u>\$2,811,858</u>	<u><b>2,811,858</b></u>
<b>GRAND TOTAL</b>		<u><u><b>\$4,530,706</b></u></u>

## Fiscal Year 2009-10 Budgeted Revenues

<u>Audit Fund</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current taxes	<u>\$21,000</u>	\$21,000
<b>GRAND TOTAL</b>		<u><u>\$21,000</u></u>

## Fiscal Year 2009-10 Budgeted Expenditures

<u>Audit Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Contractual Services	<u>\$21,000</u>	<u>\$21,000</u>
<b>GRAND TOTAL</b>		<u><u>\$21,000</u></u>

## Fiscal Year 2009-10 Budgeted Revenues

<u>Liability Protection and Settlement Fund</u>	<u>Revenues</u>	<u>Totals</u>
<b>Local Government Sources</b>		
Current Taxes	<u>\$713,099</u>	<u>\$713,099</u>
<b>GRAND TOTAL</b>		<u><u>\$713,099</u></u>

## Fiscal Year 2009-10 Budget Expenditures

<u>Liability Protection and Settlement Fund</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTITUTIONAL SUPPORT</b>		
Employee Benefits	\$263,000	
Contractual Services	225,000	
Fixed Charges	153,500	
General Materials & Supplies	1,000	
Other	<u>70,599</u>	<u>\$713,099</u>
<b>GRAND TOTAL</b>		<u><u>\$713,099</u></u>

**FY2010**  
**OPERATING FUNDS**  
**RESOURCE ASSUMPTIONS**

1. Presently, the College is anticipating a carryover of \$800,451 in resources for use in FY10.
2. Local tax revenues are currently projected to be \$1,624,282. This amount contains a 2% increase based on actual equalized assessed valuation for all counties with the college district and actual historical collections.
3. Chargeback revenue is projected to be \$100 for FY10. This projection is based on FY09 actual billings.
4. State revenue sources from ICCB base credit hour grants (credit hour and Square footage) and equalization grants will total \$5,565,015 based on current estimates from ICCB. In addition, \$80,995 is anticipated from the ICCB vocational grants in FY10.
5. Other Federal sources of revenue of \$100 include the administrative fees for Pell. These numbers are based on actual historical revenue received.
6. Based on the most current collection data available and historical analysis regarding these tax payments, Corporate Personal Property replacement Tax is estimated to be \$413,576 in FY10.
7. Student tuition and fees are anticipated to increase to \$5,943,312 for FY10. The reason for this increase is the \$5 per hour tuition/fee rate increase effective summer semester 2009 and an anticipated enrollment growth of 7%.
8. Other sources of revenue which include interest income, facilities' revenue, alternative high school fees, traffic safety fees, business and industry seminar fees, community service revenue, and other grant administrative fees are expected to total \$533,350 during FY10.
9. At this time, we anticipate total resources of \$14,160,730 during FY10 from all sources.

**FY2010**  
**OPERATING FUNDS**  
**EXPENDITURE ASSUMPTIONS**

1. The largest dollar increase is the salary increases of 4.5% per the current approved union contract. This rate was applied to all full time and part time faculty and staff.
2. Employee benefits increased for FY10. After a 5.6% rate increase last year, our current employee health insurance premium had a 14.75% rate increase for this year.
3. Contractual services, general supplies and materials, and conference & meeting expense are lower this year due to the administrative budget cuts implemented in order to help with cash flow issues caused by delayed state payments.
4. Fixed charges decreased \$13,000 based on actual expenditures from FY09.
5. The utilities object code shows an increase \$88,118 for FY10. This is due to the fact that 22,000 gallons of additional fuel oil was purchased in the FY08 when prices were low. Therefore FY09 had a decreased budget for fuel oil. The FY10 budget reflects a full years cost for fuel oil. The remaining increase is to cover utilities related to the new MAS building and higher electric rates.
6. Capital Outlay decreased slightly this year due to the administrative budget cuts implemented in order to help with cash flow issues caused by delayed state payments. The FY09 had \$200,000 budgeted for equipment for the new Anna center location. The FY10 has the same \$200,000 budgeted for equipment for the MAS building.
7. The other object code has an increase of \$433,590 in the scholarships and waiver accounts. This increase was needed due to our \$5 tuition rate increase, increased enrollment, and due to the establishment of first time scholarships for education, engineering, and aviation.
8. Provision for contingency in the education fund is \$800,000. Provision for contingency in the operations & maintenance fund for FY10 is \$200,000

On roll call vote, the members voted as follows:

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Wesley Wright and seconded by Ms. Maxine Russell to approve the capital project applications to replace the roof on Building J, replace the HVAC unit on Building J, and replace carpet in Building H.

**CAPITAL PROJECT APPLICATION FORM**  
(One Application Form per Project)

District/College and District # Shawnee Community College District 531

Contact Person Ms. Tiffiney Ryan Phone # 618-634-3200

Project Title Replace Roof - Building J

Project Budget \$ 151,100 ( ) check  here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date August 26, 2009

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

- Locally Funded New Construction--complete/submit Sections I, II, and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.  
 ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

**Section II**

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes  No   
If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?  
Yes  No   
  
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

**Section III**

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

**Replace Roof – Building J**  
**Project Budget \$ 151,100**

**Programmatic Justification**

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

The ballasted EPDM roof system on Building J is leaking in several locations and requires constant maintenance to respond to the leaks. The membrane has shrunk and is pulling overly tight at the perimeter of the roof. High winds this past May lifted the membrane and ballast and dislodged the loose-laid insulation over approximately 25% of the roof area. The insulation is wet in the many areas where the roof is leaking and has lost its insulating value. Replacement will restore the insulating capacity of the roof system, prevent damage to interior finishes and protect the steel roof decks and structural systems from deterioration. International Property Maintenance Code 304.1, 304.7.

**Scope of Work**

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

Remove the existing ballasted EPDM roof systems down to the metal roof deck. Install new rigid insulation to comply with the current R-value requirements of the Illinois Energy Conservation Code and the International Building Code and a new single-ply roof system with associated flashings and sheet metal.

**Attachment #1  
Project Budget**

Check One:

- New Construction
- Remodeling

Project Name \_\_\_\_\_

\_\_\_\_\_ Budget Amounts

\_\_\_\_\_ New Construction \_\_\_\_\_ Remodeling

- Land
- Site Development
- Construction (including Fixed Equipment)
- Mechanical
- Electrical
- General Conditions
- Contingency (10%)
- A/E Professional Fees
- Total

**Protection, Health, and Safety Project Name** Replace Roof – Building J

Project Costs	<u>Budget Amounts</u>
Contingency	<u>124,800</u>
A/E Professional Fees	<u>12,500</u>
	<u>13,800</u>
Total	<u>\$ 151,100</u>

**Attachment #2  
Funding Source**

**District/College Name** Shawnee Community College District 531  
**Project Name** Replace Roof – Building J

**Check the source(s) of funds:**

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

\_\_\_\_\_ Fund name (s):

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

Type of bond issuance (s): Issue Pending

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

Tax rate/fiscal year:

Contract for Deed  
(ILCS 805/3-36)

\_\_\_\_\_ Term of Contract for Deed in months:

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

\_\_\_\_\_ Term of Lending Arrangements in months:

Lease Agreement  
(ILCS 805/3-38)

\_\_\_\_\_ Term of Lease in months:

Capital Renewal Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

ADA  
Access for All Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

**Protection, Health, and Safety Signature/Certification Page**

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required)   X  

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification  
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the   Shawnee Community College   Board of Trustees

Date

Signed \_\_\_\_\_, Chairperson

\_\_\_\_\_, Secretary

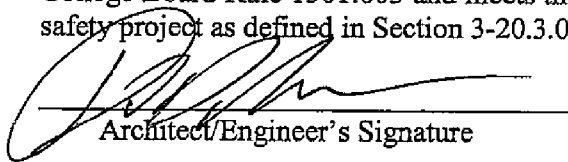
**PROTECTION, HEALTH, AND SAFETY PROJECT**

**Budget and Certification**

Name and address of architect/engineer providing the estimate:


Image Architects Inc.  
1118 West Main Street  
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

  
Architect/Engineer's Signature

August 26, 2009  
Date

001-015379  
Illinois Registration or License Number

SIGNATURE   
CURRENT DATE 8-28-09  
LICENSE EXPIRATION DATE 11-30-10



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

Replace Roof	124,800
Contingency	12,500
A/E Compensation & Reimbursables	<u>13,800</u>
Project Total	\$151,100

Note: Project not yet designed.

**CAPITAL PROJECT APPLICATION FORM**  
*(One Application Form per Project)*

District/College and District # Shawnee Community College District 531  
Contact Person Ms. Tiffiney Ryan Phone # 618-634-3200  
Project Title Replace HVAC Unit – Building J  
Project Budget \$ 231,100 ( ) check  here if the proposed project is to be  
financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding  
attachment 2  
Date August 26, 2009

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

- Locally Funded New Construction--complete/submit Sections I, II, and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation  
form.  
 ADA Project--complete/submit Section I, Attachment ADA, and Architect  
Recommendation form.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified  
minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the  
narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration  
section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

**Section II**

- A. Is the requested project included in the District Site and Construction Master Plan? (See  
ICCB Rule 1501.602c for a definition of such a plan) Yes \_\_\_ No \_\_\_  
If no, please update your District's Site and Construction Master Plan and submit  
to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?  
Yes \_\_\_ No \_\_\_  
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous  
materials, etc.)

**Section III**

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

**Replace HVAC Unit – Building J**  
**Project Budget \$ 231,100**

**Programmatic Justification**

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

The existing roof top mechanical unit on Building J is original to the facility and significantly beyond anticipated life expectancy (more than 22 years old). Controls for the unit don't work properly. The external frequency drive has required 3 replacements. The unit has a vibration problem that has caused cooling coil leaks three times thus far, causing Freon leaks, necessitating replacement of the lost Freon to supplement what can be captured. Patching of the coil reduces its capacity. This project will replace the roof top unit on Building J (classrooms) to comply with International Property Maintenance Code 603.1.

**Scope of Work**

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

Remove the existing mechanical roof top unit and install a new unit and chiller, with associated controls and accessories.

**Attachment #1  
Project Budget**

**Check One:**

- New Construction
- Remodeling

**Project Name**

\_\_\_\_\_ Budget Amounts

\_\_\_\_\_ New Construction \_\_\_\_\_ Remodeling

- Land
- Site Development
- Construction (including Fixed Equipment)
- Mechanical
- Electrical
- General Conditions
- Contingency (10%)
- A/E Professional Fees
- Total

**Protection, Health, and Safety Project Name** Replace HVAC Unit -- Building J

Project Costs	<u>Budget Amounts</u>
Contingency	<u>191,000</u>
A/E Professional Fees	<u>19,100</u>
	<u>21,000</u>
<b>Total</b>	<b>\$ <u>231,100</u></b>

**Attachment #2  
Funding Source**

**District/College Name** Shawnee Community College District 531  
**Project Name** Replace HVAC Units – Buildings H and I

**Check the source(s) of funds:**

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

\_\_\_\_\_ Fund name (s):

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

Type of bond issuance (s): Issue Pending

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

Tax rate/fiscal year:

Contract for Deed  
(ILCS 805/3-36)

\_\_\_\_\_ Term of Contract for Deed in months:

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

\_\_\_\_\_ Term of Lending Arrangements in months:

Lease Agreement  
(ILCS 805/3-38)

\_\_\_\_\_ Term of Lease in months:

Capital Renewal Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

ADA  
Access for All Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

**Protection, Health, and Safety Signature/Certification Page**

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required)   X  

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification  
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Shawnee Community College Board of Trustees

Date

Signed \_\_\_\_\_, Chairperson

\_\_\_\_\_, Secretary

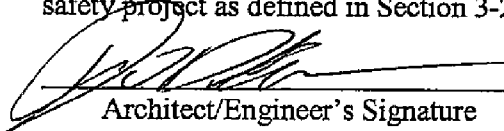
**PROTECTION, HEALTH, AND SAFETY PROJECT**

**Budget and Certification**

Name and address of architect/engineer providing the estimate:


Image Architects Inc.  
1118 West Main Street  
Carbondale, Illinois 62901

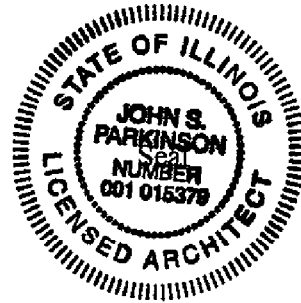
I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

  
\_\_\_\_\_  
Architect/Engineer's Signature

August 26, 2009  
Date

001-015379  
Illinois Registration or License Number

SIGNATURE   
CURRENT DATE 8-26-09  
LICENSE EXPIRATION DATE 11-30-10



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

Replace HVAC Unit	191,000
Contingency	19,100
A/E Compensation & Reimbursables	<u>21,000</u>
Project Total	\$231,100

Note: Project not yet designed.

**CAPITAL PROJECT APPLICATION FORM**  
*(One Application Form per Project)*

District/College and District # Shawnee Community College District 531

Contact Person Ms. Tiffiney Ryan Phone # 618-634-3200

Project Title Replace Carpet – Building H

Project Budget \$ 118,000 ( ) check  here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date August 26, 2009

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

- Locally Funded New Construction--complete/submit Sections I, II, and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.  
 ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

**Section II**

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes  No   
If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?  
Yes  No   
  
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

**Section III**

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

**Replace Carpet – Building H**  
**Project Budget \$ 118,000**

**Programmatic Justification**

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

The carpets in the corridors of Building H have deteriorated badly, with wrinkling, open seams, and holes throughout that create tripping hazards for building visitors and occupants.

**Scope of Work**

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

Remove existing carpeting and replace with new carpeting.  
International Property Maintenance Code 305.1, 305.3, 305.4, 702.1

**Attachment #1  
Project Budget**

**Check One:**

- New Construction
- Remodeling

**Project Name**

\_\_\_\_\_ Budget Amounts  
\_\_\_\_\_ New Construction \_\_\_\_\_ Remodeling

- Land
- Site Development
- Construction (including Fixed Equipment)
- Mechanical
- Electrical
- General Conditions
- Contingency (10%)
- A/E Professional Fees
- Total

**Protection, Health, and Safety Project Name** Replace Carpet – Building H

Project Costs	<u>Budget Amounts</u>
Contingency	<u>97,500</u>
A/E Professional Fees	<u>9,700</u>
	<u>10,800</u>
Total	<u>\$ 118,000</u>

**Attachment #2  
Funding Source**

**District/College Name** Shawnee Community College District 531

**Project Name** Replace Roof – Building J

**Check the source(s) of funds:**

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

\_\_\_\_\_ Fund name (s):

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

Type of bond issuance (s): Issue Pending

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

Tax rate/fiscal year:

Contract for Deed  
(ILCS 805/3-36)

\_\_\_\_\_ Term of Contract for Deed in months:

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

\_\_\_\_\_ Term of Lending Arrangements in months:

Lease Agreement  
(ILCS 805/3-38)

\_\_\_\_\_ Term of Lease in months:

Capital Renewal Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

ADA  
Access for All Funding

\_\_\_\_\_ Proposed Fiscal Year Source(s):

**Protection, Health, and Safety Signature/Certification Page**

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required)   x  

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification  
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Shawnee Community College Board of Trustees

Date

Signed \_\_\_\_\_, Chairperson

\_\_\_\_\_, Secretary

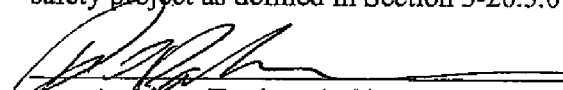
**PROTECTION, HEALTH, AND SAFETY PROJECT**

**Budget and Certification**

Name and address of architect/engineer providing the estimate:


Image Architects Inc.  
1118 West Main Street  
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

  
Architect/Engineer's Signature

August 26, 2009  
Date

001-015379  
Illinois Registration or License Number

SIGNATURE   
CURRENT DATE 8-26-09  
LICENSE EXPIRES 11-30-10



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

Replace Carpet	97,500
Contingency	9,700
A/E Compensation & Reimbursables	<u>10,800</u>
Project Total	\$118,000

Note: Project not yet designed.

On roll call vote, the members voted as follows:

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Don Patton and seconded by Mr. Scott Farmer to accept and approve the bid from Ray Breeden of \$310 for the gray 1992 Freightliner and the bid from Chris Harner of \$503 for the 1995 Ford diesel cement mixer.

On roll call vote, the members voted as follows:

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Dr. Manul Goins – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Don Patton and seconded by Ms. Cathy Belcher to authorize the President to enter into a vending agreement with Pepsi Mid-America upon contractual language approved by the Board's attorney.

On roll call vote, the members voted as follows:

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton -- yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Dr. Richard Trampe and seconded by Mr. Don Patton to approve the resolution providing for an installment purchase agreement and authorizing and providing for the issuance of general obligation debt certificates (limited tax) for the college.

On roll call vote, the members voted as follows:

Mr. Scott Farmer – yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Wesley Wright and seconded by Mr. Scott Farmer to adjourn into executive session at 6:32 p.m. for the purpose of discussing:

1. Ratification of employment of part-time faculty/staff for the fall semester 2009.
2. Consideration of extension, alteration, or compensation of employees' employment.
3. Consideration of items that have led or may lead to litigation.

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes

Mr. Scott Farmer – yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Don Patton and seconded by Dr. Richard Trampe to adjourn out of executive session at 6:38 p.m.

On roll call vote, the members voted as follows:

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer – yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Don Patton and seconded by Dr. Richard Trampe to approve the minutes of the executive session held on October 5, 2009.

On roll call vote, the members voted as follows:

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer – yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Dr. Richard Trampe - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Dr. Richard Trampe and seconded by Mr. Don Patton to ratify the employment of part-time staff to cover the necessary work assignments for the fall semester 2009.

**FALL**

Basler, JoElla	PSY 0213 70 I	(I) \$60.00 per credit hour times the number of students enrolled
Chambless, Robert	Student Success Center Lab Assistant	\$8.24/hourly rate
Grundy, Rose	SW 0225 30	\$1,350.00
Hamilton, Kenneth	GED Instructor/Meridian High School	\$1,953.00
Hines, Lorena	PN 0115 82	\$3,312.00
Landsaw, Jonathan	DRA 0131 20	\$1,350.00
Peak, Bobby	HIS 0215 70 I	(I) \$60.00 per credit hour times the number of students enrolled
Rice, Scott	CLE 0111 65	\$1,350.00
Spence, Latrina	Cosmetology Instructor Observation/Training	\$14.00/hourly rate

On roll call vote, the members voted as follows:

Dr. Richard Trampe - yes

Mr. Wesley Wright – yes

Ms. Sumer Helton – yes (advisory vote)

Ms. Cathy Belcher - yes

Mr. Scott Farmer – yes

Dr. Manul Goins – yes

Mr. Don Patton - yes

Ms. Maxine Russell – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Mr. Don Patton and seconded by Mr. Wesley Wright to adjourn.

On roll call vote, the members voted as follows:

Ms. Maxine Russell - yes

Dr. Richard Trampe - yes

Mr. Wesley Wright - yes

Ms. Sumer Helton - yes (advisory vote)

Ms. Cathy Belcher - yes

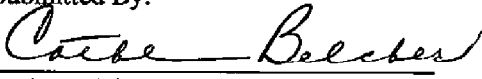
Mr. Scott Farmer - yes

Dr. Manul Goins - yes

Mr. Don Patton - yes

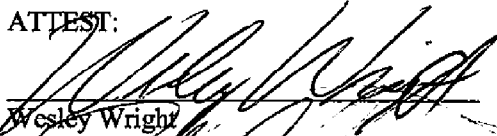
Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

Submitted By:



Cathy Belcher, Secretary

ATTEST:



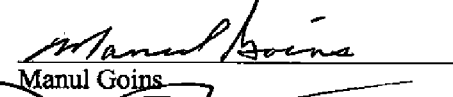
Wesley Wright



Maxine Russell



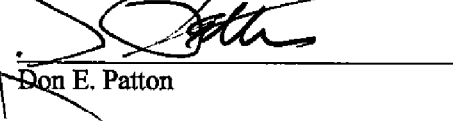
Richard Trampe



Manul Goins



Scott Farmer



Don E. Patton