



# **COLLEGE OF DuPAGE**

**Special Board of Trustees Meeting**

**December 14, 2017**





## NOTICE AND AGENDA

THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #502, COUNTIES OF DuPAGE, COOK AND WILL, STATE OF ILLINOIS, WILL HOLD THE FOLLOWING COMMITTEE OF THE WHOLE MEETING AND REGULAR MEETING OF THE BOARD IN THE STUDENT SERVICES CENTER (SSC), ROOM SSC-2200, MAIN CAMPUS, 425 FAWELL BLVD., GLEN ELLYN, ILLINOIS:

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### MEETING: SPECIAL BOARD MEETING

THURSDAY, DECEMBER 14, 2017

6:00 P.M. ~ ROOM SSC-2200

### AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL
2. CLOSED SESSION (until approximately 7 p.m.)
3. RETURN TO OPEN SESSION
4. PUBLIC COMMENT
5. REPORTS
  - a. Chairman's Report
  - b. Student Trustee Report
  - c. President's Report
    - Introduction to Pathways
      - Jane Smith, Director Enrollment Service/Registrar
  - d. Academic Committee Report
6. PRESENTATION
7. INFORMATION
  - a. Personnel Items
  - b. Financial Statements
  - c. Gifts & Grants Report
  - d. Construction Change Orders
  - e. Monthly Construction Update
  - f. Board Policy 10-40: Unrestricted Fund Balance – 1<sup>st</sup> Reading
8. CONSENT AGENDA
  - a. Computer and Equipment Purchases for the FY18 IT Replacement Plan
  - b. Purchase of Leica Microscopes for Biology, Anatomy & Physiology and Microbiology Courses
  - c. Purchase of Tablet Computers and Accessories for the Automotive Service Technology Program
  - d. Portable Virtual Reality Welding (VRW) Training Equipment for Welding Technology

- e. Board Policy No. 25-76: Assignment of Credit Hours – 2<sup>nd</sup> Reading
- f. Approval for Trustee to attend ACCT Legislative Summit in Washington DC
- g. Approval of Dr. Ann E. Rondeau's Reimbursement Requests
- h. Disposal of College Property with an estimated fair value exceeding \$25,000
- i. Stone Hearth Electric Deck Oven
- j. Contract Renewal for Web Content Management Services
- k. Construction Change Orders for Board Approval
- l. On Location Production Flypack for MPTV
- m. SLEA Direct Tuition Reimbursement
- n. Renewal of Campus Architect Agreement for Design and Monitoring Services
- o. License Agreement for Innovation DuPage
- p. Memorandum of Understanding with Village of Glen Ellyn for Innovation DuPage
- q. Approval of Closed Session Minutes – *Confidential for Board Only*
- r. Minutes of the November 16, 2017 Committee of the Whole and Regular Board Meeting
- s. Personnel Action Items
- t. Financial Reports
- u. Financial Reports – Alpha Graphics, Wheaton
- v. New Fund Balance Restrictions

9. TRUSTEE DISCUSSION

10. CALENDAR DATES / Campus Events

- The December 21, 2017 Regular Board Meeting has been cancelled, the next meeting will be Thursday, January 18, 2018: Regular Board Meeting @ 6:00 p.m. – SSC-2200

11. CLOSED SESSION

- Annual Evaluation of College President

12. ADJOURN



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

Posted 12/12/17





**INFORMATION**

- a. Personnel Items**
- b. Financial Statements**
- c. Gifts & Grants Reports**
- d. Construction Change Orders**
- e. Monthly Construction Update**
- f. Board Policy 10-40: Unrestricted Fund  
Balance – 1<sup>st</sup> Reading**



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Personnel Actions for Board Information.

2. **BACKGROUND INFORMATION**

The following personnel actions are provided for information only:

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

Staff Contact: Linda Sands-Vankerk, Vice President, Human Resources

**Item 7a**  
**December 14, 2017**

**APPOINTMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<b><u>MANAGERIAL</u></b>					
Carey Portis	Supervisor – Faculty Staff Support Center	Business Affairs	12/04/2017	New Hire Full Time	\$43,680
<b><u>CLASSIFIED</u></b>					
Isaac Grisham	Network Analyst IV	Network Services	12/11/2017	New Hire Full Time	\$87,000
Thomas Linford	Administrative Assistant III	Centers	11/06/2017	New Hire Part Time	\$15,776
Joanne Mitrenga	Workforce Connection Specialist	Career Services	11/27/2017	New Hire Part Time	\$22,880
Clint Vaupel	Media Lab Assistant	Library	12/04/2017	New Hire Full Time	\$37,440

**PROMOTIONS / TRANSFERS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<b><u>CLASSIFIED</u></b>					
Susan Sutherland	Programmer / Analyst I	Information Systems	11/13/2017	Promotion Full Time	\$54,163

**RESIGNATIONS / TERMINATIONS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<b><u>FACULTY</u></b>					
Barbel Thoens-Masghati	Associate Professor	Liberal Arts	08/10/2018	Resignation	6 Yrs. 0 Mos.
<b><u>MANAGERIAL</u></b>					
Paul Schmidt	Electronic Reconciliation Specialist	Student Financial Assistance	12/08/2017	Resignation	8 Yrs. 7 Mos.
<b><u>CLASSIFIED</u></b>					
Jeffrey Blecha	Grounds Maintenance Worker I	Facilities Operations	11/17/2017	Resignation	2 Yrs. 0 Mos.
Kathleen Doherty	Administrative Assistant III	Centers	11/15/2017	Resignation	12 Yrs. 1 Mos.
Christopher Oakley	Employer Outreach Specialist	Business & Technology	11/14/2017	Resignation	0 Yrs. 3 Mos.
Linda Pfeifer	Cashier I	Financial Affairs	11/22/2017	Resignation	1 Yrs. 6 Mos.
Patrick Pingitore	Cashier II Billing & Collections	Financial Affairs	11/17/2017	Resignation	2 Yrs. 3 Mos.
Janice Shillington	Specialized Testing Assistant	Testing	11/30/2017	Resignation	23 Yrs. 4 Mos.
Kathleen Susko	Laboratory Assistant I	Arts, Communication and Hospitality	11/14/2017	Resignation	2 Yrs. 6 Mos.



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Financial Statements: Schedule of Investments, General Fund – Budget and Expenditures, Operating Cash Available to Pay Annual Operating Expenses, and Tax Levy Collections.

2. **REASON FOR CONSIDERATION**

Provided for 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) General Fund – 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 General Fund.
- c) Operating Cash Available to Pay Annual Operating Expenses – This report is presented to the Board for information each month. It shows the amount of operating cash and investments on hand and Board-approved fund balance restrictions compared to prior year annual operating expenses and presents the ratio of cash available to annual operating expenses.
- d) Disposal of Capital Assets - This report is presented to the Board for information on a quarterly basis. This report lists the reason for the disposal, location, number of items and their respective dollar values.
- e) Tax Levy Collections – This report is presented to the Board for discussion purposes on a quarterly basis (July, October, January, April). This report lists the tax receipts by counties and also by each of the funds that levy taxes.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer  
Scott Brady, Interim Controller



a.

# COLLEGE OF DUPAGE TREASURY PORTFOLIO OVERVIEW AS OF NOVEMBER 30, 2017

# Overview of What the College Can Invest in

- Limitations of the investment policy:\*
  - Insured or collateralized bank accounts
  - Federally guaranteed securities (no more than 25% callable)
  - Certain high quality commercial paper (limited in policy to 20%)
    - Maximum duration of 270 days
  - Municipal bonds in top 4 categories rated (AAA to BBB)
  - Treasury money markets (provided investment <5% of mutual fund size)
  - Other money markets rated AA or above (limited to 5% of fund balance policy)
  - Certain investment funds such as IIIT, PFM Prime, Illinois Funds with limitations as to percentages
- Policy lays out safety as primary consideration, followed by liquidity, followed by return

\*Summary. Please refer to Policy 10-55 for exact language

# Overview of Investment Performance

- For the month ended November 30, 2017, the College had an *average cash and investment* balance of \$301.1 million. The *average investment* balance was \$289.5 million.

	ME 10/31/17	ME 11/30/17	Fiscal YTD
Average Investment Balance (\$millions)	\$ 295.0	\$ 289.5	\$ 275.8
Interest Earned (Yield)	\$ 314,638	\$ 245,594	\$ 1,307,115
Annualized Yield %	1.28%	1.02%	1.14%
Realized Gain/(Loss) *	\$ (48,016)	\$ 3,702	\$ (56,014)
Yield + Realized Gain/(Loss)	\$ 266,622	\$ 249,296	\$ 1,251,101
Annualized Yield + Realized Gain/(Loss)%	1.08%	1.03%	1.09%
Unrealized Gain/(Loss)**	\$ (49,151)	\$ (125,871)	\$ (190,881)
Net Yield + Realized & Unrealized Gain/(Loss)	\$ 217,471	\$ 123,425	\$ 1,060,220
Annualized %	0.88%	0.51%	0.92%

\*Realized gain of \$3,702 reported in this month is due to maturity of the securities that were purchased at a discount. The College buys a security at a discount when its coupon rate is favorable to earn higher interest income over the life of the security.

\*\*Unrealized gains/losses from BMO portfolios due mainly to market price fluctuations. Given high quality of assets, if held to term losses are unlikely.

1 – Return, here and on following pages, calculated by: (total income plus realized & unrealized gain/loss)/average period portfolio balance.

2 – The average period balance is calculated using the total balance at the beginning and at the end of that period.

3 – College owns certain securities, including commercial paper, which are bought at a discount or premium and pay interest when matured.

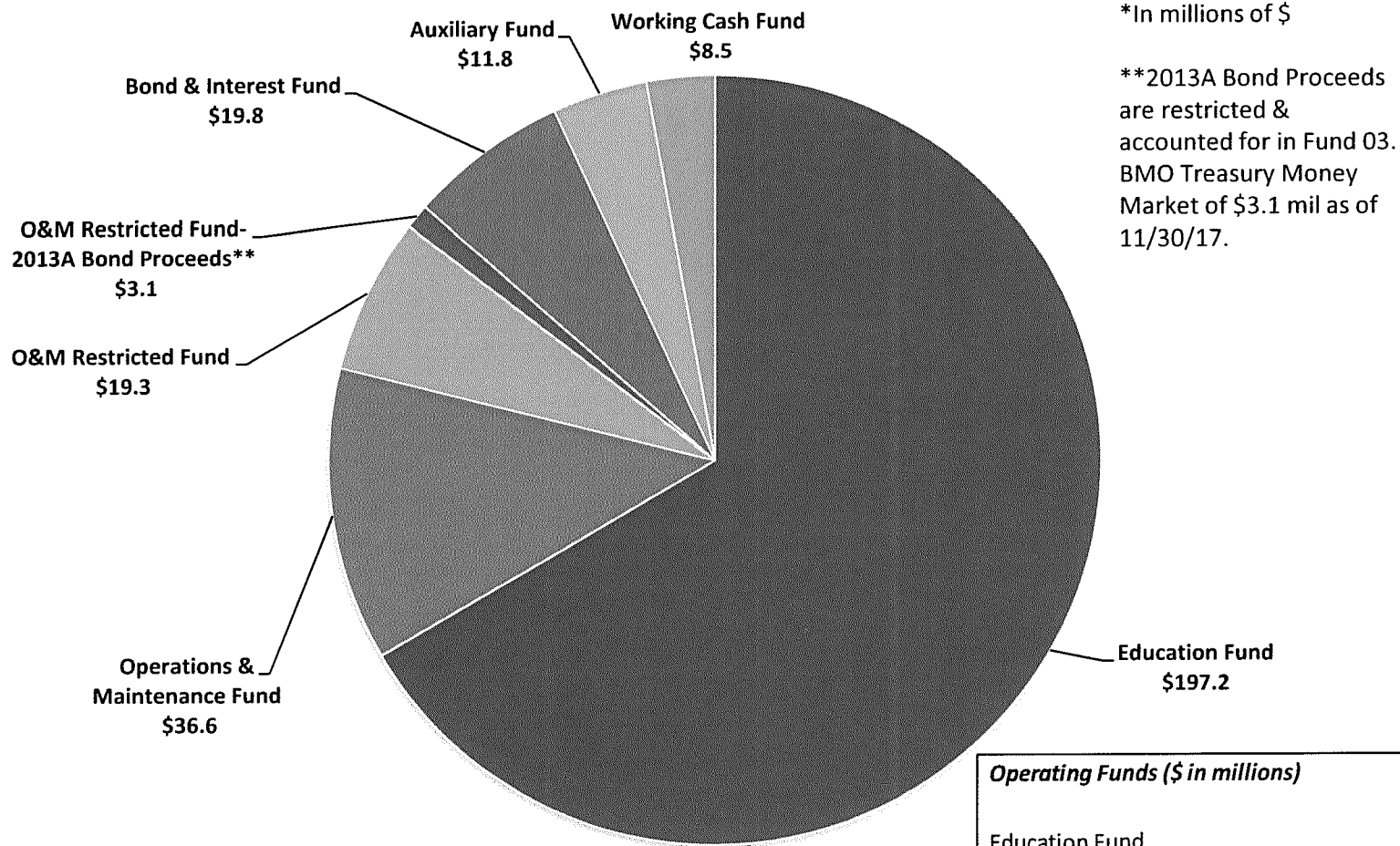
# Investment Monthly Balance Summary

- \$296.3 million cash and investment balance at month-end

## Monthly Ending Balances (\$ millions)

	<u>6/30/17</u>	<u>10/31/17</u>	<u>11/30/17</u>	<b>Change: 6/30/17 to Month-End</b>
BMO Asset Management	\$ 264.8	\$ 293.5	\$ 285.6	\$ 20.8
US Bank/IL Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	264.8	293.5	285.6	20.8
Cash & Cash Equivalents	<u>9.2</u>	<u>12.4</u>	<u>10.7</u>	<u>1.5</u>
Total Cash & Investments	<u>\$ 274.0</u>	<u>\$ 305.9</u>	<u>\$ 296.3</u>	<u>\$ 22.3</u>

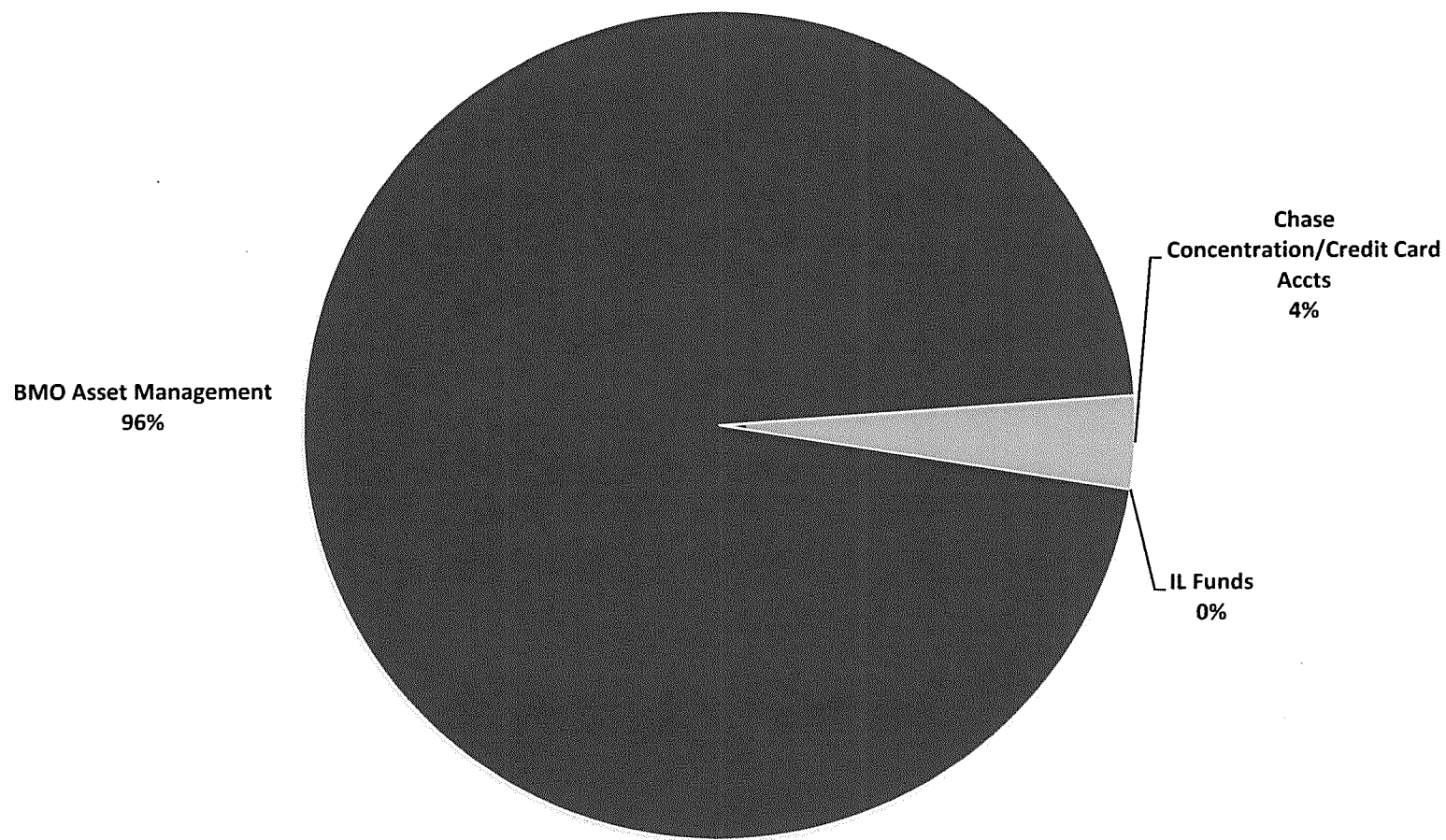
# November 30, 2017 Portfolio Overview: Assets by Fund Allocation (\$296.3 MM total)



<i>Operating Funds (\$ in millions)</i>	
Education Fund	\$ 197.2
Operations & Maintenance Fund	36.6
Less: Agency Funds Balance	(0.9)
Add: Restricted Purposes Fund Balance	3.5
<b>Total Operating Cash/Investments</b>	<b>\$ 236.4</b>

Note: Cash and investments held in College of DuPage's name. For accounting purposes, cash and investments are held in the Education Fund and allocated to other funds.

November 30, 2017 Portfolio Overview:  
Assets by Location/Firm (\$296.3 MM total)



# November 30, 2017 Portfolio Overview:

## Assets by Investment Type (\$285.6 MM investment total)

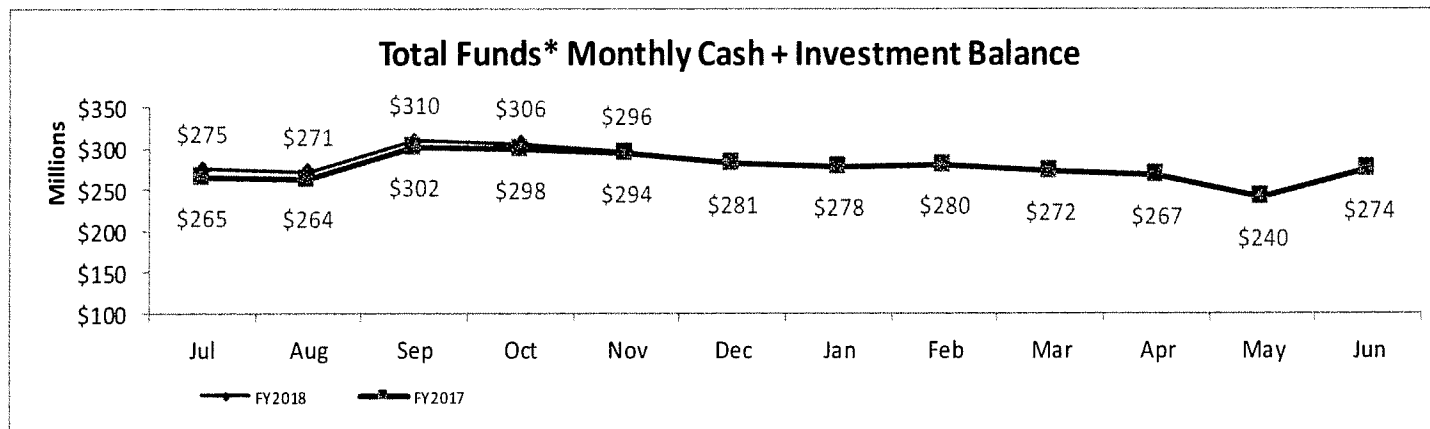
College Of DuPage  
Investments - Compliance with Board Policy 10-55  
November 30, 2017

10-55					
Authorized					
Invest. Type	Holding Type	Balance	% of Total Investments	% Limitation per Policy 10-55	In Compliance? (Yes/No)
	<b>BMO Asset Management</b>				
2	Fed Agency Bond / Note (Callable)	\$ 31,679	0.01%	25.0%	Y
2	Fed Agency Bond / Note (Non-Callable)	214,631,027	75.16%	None	Y
10	State and Municipal Bonds	6,873,276	2.41%	None	Y
5	Commercial Paper	49,820,719	17.45%	20.0%	Y
7	Money Market Mutual Fund - Invest in US Government Securities	11,121,770	3.89%	(1)	Y
	<b>BMO Asset Management (2013A Bonds)</b>				
7	Money Market Mutual Fund - Invest in US Government Securities	3,077,894	1.08%	(1)	Y
	<b>U.S. Bank (IL Funds)</b>				
3	Local government investment pool	-	0.00%	<5% in single fund	Y
Total Investments		285,556,364	100.0%		
Total Operating Investments Balance (Total, less BMO 2013A Bonds funds)		282,478,471			

(1) - Category 7 - MM Mutual Funds, Invest in US Treasury Securities limits to no more than 5% of the total asset in the fund.

Invest. Type	Balance	% of total fund assets	
7	\$14,199,663	0.43%	in compliance

# Monthly Trends



Total Funds*					
FY2017 Key Revenue & Expenditure (Preliminary, Unaudited)					
Seasonality Chart					
	Property Tax	Tuition & Fee	Salary	Debt Service	Cash + Investment
	Revenue	Revenue	Expense	Expense	Balance As Of
Jul 2016	\$ 2,377,179	<b>\$ 26,484,194</b>	\$ 4,633,246	\$ 1,732,313	\$ 264,890,187
Aug	4,147,231	<b>15,867,458</b>	7,085,169	-	263,677,302
Sep	<b>41,069,688</b>	1,823,587	<b>13,273,176</b>	-	301,834,447
Oct	2,716,583	850,726	9,850,554	-	298,127,349
Nov	1,267,995	<b>12,074,085</b>	9,751,961	4,544,128	293,796,645
Dec	1,010,966	<b>10,724,227</b>	9,554,577	7,027,313	280,965,489
Jan 2017	28,815	<b>12,325,209</b>	7,205,676	-	277,863,712
Feb	1,165,433	1,342,937	8,305,020	-	280,066,659
Mar	3,460,106	1,548,348	<b>14,703,052</b>	-	271,893,415
Apr	54,607	2,285,977	9,642,382	-	266,850,643
May	516,709	2,636,921	7,946,323	20,959,128	240,047,592
Jun 2017	<b>49,416,873</b>	451,733	9,490,872	-	274,054,484
Total FY17	<b>\$ 107,232,185</b>	<b>\$ 88,415,402</b>	<b>\$ 111,442,006</b>	<b>\$ 34,262,880</b>	<b>\$ 274,054,484</b>

\*total funds = Funds 01-07, 10



## OTHER INFORMATION: 2013A BONDS

# College of DuPage – 2013A Building Bonds

## College of DuPage - 2013A Building Bonds

Date of Issue	5/31/2013
Original Bond Proceeds <sup>(1)</sup>	\$ 93,455,230
Original Expense Budget	93,455,230
Expenses to Date <sup>(2)</sup>	(91,308,414)
Total investment income to-date	933,531
<b>Future Funds Available <sup>(3)</sup></b>	<b>\$ 3,080,347</b>

### Notes:

- (1) Original bond proceeds were \$97.5 million. \$93.5 million were allocated to the construction fund and \$4.0 million were allocated to the Bond and Interest fund
- (2) The expenses to date represent actual disbursements and \$555 thousand of Issuance Costs paid at the time of the bond issuance.
- (3) Future funds available reflect original bond proceeds plus investment income less expenses to date

# College of DuPage – 2013A Building Bonds Project Summary

College of Dupage	
<u>Construction Bond Proceeds Spent-to-date (Referendum #2)</u>	
(000's)	
Project	Spent
Student Resource Center (SRC)	\$ 39,701
Seaton Computing Center (SCC)	6,910
McAninch Arts Center (MAC)	33,951
Physical Education Center (PE)	25,062
Site & Ground (Campus Wide)	14,140
Infrastructure (Campus Wide)	4,812
Homeland Security	16,187
Parking Improvements	8,328
Naperville Regional Center	5,796
Campus Maintenance Center	9,433
Athletic Facilities	2,076
SRC - South Lobby Glass	1,422
SRC - South Lobby Hallway	1,247
Campus Artwork	105
Campus Site Improvements	1,015
Parking West	5,555
Irrigation & Drainage	1,110
FY 14 - Site Infra Prk Improvements	3,378
FY 15 - Site Infra Prk Improvements	99
FY 17 - Site Infra Prk Improvements	225
Audio Visual System Upgrades	48
MAC 153 Room Renovation	0
HSC Cadaver Lab	257
SRC Partners Hall	14
SRC N - Door upgrade	3
	<u>\$ 180,875</u>
Less: 2011 Bonds	(90,121)
Spent to Date 2013 Bonds	\$ 90,754
Add: Issuance costs	555
<b>2013A Building Bonds Expenses to-date</b>	<b>\$ 91,308</b>

## Notes:

- 1) Amounts are unaudited and based on amounts in the College's accounting system
- 2) Amounts are based on cash payments and do not include retentions

APPENDIX:  
NOVEMBER 30, 2017  
BMO ASSET MANAGEMENT  
PORTFOLIO SUMMARY

# College of DuPage

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11/30/2017

BMO  Global Asset Management

# Commentary

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## Market Commentary

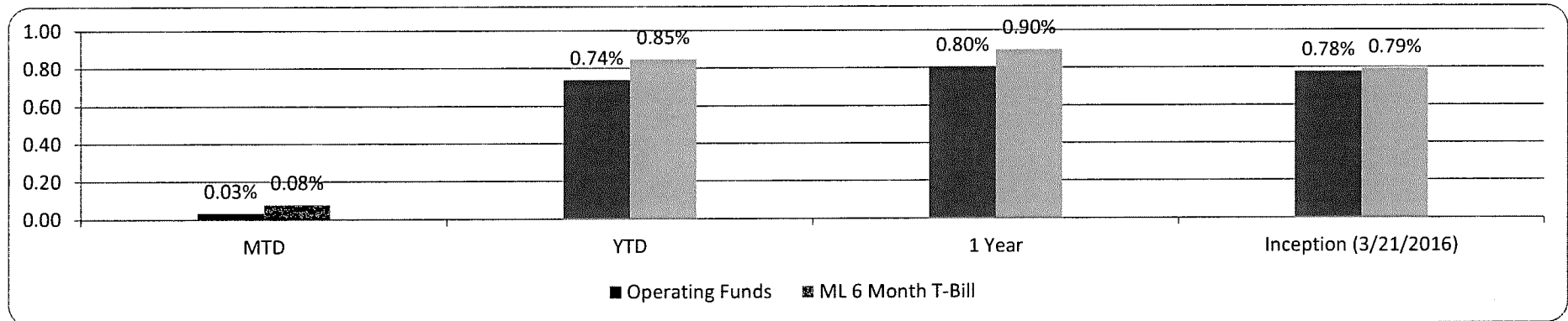
- The first revision of Q3 GDP was revealed to be an upwardly adjusted 3.3%. Higher than anticipated business investment, in structures and equipment helped pace the increase.
- A renewed sense of optimism began to build around the potential for a tax-reform bill.
- Employment data remains strong as the economy added just over 300,000 jobs in October and is expected to add another 195,000 in November.
- Inflation continues to be subdued. The FOMC's preferred measure of inflation (PCE) was reported as being slightly higher than anticipated, but at 1.4% it remains well below the Fed target of 2.0%.
- As of November 30, futures markets have over a 98% probability that the Fed will raise rates at the December 13 meeting.

## Portfolio Commentary

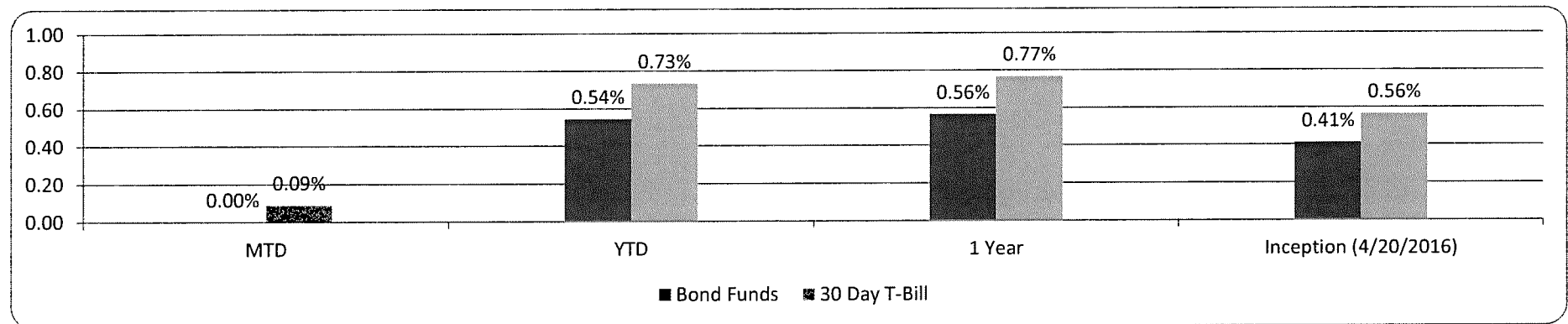
- Slightly reduced exposure to commercial paper as new issuance yields begin to lose the competitive advantage versus Treasuries and Agencies in the same maturity range.
- A few purchases were made beyond the December 13th FOMC date, with particular focus on those months with higher anticipated outflows.
- When yield inefficiencies presented themselves, a couple purchases were made in longer dated items.

## College of DuPage Consolidated Report - Performance Update as of November 30, 2017

### Operating Funds



### Bond Funds



Source: BondEdge Solutions

Past performance is not indicative of future results

The opinions expressed here reflect our judgement at this date and are subject to change

# Custody Statement Reconciliation

## College of DuPage

### Operating Account Market Value Reconciliation - 11/1/17 through 11/30/17

Beginning Value	\$ 290,482,562.71
Total Income	\$ 230,923.53
Total Disbursements	\$ (8,000,000.00)
Total Sales	\$ 3,702.15
Cash Transfers	\$ 49,464.93
Other Non-Cash Transactions	\$ (12,849.77)
Change In Accrued Income	\$ 25,051.95
Market Appreciation/Depreciation	\$ (125,871.44)
Ending Value	<u><u>\$ 282,652,984.06</u></u>

### GO Bond Series Account Market Value Reconciliation - 11/1/17 through 11/30/17

Beginning Value	\$ 3,436,955.68
Total Income	\$ 2,539.94
Total Disbursements	\$ -
Total Sales	\$ -
Cash Transfers	\$ (49,464.93)
Change In Accrued Income	\$ (86.48)
Market Appreciation/Depreciation	\$ -
Ending Value	<u><u>\$ 3,389,944.21</u></u>



# Summary

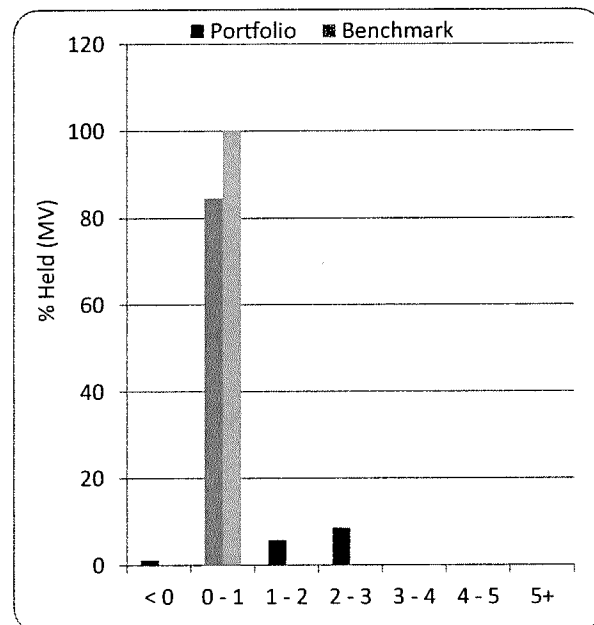
College of DuPage

11/30/2017

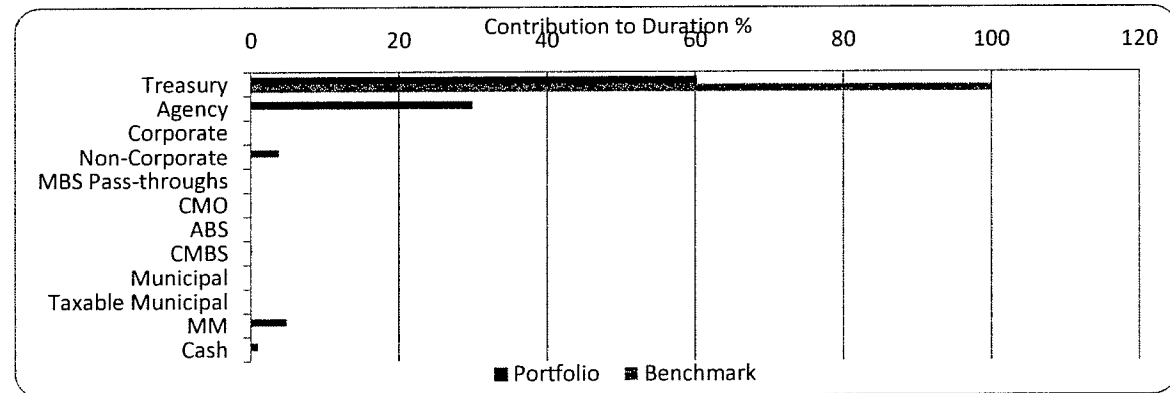
## Fundamentals Portfolio Benchmark

Port Mkt Val (000)	286,022	
YTW	1.35	1.43
Coupon	0.72	0.00
Maturity (Yrs)	0.59	0.50
Quality	Aaa	Aaa
Eff Dur	0.424	0.516

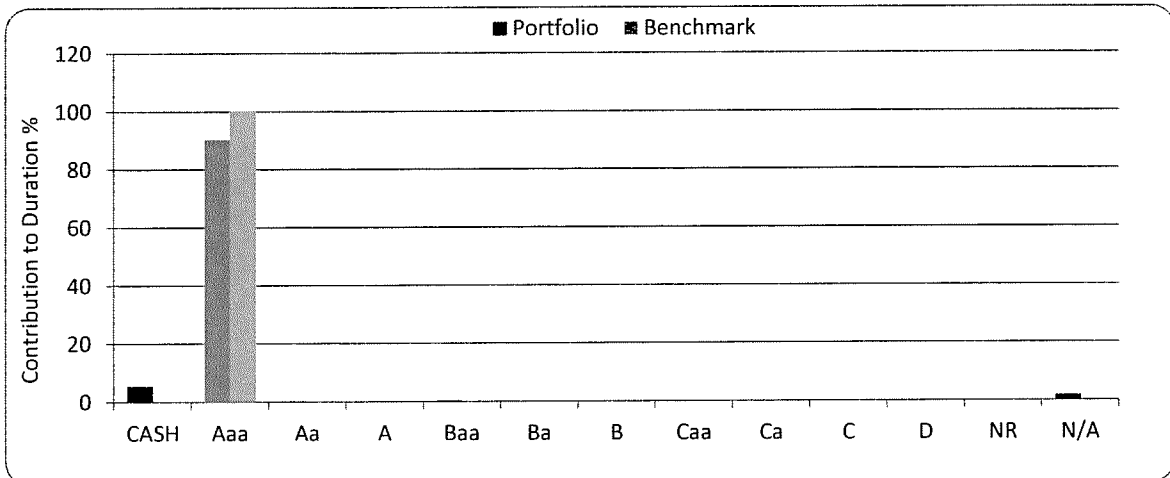
## Effective Duration Allocation



## Contribution to Duration by Sector



## Contribution to Duration by Quality

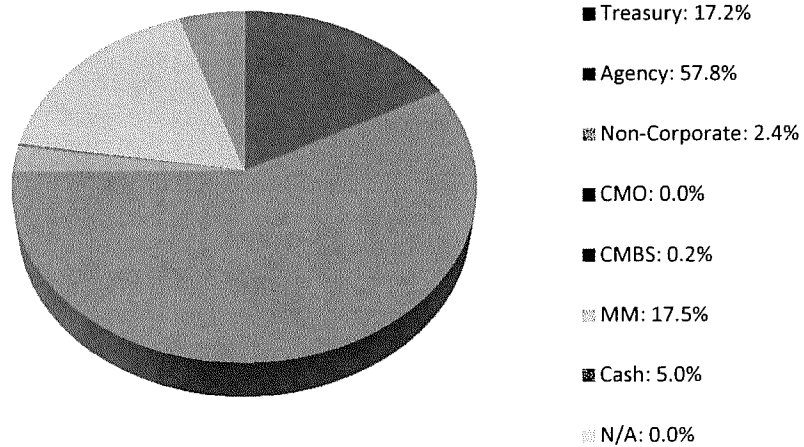


# Sector & Quality Allocations

College of DuPage

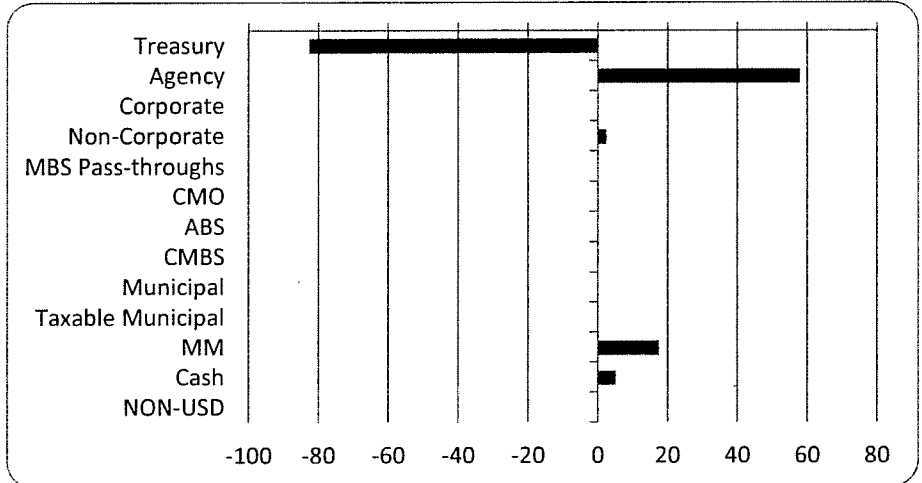
11/30/2017

## Sector Allocation



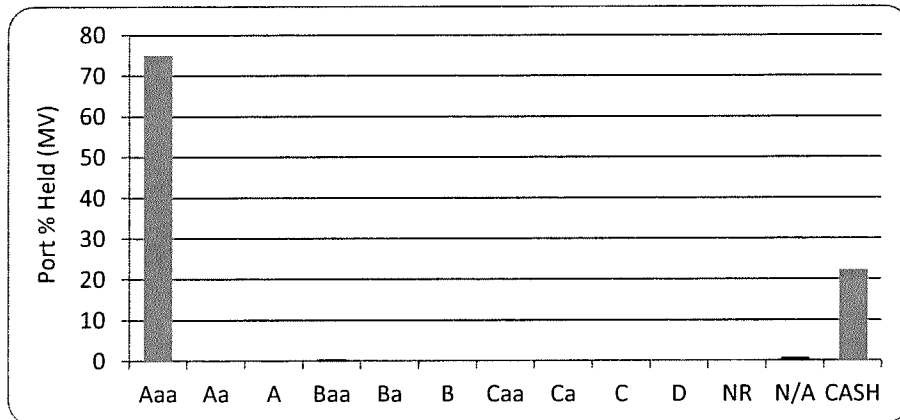
## Sector Difference Relative to Benchmark (% MV Held)

Benchmark: 180 DAY T-BILL INDEX (180DY)



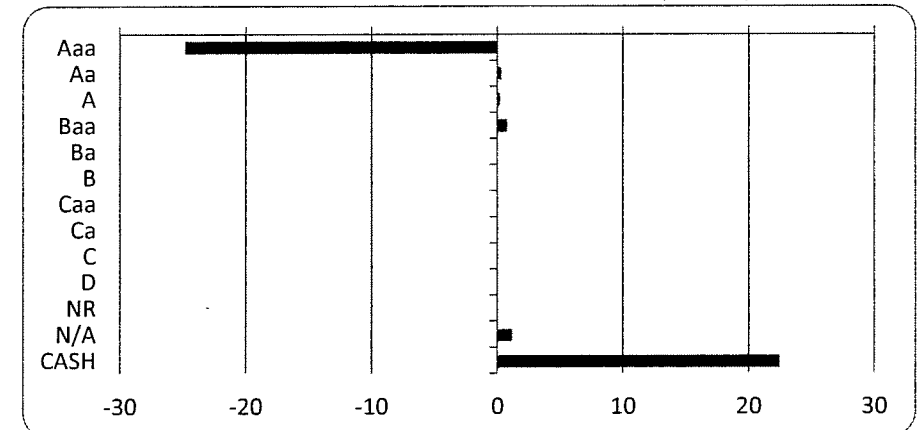
## Quality Allocation

Quality Rating: Aaa



## Quality Difference Relative to Benchmark (% MV Held)

Benchmark: 180 DAY T-BILL INDEX (180DY)



## Standard Holdings

11/30/2017

Sector 1	Par (000)	Quality	Coupon (%)	Mkt Value (\$)	% Held (MV)	YTW (%)	Eff Dur
CASH	14,199	Aaa	0.90	14,199,000	4.96	0.90	0.08
TSY	49,260	Aaa	1.30	49,128,102	17.18	1.66	1.49
AGY	165,268	Aaa	0.63	165,187,813	57.75	1.22	0.22
OGVT	6,855	A2	2.77	6,956,361	2.43	2.49	0.67
CMO	31	Aaa	4.50	31,352	0.01	1.86	0.39
CMBS	597	Aaa	1.63	597,563	0.21	1.62	0.40
MM	50,025	P-1	0.00	49,921,941	17.45	1.27	0.12
<b>Total:</b>	<b>286,235</b>	<b>Aaa</b>	<b>0.72</b>	<b>286,022,133</b>	<b>100.00</b>	<b>1.35</b>	<b>0.42</b>

### Terms

Par = Face value of Bond

Quality = Rating from Moody's

Coupon = The security coupon rate or the weighted average coupon of the bonds in a portfolio

Mkt Value (\$) = Market Value

% Held (MV) = Percent weight of the sector in the portfolio based on market value

YTW = the lowest potential yield that can be received on a bond without the issuer actually defaulting.

Eff Duration = Effective Duration - An option-adjusted measure of a bond's (or portfolio's) sensitivity to changes in interest rates

### Sector Abbreviations

Cash = Cash invested in Money Market Fund

TSY = Treasury Securities

AGY = Agency Securities

OGVT = Longer Dated Municipal Securities

CMBS = Commercial Mortgage Backed Security

CMO = Collateralized Mortgage Obligation

MUNI = Short Dated Municipal Securities

MM = includes commercial paper

# Standard Holdings

11/30/2017

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
<b>CASH</b>	<b>14,199</b>		<b>Aaa</b>	<b>0.90</b>	<b>Avg Life=0.1</b>	<b>14,199,000</b>	<b>4.96</b>	<b>0.083</b>	<b>0.084</b>
	3,387	CASH & EQUIVALENTS	Aaa	0.90	12/31/2017	3,387,000	1.18	0.083	0.084
	10,812	CASH & EQUIVALENTS	Aaa	0.90	12/31/2017	10,812,000	3.78	0.083	0.084
<b>TSY</b>	<b>49,260</b>		<b>Aaa</b>	<b>1.30</b>	<b>Avg Life=1.5</b>	<b>49,128,102</b>	<b>17.18</b>	<b>1.532</b>	<b>1.487</b>
	3,500	UNITED STATES TREAS NTS	TSY	1.00	12/31/2017	3,514,097	1.23	0.083	0.084
	225	UNITED STATES TREAS NTS	TSY	0.75	12/31/2017	225,625	0.08	0.083	0.084
	485	UNITED STATES TREAS NTS	TSY	0.75	3/31/2018	484,620	0.17	0.333	0.329
	1,500	UNITED STATES TREAS NTS	TSY	2.88	3/31/2018	1,514,652	0.53	0.333	0.329
	1,025	UNITED STATES TREAS NTS	TSY	0.63	4/30/2018	1,022,333	0.36	0.417	0.411
	2,500	UNITED STATES TREAS NTS	TSY	1.00	5/15/2018	2,496,261	0.87	0.500	0.451
	1,000	UNITED STATES TREAS BILL	TSY	0.00	5/17/2018	993,640	0.35	0.460	0.457
	2,500	UNITED STATES TREAS BILL	TSY	0.00	5/24/2018	2,483,175	0.87	0.479	0.476
	1,350	UNITED STATES TREAS NTS	TSY	1.00	5/31/2018	1,346,963	0.47	0.500	0.495
	1,000	UNITED STATES TREAS NTS	TSY	1.38	7/31/2018	1,003,518	0.35	0.667	0.657
	1,775	UNITED STATES TREAS NTS	TSY	1.38	9/30/2018	1,775,451	0.62	0.833	0.822
	2,000	UNITED STATES TREAS NTS	TSY	1.38	11/30/2018	1,994,100	0.70	1.000	0.988
	2,500	UNITED STATES TREAS NTS	TSY	1.25	12/31/2018	2,501,018	0.87	1.083	1.066
	250	UNITED STATES TREAS NTS	TSY	1.50	12/31/2018	251,037	0.09	1.083	1.064
	650	UNITED STATES TREAS NTS	TSY	1.63	3/31/2019	650,756	0.23	1.333	1.307
	2,000	UNITED STATES TREAS NTS	TSY	1.63	7/31/2019	2,005,975	0.70	1.667	1.626
	2,000	UNITED STATES TREAS NTS	TSY	1.50	11/30/2019	1,988,480	0.70	2.000	1.959
	2,000	UNITED STATES TREAS NTS	TSY	1.38	12/15/2019	1,995,783	0.70	2.083	1.988
	2,000	UNITED STATES TREAS NTS	TSY	1.25	1/31/2020	1,984,388	0.69	2.167	2.119
	2,000	UNITED STATES TREAS NTS	TSY	1.38	1/31/2020	1,990,957	0.70	2.167	2.116
	2,000	UNITED STATES TREAS NTS	TSY	1.38	2/15/2020	1,988,416	0.70	2.250	2.157
	1,000	UNITED STATES TREAS NTS	TSY	1.63	3/15/2020	998,592	0.35	2.333	2.230
	1,000	UNITED STATES TREAS NTS	TSY	1.38	3/31/2020	991,684	0.35	2.333	2.279
	2,000	UNITED STATES TREAS NTS	TSY	1.50	4/15/2020	1,987,691	0.69	2.417	2.317
	3,500	UNITED STATES TREAS NTS	TSY	1.38	4/30/2020	3,464,473	1.21	2.417	2.361
	1,000	UNITED STATES TREAS NTS	TSY	1.50	5/15/2020	992,122	0.35	2.500	2.399

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	2,000	UNITED STATES TREAS NTS	TSY	1.50	5/31/2020	1,982,500	0.69	2.500	2.443
	1,000	UNITED STATES TREAS NTS	TSY	1.63	7/31/2020	998,927	0.35	2.667	2.586
	1,500	UNITED STATES TREAS NTS	TSY	1.50	8/15/2020	1,491,857	0.52	2.750	2.632
	1,000	UNITED STATES TREAS NTS	TSY	2.13	8/31/2020	1,011,842	0.35	2.750	2.653
	1,000	UNITED STATES TREAS NTS	TSY	1.75	10/31/2020	997,170	0.35	2.917	2.833
<b>AGY</b>	<b>165,268</b>		<b>Aaa</b>	<b>0.63</b>	<b>Avg Life=0.5</b>	<b>165,187,813</b>	<b>57.75</b>	<b>0.491</b>	<b>0.220</b>
	5,000	FHLB DISC NT	AGY	0.00	12/1/2017	5,000,000	1.75	0.003	0.003
	3,000	FHLB DISC NT	AGY	0.00	12/4/2017	2,999,700	1.05	0.011	0.011
	4,000	FHLB DISC NT	AGY	0.00	12/6/2017	3,999,360	1.40	0.016	0.016
	2,500	FEDERAL FARM CR BKS	AGY	1.28	12/8/2017	2,502,079	0.87	0.022	0.022
	6,398	FHLB DISC NT	AGY	0.00	12/11/2017	6,395,953	2.24	0.030	0.030
	3,500	FHLB DISC NT	AGY	0.00	12/12/2017	3,498,775	1.22	0.033	0.033
	5,000	FHLB DISC NT	AGY	0.00	12/13/2017	4,998,100	1.75	0.036	0.035
	415	TENNESSEE VALLEY AUTH	AGY	6.25	12/15/2017	427,693	0.15	0.083	0.041
	6,000	FHLB DISC NT	AGY	0.00	12/15/2017	5,997,300	2.10	0.041	0.041
	2,500	FHLB DISC NT	AGY	0.00	12/22/2017	2,498,325	0.87	0.060	0.060
	950	FEDERAL FARM CR BKS	AGY	1.28	1/2/2018	951,119	0.33	0.083	0.004
	1,000	FEDERAL FARM CR BKS	AGY	1.26	1/8/2018	1,000,933	0.35	0.083	0.021
	2,000	FHLB DISC NT	AGY	0.00	1/10/2018	1,997,240	0.70	0.112	0.112
	2,500	FEDERAL NATL MTG ASSN	AGY	1.33	1/11/2018	2,505,306	0.88	0.083	0.115
	1,000	FHLB DISC NT	AGY	0.00	1/12/2018	998,550	0.35	0.118	0.117
	400	FEDERAL FARM CR BKS	AGY	1.30	1/17/2018	400,299	0.14	0.167	0.045
	1,500	FEDERAL FARM CREDIT BANKS	Aaa	1.27	1/22/2018	1,507,625	0.53	0.167	0.145
	2,500	FHLB DISC NT	AGY	0.00	1/24/2018	2,495,350	0.87	0.151	0.150
	1,500	FEDERAL FARM CR BKS	AGY	1.47	1/25/2018	1,500,966	0.52	0.167	0.067
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.16	1/25/2018	1,500,257	0.52	0.167	0.067
	1,200	FHLB DISC NT	AGY	0.00	1/26/2018	1,197,684	0.42	0.156	0.155
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.16	1/26/2018	1,000,089	0.35	0.167	0.070
	2,000	FEDERAL FARM CR BKS	AGY	1.34	1/26/2018	2,003,207	0.70	0.167	0.156
	2,500	FNMA DISC NT	AGY	0.00	1/31/2018	2,494,750	0.87	0.170	0.169
	5,000	FHLMC DISC NT	AGY	0.00	2/5/2018	4,988,200	1.74	0.184	0.182
	1,000	FEDERAL FARM CR BKS	AGY	1.36	2/6/2018	1,001,168	0.35	0.167	0.186
	855	FHLB DISC NT	AGY	0.00	2/8/2018	852,888	0.30	0.192	0.190
	2,500	FHLB DISC NT	AGY	0.00	2/9/2018	2,493,725	0.87	0.195	0.193

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.09	2/12/2018	1,000,515	0.35	0.167	0.030
	1,700	FHLB DISC NT	AGY	0.00	2/23/2018	1,694,883	0.59	0.233	0.231
	1,500	FEDERAL FARM CR BKS	AGY	1.36	2/26/2018	1,500,781	0.52	0.250	0.069
	2,800	FEDERAL FARM CR BKS	AGY	1.29	3/2/2018	2,810,202	0.98	0.250	0.002
	2,000	FHLB DISC NT	AGY	0.00	3/9/2018	1,992,760	0.70	0.271	0.269
	2,000	FHLB DISC NT	AGY	0.00	3/19/2018	1,992,020	0.70	0.299	0.296
	1,300	FEDERAL HOME LOAN BANKS	AGY	0.88	3/19/2018	1,300,423	0.45	0.333	0.296
	3,000	FEDERAL HOME LOAN BANKS	AGY	1.14	3/19/2018	3,007,523	1.05	0.333	0.049
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.33	3/23/2018	2,001,478	0.70	0.333	0.060
	2,800	FHLB DISC NT	AGY	0.00	3/23/2018	2,788,408	0.97	0.310	0.307
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.11	3/26/2018	1,502,930	0.53	0.333	0.068
	1,490	FHLB DISC NT	AGY	0.00	3/28/2018	1,483,563	0.52	0.323	0.321
	1,300	FEDERAL NATL MTG ASSN	AGY	0.88	3/28/2018	1,300,009	0.45	0.333	0.321
	2,500	FHLB DISC NT	AGY	0.00	4/2/2018	2,488,475	0.87	0.337	0.334
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.10	4/6/2018	1,500,892	0.52	0.333	0.012
	2,305	FEDERAL FARM CR BKS	AGY	1.31	4/16/2018	2,307,814	0.81	0.417	0.039
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.18	4/25/2018	1,499,976	0.52	0.417	0.064
	2,000	FFCB DISC NT	AGY	0.00	4/26/2018	1,988,960	0.70	0.403	0.400
	2,500	FHLB DISC NT	AGY	0.00	5/2/2018	2,485,425	0.87	0.419	0.416
	2,500	FHLB DISC NT	AGY	0.00	5/4/2018	2,485,250	0.87	0.425	0.421
	2,500	FHLB DISC NT	AGY	0.00	5/11/2018	2,484,575	0.87	0.444	0.440
	1,750	FHLB DISC NT	AGY	0.00	5/15/2018	1,738,940	0.61	0.455	0.451
	2,000	FHLB DISC NT	AGY	0.00	5/16/2018	1,987,280	0.69	0.458	0.454
	1,500	FHLB DISC NT	AGY	0.00	5/18/2018	1,490,340	0.52	0.463	0.459
	3,250	FFCB DISC NT	AGY	0.00	5/21/2018	3,228,713	1.13	0.471	0.468
	1,000	FEDERAL FARM CR BKS	AGY	1.42	5/25/2018	1,001,177	0.35	0.500	0.063
	1,250	FFCB DISC NT	AGY	0.00	5/31/2018	1,241,325	0.43	0.499	0.495
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.11	6/12/2018	2,000,665	0.70	0.500	0.026
	1,500	FEDERAL FARM CR BKS	AGY	1.22	7/20/2018	1,500,867	0.52	0.667	0.047
	1,150	FEDERAL FARM CR BKS	AGY	1.38	8/1/2018	1,153,132	0.40	0.667	-0.006
	2,000	FEDERAL FARM CR BKS	AGY	1.07	9/28/2018	2,001,888	0.70	0.833	0.065
	1,000	FEDERAL FARM CR BKS	AGY	1.34	10/3/2018	1,002,614	0.35	0.833	-0.002
	1,300	FEDERAL NATL MTG ASSN	AGY	1.13	10/19/2018	1,295,556	0.45	0.917	0.874
	1,000	FEDERAL HOME LOAN BANKS 1.40	Aaa	1.40	11/7/2018	1,003,454	0.35	0.917	0.008

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.15	11/8/2018	1,000,595	0.35	0.917	0.009
	1,750	FEDERAL HOME LOAN BANKS	AGY	1.23	11/23/2018	1,750,367	0.61	1.000	0.050
	1,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.21	12/5/2018	1,003,251	0.35	1.000	0.000
	1,500	FEDERAL FARM CR BKS	AGY	1.23	12/20/2018	1,501,112	0.52	1.083	0.041
	2,500	FEDERAL HOME LOAN BANKS	AGY	1.19	12/21/2018	2,500,017	0.87	1.083	0.043
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.16	1/11/2019	1,000,380	0.35	1.083	0.014
	2,500	FEDERAL FARM CR BKS	AGY	1.26	1/23/2019	2,501,789	0.87	1.167	0.047
	1,105	FEDERAL NATL MTG ASSN	AGY	1.38	1/28/2019	1,105,641	0.39	1.167	1.141
	1,500	FEDERAL FARM CR BKS	AGY	1.60	2/25/2019	1,506,948	0.53	1.250	0.055
	1,300	FEDERAL NATL MTG ASSN	AGY	1.00	2/26/2019	1,291,577	0.45	1.250	1.222
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.17	3/14/2019	1,000,258	0.35	1.250	0.020
	1,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.15	4/10/2019	1,004,208	0.35	1.333	0.100
	1,500	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.16	4/15/2019	1,508,248	0.53	1.417	0.365
	1,500	FEDERAL FARM CREDIT BANKS .9	Aaa	1.17	4/24/2019	1,502,224	0.53	1.417	0.139
	1,000	FEDERAL FARM CREDIT BANKS .9	Aaa	1.19	4/25/2019	1,000,875	0.35	1.417	0.057
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.63	6/14/2019	2,010,086	0.70	1.500	1.499
	1,000	FEDERAL FARM CR BKS	AGY	1.47	6/20/2019	1,004,609	0.35	1.583	0.037
	2,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.17	6/27/2019	2,010,460	0.70	1.583	0.061
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.28	8/28/2019	1,499,446	0.52	1.750	0.050
	2,500	FEDERAL FARM CR BKS	AGY	1.51	10/24/2019	2,510,978	0.88	1.917	0.042
	1,000	FEDERAL NATL MTG ASSN	AGY	1.50	2/28/2020	995,323	0.35	2.250	2.189
	2,500	FEDERAL HOME LOAN BANKS	AGY	1.75	6/12/2020	2,509,967	0.88	2.500	2.447
<b>OGVT</b>	<b>6,855</b>		<b>A2</b>	<b>2.77</b>	<b>Avg Life=0.7</b>	<b>6,956,361</b>	<b>2.43</b>	<b>0.680</b>	<b>0.673</b>
	500	LA SALLE & BUREAU CNTYS ILL	A1	5.15	12/1/2017	512,803	0.18	0.003	0.003
	300	MACON & DE WITT CNTYS ILL C	A+	3.75	12/1/2017	305,594	0.11	0.003	0.003
	250	ROSEMONT ILL TAXABLE GO REF	Baa1	3.00	12/1/2017	253,729	0.09	0.003	0.003
	300	ATLANTA & FULTON CNTY GA RE	Aa1	1.55	12/1/2017	302,312	0.11	0.003	0.003
	1,980	NEW JERSEY ECONOMIC DEV AUT	Baa1	2.42	6/15/2018	2,002,941	0.70	0.500	0.527
	1,000	LOS ANGELES CNTY CALIF REDE	AA-	2.06	8/1/2018	1,008,219	0.35	0.667	0.657
	2,000	INDUSTRY CALIF PUB FACS AUT	AA	3.04	1/1/2019	2,040,936	0.71	1.083	1.053
	525	FLORIDA ST BRD ADMIN FIN CO	Aa3	2.16	7/1/2019	529,826	0.19	1.583	1.534
<b>CMO</b>	<b>31</b>		<b>Aaa</b>	<b>4.50</b>	<b>Avg Life=0.3</b>	<b>31,352</b>	<b>0.01</b>	<b>0.333</b>	<b>0.391</b>
	31	FHLMC 4459- NB	AGY	4.50	1/15/2020	31,352	0.01	0.333	0.391
<b>CMBS</b>	<b>597</b>		<b>Aaa</b>	<b>1.63</b>	<b>Avg Life=1.0</b>	<b>597,563</b>	<b>0.21</b>	<b>0.970</b>	<b>0.402</b>

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	71	FNMA 2015-M1- ASQ2	AGY	1.63	2/25/2018	71,021	0.02	0.167	0.257
	48	FNMA 2015-M07- ASQ2	AGY	1.55	4/25/2018	48,016	0.02	0.250	0.319
	3	FNMA 2015-M3- FA	AGY	1.51	6/25/2018	3,003	0.00	0.500	0.126
	29	FNMA 2015-M4- FA	AGY	1.50	9/25/2018	29,018	0.01	0.750	0.126
	32	FNMA 2015-M08- FA	AGY	1.45	11/25/2018	32,049	0.01	0.750	0.127
	48	FNMA 2015-M15- ASQ2	AGY	1.90	1/25/2019	48,063	0.02	0.583	0.661
	138	FNMA 2015-M13- ASQ2	AGY	1.65	9/25/2019	137,809	0.05	1.000	1.015
	228	FNMA 2015-M12- FA	AGY	1.63	4/25/2020	228,584	0.08	1.500	0.118
<b>MM</b>	<b>50,025</b>		<b>P-1</b>	<b>0.00</b>	<b>Avg Life=0.1</b>	<b>49,921,941</b>	<b>17.45</b>	<b>0.120</b>	<b>0.119</b>
	2,000	APPLE INC	P-1	0.00	12/4/2017	1,997,640	0.70	0.011	0.010
	2,500	MICROSOFT CORP	P-1	0.00	12/5/2017	2,499,375	0.87	0.014	0.014
	3,000	PROCTER AND GAMBLE CO	P-1	0.00	12/6/2017	2,999,400	1.05	0.016	0.016
	2,750	APPLE INC	P-1	0.00	12/7/2017	2,746,838	0.96	0.019	0.019
	3,500	WAL-MART STORES INC	P-1	0.00	12/8/2017	3,496,395	1.22	0.022	0.021
	1,500	WAL-MART STORES INC	P-1	0.00	12/14/2017	1,499,325	0.52	0.038	0.038
	1,500	MICROSOFT CORP	P-1	0.00	12/14/2017	1,499,310	0.52	0.038	0.038
	2,500	CHEVRON CORP NEW	P-1	0.00	12/14/2017	2,498,900	0.87	0.038	0.038
	2,500	EXXON CORP	P-1	0.00	12/15/2017	2,498,800	0.87	0.041	0.041
	1,500	APPLE INC	P-1	0.00	1/3/2018	1,498,275	0.52	0.093	0.093
	2,025	MICROSOFT CORP	P-1	0.00	1/9/2018	2,022,226	0.71	0.110	0.109
	2,000	COCA COLA CO	P-1	0.00	1/9/2018	1,994,960	0.70	0.110	0.108
	3,000	CHEVRON CORP NEW	P-1	0.00	1/10/2018	2,992,590	1.05	0.112	0.111
	1,500	COCA COLA CO	P-1	0.00	1/11/2018	1,497,750	0.52	0.115	0.114
	1,000	APPLE INC	P-1	0.00	1/16/2018	998,320	0.35	0.129	0.128
	1,500	COCA COLA CO	P-1	0.00	1/16/2018	1,495,920	0.52	0.129	0.127
	2,500	MICROSOFT CORP	P-1	0.00	1/16/2018	2,493,875	0.87	0.129	0.127
	2,000	MICROSOFT CORP	P-1	0.00	1/23/2018	1,996,120	0.70	0.148	0.147
	1,500	APPLE INC	P-1	0.00	1/29/2018	1,495,185	0.52	0.164	0.163
	1,000	PROCTER AND GAMBLE CO	P-1	0.00	1/31/2018	996,880	0.35	0.170	0.168
	1,250	PROCTER AND GAMBLE CO	P-1	0.00	2/7/2018	1,247,025	0.44	0.189	0.188
	1,250	APPLE INC	P-1	0.00	2/12/2018	1,245,225	0.44	0.203	0.201
	1,500	COCA COLA CO	P-1	0.00	2/14/2018	1,494,210	0.52	0.208	0.206
	1,000	APPLE INC	P-1	0.00	3/12/2018	996,160	0.35	0.279	0.277



Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,000	COCA COLA CO	P-1	0.00	4/11/2018	993,960	0.35	0.362	0.358
	1,750	COCA COLA CO	P-1	0.00	6/4/2018	1,737,278	0.61	0.510	0.506
	1,000	COCA COLA CO	P-1	0.00	8/6/2018	990,000	0.35	0.682	0.677
<b>Total:</b>	<b>286,235</b>		<b>Aaa</b>	<b>0.72</b>	<b>Avg Life=0.6</b>	<b>286,022,133</b>	<b>100.00</b>	<b>0.590</b>	<b>0.424</b>

## College of DuPage

11/30/2017

Average Life	Market Value	% of Total
0 - 6 mo	\$ 202,517,744	70.8%
6 mo - 1 yr	\$ 36,655,468	12.8%
1 yr - 2 yrs	\$ 26,381,692	9.2%
2 yrs - 3 yrs	\$ 20,467,229	7.2%
<b>Total</b>	<b>\$ 286,022,133</b>	<b>100.0%</b>

### Note:

Securities with average life of 6 months are in the 6 mo - 1 yr category.

Securities with average life of 1 year are in the 1 - 2 yr category.

Securities with average life of 2 year are in the 2 - 3 yr category.

### Percent Ownership of Gov't Money Market Fund

As of 11/30/2017 0.43%

## Disclosure

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### Terms

**Par** = Face value of Bond

**Quality** = Rating from Moody's

**Coupon** = The security coupon rate or the weighted average coupon of the bonds in a portfolio

**Mkt Value (\$)** = Market Value

**% Held (MV)** = Percent weight of the security in the portfolio based on market value

**YTW** = the lowest potential yield that can be received on a bond without the issuer actually defaulting.

**Eff Duration** = Effective Duration - An option-adjusted measure of a bond's (or portfolio's) sensitivity to changes in interest rates

**Maturity** = The security maturity from the date of the report or the market value weighted average maturity of the bonds in a portfolio

**Port Mkt Val (000)** = Portfolio Market Value

**Quality** = The Moody's security rating or the market value weighted average quality of the bonds in a portfolio

**Average Life** = The weighted average time to receipt of principal payments (including scheduled pay-downs and prepayments)

### Sector Abbreviations

**Cash** = Cash invested in Money Market Fund

**TSY** = Treasury Securities

**AGY** = Agency Securities

**OGVT** = Longer Dated Municipal Securities

**CMBS** = Commercial Mortgage Backed Security

**CMO** = Collateralized Mortgage Obligation

**MUNI** = Short Dated Municipal Securities

**MM** = includes commercial paper

## Disclosure

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The purpose and nature of this piece is informational and educational. The analysis and views expressed in this proposal reflect personal views about the subject and not related to any specific security recommendations. The information and statistics in this report have been obtained from sources we believe are reliable but we do not warrant their accuracy or completeness. We do not undertake to advise the reader as to changes of our views in the future. This is not a solicitation of an order to buy or sell any securities. Past performance is no guarantee of future results.

Certain of the statements contained herein are statements of future expectations and other forward-looking statements that are based on management's current views and assumptions and involve known and unknown risks and uncertainties that could cause actual results, performance or events to differ materially from those expressed or implied in such statements. We do not undertake to advise the reader as to changes of our views in the future. Actual results, performance or events may differ materially from those in such statements due to, without limitation, (1) general economic conditions, (2) performance of financial markets, (3) interest rate levels.

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This is not intended to serve as a complete analysis of every material fact regarding any company, industry or security. The opinions expressed here reflect our judgment at this date and are subject to change. Information has been obtained from sources we consider to be reliable, but we cannot guarantee the accuracy. This publication is prepared for general information only. This material does not constitute investment advice and is not intended as an endorsement of any specific investment. It does not have regard to the specific investment objectives, financial situation and the particular needs of any specific person who may receive this report. Investors should seek advice regarding the appropriateness of investing in any securities or investment strategies discussed or recommended in this report and should understand that statements regarding future prospects may not be realized. Investment involves risk. Market conditions and trends will fluctuate. The value of an investment as well as income associated with investments may rise or fall. Accordingly, investors may receive back less than originally invested. Investments cannot be made in an index. Past performance is not necessarily a guide to future performance.

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Investment products are: **Not FDIC Insured – No Bank Guarantee – May Lose Value.** For additional firm information please refer to Form ADV which is made available by visiting <http://www.adviserinfo.sec.gov/>

COLLEGE OF DUPAGE  
FISCAL YEAR 2018 GENERAL FUND BUDGET AND EXPENDITURES by DIVISION  
November 30, 2017  
As of November 30, 2017 (11 of 26 Payrolls have occurred = 42.3%)

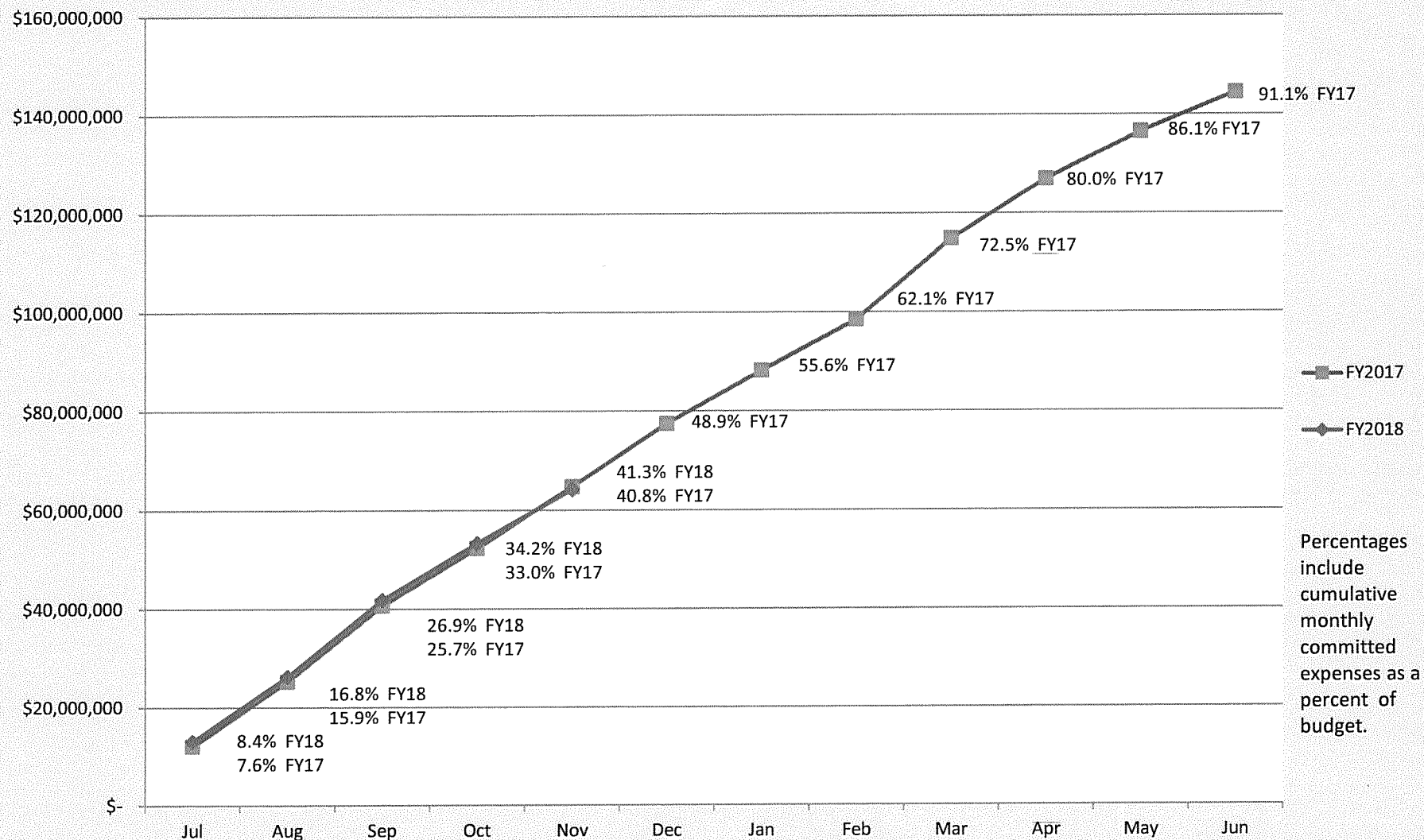
DIVISION	ANNUAL BUDGET	EXPENDITURES (1) YEAR TO DATE	FUTURE COMMITMENTS	TOTAL COMMITTED	UNCOMMITTED BALANCE	% OF BUDGET COMMITTED
<b>EDUCATION FUND</b>						
President	\$ 909,943	\$ 362,137	\$ 2,000	\$ 364,137	\$ 545,806	40.02%
<b>Board of Trustees</b>						
Board of Trustees Administration	79,816	23,026	-	23,026	56,790	28.85%
Office of General Counsel	393,418	115,510	7,324	122,834	270,584	31.22%
<b>Board of Trustees Total</b>	<b>473,234</b>	<b>138,536</b>	<b>7,324</b>	<b>145,860</b>	<b>327,374</b>	<b>30.82%</b>
<b>Legislative Relations</b>	<b>332,842</b>	<b>100,381</b>	<b>847</b>	<b>101,228</b>	<b>231,614</b>	<b>30.41%</b>
<b>Academic Affairs</b>						
Academic Affairs Administration	11,279,428	3,726,675	148,715	3,875,390	7,404,038	34.36%
Business & Technology	11,617,939	4,635,140	237,781	4,872,921	6,745,018	41.94%
Arts, Communication & Hospitality	12,629,921	4,856,285	320,872	5,177,157	7,452,764	40.99%
Biology & Health Sciences	14,226,207	5,626,100	290,367	5,916,467	8,309,740	41.59%
Liberal Arts	11,753,293	4,710,715	94	4,710,809	7,042,484	40.08%
Social/Behavioral Sciences	9,120,862	3,715,803	3,555	3,719,358	5,401,504	40.78%
Library	4,963,859	2,353,277	161,565	2,514,842	2,449,017	50.66%
Math & Natural Sciences	10,549,494	4,239,157	29,840	4,268,997	6,280,497	40.47%
Continuing Education	2,684,393	1,372,536	52,403	1,424,939	1,259,454	53.08%
<b>Academic Affairs Total</b>	<b>88,825,396</b>	<b>35,235,688</b>	<b>1,245,192</b>	<b>36,480,880</b>	<b>52,344,516</b>	<b>41.07%</b>
<b>Student Affairs</b>	<b>15,830,606</b>	<b>5,687,565</b>	<b>339,755</b>	<b>6,027,320</b>	<b>9,803,286</b>	<b>38.07%</b>
<b>Advancement</b>						
Development & Foundation	1,278,874	425,483	9,819	435,302	843,572	34.04%
Marketing & Communication	4,290,995	1,310,149	735,989	2,046,138	2,244,857	47.68%
<b>Advancement Total</b>	<b>5,569,869</b>	<b>1,735,632</b>	<b>745,808</b>	<b>2,481,440</b>	<b>3,088,429</b>	<b>44.55%</b>
<b>Information Technology</b>	<b>14,151,415</b>	<b>6,123,871</b>	<b>380,974</b>	<b>6,504,845</b>	<b>7,646,570</b>	<b>45.97%</b>
<b>Planning &amp; Inst. Effectiveness</b>	<b>873,018</b>	<b>212,984</b>	<b>-</b>	<b>212,984</b>	<b>660,034</b>	<b>24.40%</b>
<b>Administrative Affairs</b>						
Administrative Affairs Admin.	355,421	144,731	1,292	146,023	209,398	41.08%
Business Affairs	2,093,450	746,696	642,107	1,388,803	704,647	66.34%
Police	2,248,611	925,760	32,465	958,225	1,290,386	42.61%
Financial Affairs	4,000,225	1,495,178	37,056	1,532,234	2,467,991	38.30%
Risk Management	363,862	137,896	10,539	148,435	215,427	40.79%
General Institutional	11,115,814	3,951,684	108,859	4,060,543	7,055,271	36.53%
Budget Office	170,230	59,670	-	59,670	110,560	35.05%
<b>Administrative Affairs Total</b>	<b>20,347,613</b>	<b>7,461,615</b>	<b>832,318</b>	<b>8,293,933</b>	<b>12,053,680</b>	<b>40.76%</b>
<b>Facilities</b>	<b>4,193,567</b>	<b>1,414,007</b>	<b>605,211</b>	<b>2,019,218</b>	<b>2,174,349</b>	<b>48.15%</b>
<b>Human Resources</b>	<b>2,769,538</b>	<b>922,455</b>	<b>113,845</b>	<b>1,036,300</b>	<b>1,733,238</b>	<b>37.42%</b>
<b>Public Relations</b>	<b>1,151,302</b>	<b>439,098</b>	<b>35,702</b>	<b>474,800</b>	<b>676,502</b>	<b>41.24%</b>
<b>Total Education Fund:</b>	<b>\$ 155,428,343</b>	<b>\$ 59,833,969</b>	<b>\$ 4,308,976</b>	<b>\$ 64,142,945</b>	<b>\$ 91,285,398</b>	<b>41.27%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
<b>Facilities</b>	<b>\$ 14,781,336</b>	<b>\$ 4,281,308</b>	<b>\$ 1,131,122</b>	<b>\$ 5,412,430</b>	<b>\$ 9,368,906</b>	<b>36.62%</b>
<b>General Institutional</b>	<b>539,000</b>	<b>471,432</b>	<b>-</b>	<b>471,432</b>	<b>67,568</b>	<b>87.46%</b>
<b>Total Operations &amp; Maintenance Fund:</b>	<b>\$ 15,320,336</b>	<b>\$ 4,752,740</b>	<b>\$ 1,131,122</b>	<b>\$ 5,883,862</b>	<b>\$ 9,436,474</b>	<b>38.41%</b>
<b>Total General Fund</b>	<b>\$ 170,748,679</b>	<b>\$ 64,586,709</b>	<b>\$ 5,440,098</b>	<b>\$ 70,026,807</b>	<b>\$ 100,721,872</b>	<b>41.01%</b>

**NOTES:**

(1) The expenditures are based on unaudited numbers from the general ledger.

b.

**College of DuPage  
FY2017 & FY2018 Education Fund Committed Expenditures  
FY2018 November**



**COLLEGE OF DUPAGE**  
**Operating Cash Available to Pay Annual Operating Expenses**  
**as of November 30, 2017**

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

	<u>Without Restrictions</u>	<u>Net of Board Approved Fund Balance Restrictions</u>
<b>Total Operating Cash/Investments</b>	<b>\$ 236,444,535</b>	<b>\$ 236,444,535</b>
<b>Current Fund Balance Restrictions</b>		
Future Pension Obligations	-	(17,000,000)
Information Technology Plan	-	(5,000,000)
Capital Development Board 25% Match	-	(6,250,000)
Retiree OPEB Liability	-	(14,000,000)
New Teaching and Learning Center	-	(33,000,000)
Funded Depreciation (Deferred Facilities Maintenance)	-	(16,000,000)
<b>Current Fund Balance Restrictions</b>	<b>-</b>	<b>(91,250,000)</b>
<b>Net Operating Cash/Investments</b>	<b>236,444,535</b>	<b>145,194,535</b>
<b>FY2017 General Fund Expenditures *</b>	<b>157,224,775</b>	<b>157,224,775</b>
<b>Net % Of Operating Cash/Investments Available To Pay Annual Operating Expenses</b>	<b>150.4%</b>	<b>92.3%</b>

\* - Includes \$156.0 million of expenditures, plus \$1.2 million of transfers out.





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Grants and Gifts Status Report.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

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

Staff Contact: Karen M. Kuhn, M.S., CFRE  
Executive Director, Foundation  
Assistant Vice President, Development

Barbara S. Abromitis, Ed.D., CFRE  
Director, Grants

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

November 1 - 27, 2017

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	Gifts-In-Kind	Planned	Total
G620 / 35	A.R.C. Memorial Scholarship	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
R603 / 30	ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Program Support	1	\$3.33	\$0.00	\$0.00	\$0.00	\$0.00	\$3.33
D612 / 20	Automotive Service Technology Program Support	1	\$3.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50
G932 / 35	Automotive Technology Scholarship	1	\$3.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50
R607B / 30	Belushi Artist-In-Residence Program Support	3	\$69.38	\$0.00	\$0.00	\$0.00	\$0.00	\$69.38
G928 / 35	BTE Stage Management Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G948 / 35	Budilovsky Literary Endowed Scholarship	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
D624 / 20	Buffalo Theatre Ensemble Program Support	3	\$325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$325.00
R693 / 30	Business and Technology Program Support	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G268 / 35	Cancer Federation Scholarship	1	\$0.00	\$0.00	\$442.00	\$0.00	\$0.00	\$442.00
G700 / 35	Carol Stream Community College Scholarship	2	\$15.00	\$0.00	\$260.00	\$0.00	\$0.00	\$275.00
G475 / 35	Carter Carroll Excellence in History Award	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D690 / 20	Center for Entrepreneurship Fund for Workforce Development Support	2	\$27.50	\$0.00	\$0.00	\$0.00	\$0.00	\$27.50
G273 / 35	Certificate of GED Scholarship	1	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
G971 / 35	Chief George Graves Scholarship	2	\$35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.00
G302 / 35	Classified Personnel Committee (CPC) Scholarship	3	\$12.69	\$0.00	\$25.00	\$0.00	\$0.00	\$37.69
R622 / 30	Cleve Carney Art Gallery Fund	1	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
G827 / 40	Cleve Carney Endowed Art Fund	1	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
G912 / 25	College of DuPage Foundation's Impact Scholarship	1	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00
G915 / 25	College of DuPage Foundation's Returning Adult Scholarship	7	\$10.00	\$0.00	\$1,432.00	\$0.00	\$0.00	\$1,442.00
G918 / 25	College of DuPage Foundation's Single Parent Scholarship	14	\$543.68	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,643.68
G904 / 25	College of DuPage Foundation's Textbook Scholarship	8	\$75.00	\$0.00	\$331.00	\$0.00	\$0.00	\$406.00
D627 / 20	Culinary & Hospitality Program Support	2	\$0.00	\$0.00	\$416.00	\$0.00	\$0.00	\$416.00
G977 / 35	DeLara Family Scholarship	1	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00
R629 / 30	Dental Hygiene Program Support	1	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
G455 / 35	Donald Carter Memorial Scholarship	1	\$77.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77.00
R699A / 30	Dr. Donald and Helen (Gum) Westlake Endowed Fund for Student Productions	3	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
G150 / 25	Early Childhood Education Program Support	2	\$50.00	\$0.00	\$208.00	\$0.00	\$0.00	\$258.00
G892 / 35	Eileen M. Ward Textbook/Instructional Materials Endowed Scholarship	1	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
D703 / 30	Engineering Program Support	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
G942 / 35	Everyone Matters Scholarship	1	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
R612 / 30	Fine Arts Program Support	2	\$1,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,040.00
D704 / 30	FUEL Pantry Support	6	\$89.62	\$0.00	\$385.00	\$0.00	\$0.00	\$474.62
G902 / 25	G.E.D. Scholarship	4	\$555.00	\$0.00	\$50.00	\$0.00	\$0.00	\$605.00
D626 / 20	General Athletic Program Support	1	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
G808 / 40	General Scholarship Endowment	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G900 / 25	General Scholarship Fund	58	\$1,013.81	\$0.00	\$5,448.00	\$0.00	\$0.00	\$6,461.81
R661 / 30	George Macht Culinary & Hospitality Program Support	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G926 / 35	Glenn Hansen Leadership Scholarship	9	\$320.00	\$0.00	\$810.00	\$0.00	\$0.00	\$1,130.00
G406 / 35	Greg Joos Memorial Scholarship	2	\$61.54	\$0.00	\$0.00	\$0.00	\$0.00	\$61.54
G821 / 40	H. Claire Walters, RN Memorial Scholarship Endowment	1	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
R648 / 30	Homeland Security Program Support	1	\$0.00	\$0.00	\$26.00	\$0.00	\$0.00	\$26.00
R643 / 30	Honors Program Support	2	\$5.00	\$0.00	\$125.00	\$0.00	\$0.00	\$130.00
D629 / 20	Horticulture Program Support	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D701 / 20	HSTI Program Development and Training Program Support	1	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00
G201 / 35	Iyer Chemistry Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G230 / 35	John Belushi Memorial Scholarships for Music and Theater	2	\$88.46	\$0.00	\$0.00	\$0.00	\$0.00	\$88.46
G711 / 35	Lake Park District 108 Scholarship	1	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00

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

November 1 - 27, 2017

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	Gifts-In-Kind	Planned	Total
R659 / 20	Library Program Endowment	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
R672 / 30	Lifelong Learning Program Support	3	\$605.00	\$0.00	\$52.00	\$0.00	\$0.00	\$657.00
G155 / 25	Lifelong Learning Scholarship	1	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00
G714 / 35	Lyons Township High School District 204 Scholarship	1	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00
R705 / 30	MACtastic Treat Seats - Tickets for Kids and Families Endowed Program Support	11	\$810.00	\$0.00	\$50.00	\$0.00	\$0.00	\$860.00
R662 / 30	Marsh Project Support	1	\$73.00	\$0.00	\$0.00	\$0.00	\$0.00	\$73.00
G314 / 35	Mary Daly Endowed Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
R619 / 30	McAninch Arts Center General Fund	17	\$5,379.00	\$0.00	\$355.00	\$0.00	\$0.00	\$5,734.00
D693 / 20	Music Program Support	1	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00
D660 / 20	New Philharmonic Orchestra	8	\$2,800.00	\$0.00	\$100.00	\$0.00	\$0.00	\$2,900.00
G130 / 25	Nursing Alumni Scholarship	2	\$25.00	\$0.00	\$52.00	\$0.00	\$0.00	\$77.00
D702 / 30	Paralegal Program Support	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G429 / 35	Phi Theta Kappa Scholarship (Justine Kawalek Memorial)	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
G983 / 35	Raymond and Virginia Link Vocational Scholarship	8	\$825.00	\$0.00	\$25.00	\$0.00	\$0.00	\$850.00
G100 / 10	Resource for Excellence Fund	51	\$1,202.89	\$0.00	\$678.00	\$0.00	\$0.00	\$1,880.89
G469 / 35	Second Year Nursing Scholarship	4	\$30.00	\$0.00	\$150.00	\$0.00	\$0.00	\$180.00
G115 / 25	Student Crisis Emergency Support Program	3	\$159.61	\$0.00	\$0.00	\$0.00	\$0.00	\$159.61
R702 / 30	Student Leadership Academy Program Support	1	\$3.33	\$0.00	\$0.00	\$0.00	\$0.00	\$3.33
G931 / 35	Student Need Scholarship	1	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
G989 / 35	Study Abroad - Criminal Justice Scholarship	1	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00
G520 / 35	Study Abroad Scholarships	3	\$325.00	\$0.00	\$260.00	\$0.00	\$0.00	\$585.00
G967 / 35	The Christopher Drop Welding Scholarship	1	\$0.00	\$0.00	\$52.00	\$0.00	\$0.00	\$52.00
G563 / 35	The Honorable Bonnie M. Wheaton Endowed Scholarship	1	\$0.00	\$0.00	\$650.00	\$0.00	\$0.00	\$650.00
G938 / 35	Troy Scholarship for Engineering	1	\$12.50	\$0.00	\$0.00	\$0.00	\$0.00	\$12.50
G939 / 35	Troy Scholarship for Nursing	1	\$12.50	\$0.00	\$0.00	\$0.00	\$0.00	\$12.50
D632 / 20	Veteran Services Program Support	9	\$435.00	\$0.00	\$280.00	\$0.00	\$0.00	\$715.00
G135 / 25	Vocational Skills Program Support for Special Populations	5	\$170.00	\$0.00	\$50.00	\$0.00	\$0.00	\$220.00
D697 / 20	WDCB Employer Matching Gift Revenue (EMG)	7	\$100.00	\$0.00	\$395.00	\$0.00	\$0.00	\$495.00
D687 / 20	WDCB Future Fund	1	\$20.16	\$0.00	\$0.00	\$0.00	\$0.00	\$20.16
D696 / 20	WDCB Individual Gifts	1,286	\$31,887.78	\$274.60	\$25.00	\$0.00	\$0.00	\$32,187.44
D695 / 20	WDCB Underwriting	26	\$9,862.60	\$0.00	\$5,451.60	\$0.00	\$0.00	\$15,314.20
G965 / 40	William W. Steele Memorial Scholarship Endowment	1	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
R701 / 30	Youth Leadership Program and Scholarships	3	\$7.34	\$0.00	\$0.00	\$0.00	\$0.00	\$7.34
<b>Grand Totals:</b>			<b>\$82,268.78</b>	<b>\$274.60</b>	<b>\$29,123.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$111,666.98</b>

1,627 Gift(s) listed

1,565 Donor(s) listed

**College of DuPage Foundation**  
**Fiscal Year 2018 Gift Summary Report**  
Year-to-Date as of November 27, 2017

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
G620 / 35	A.R.C. Memorial Scholarship	7	\$114.00	\$0.00	\$250.00	\$0.00	\$0.00	\$364.00
R603 / 30	ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Program Support	2	\$3.33	\$0.00	\$83.34	\$0.00	\$0.00	\$86.67
G588 / 35	August Zarcone Memorial Endowed Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
D612 / 20	Automotive Service Technology Program Support	4	\$3.50	\$0.00	\$87.50	\$6,581.00	\$0.00	\$6,672.00
G932 / 35	Automotive Technology Scholarship	2	\$3.50	\$0.00	\$87.50	\$0.00	\$0.00	\$91.00
R607B / 30	Belushi Artist-In-Residence Program Support	13	\$207.80	\$0.00	\$100.00	\$0.00	\$0.00	\$307.80
G928 / 35	BTE Stage Management Scholarship	2	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
G948 / 35	Budilovsky Literary Endowed Scholarship	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
D624 / 20	Buffalo Theatre Ensemble Program Support	5	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00
R693 / 30	Business and Technology Program Support	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G268 / 35	Cancer Federation Scholarship	1	\$0.00	\$0.00	\$442.00	\$0.00	\$0.00	\$442.00
G700 / 35	Carol Stream Community College Scholarship	13	\$170.00	\$0.00	\$635.00	\$0.00	\$0.00	\$805.00
G475 / 35	Carter Carroll Excellence in History Award	2	\$10.00	\$0.00	\$250.00	\$0.00	\$0.00	\$260.00
D690 / 20	Center for Entrepreneurship Fund for Workforce Development Support	7	\$67.50	\$0.00	\$312.50	\$0.00	\$0.00	\$380.00
G273 / 35	Certificate of GED Scholarship	2	\$20.00	\$0.00	\$500.00	\$0.00	\$0.00	\$520.00
G971 / 35	Chief George Graves Scholarship	8	\$3,583.00	\$0.00	\$250.00	\$0.00	\$0.00	\$3,833.00
G302 / 35	Classified Personnel Committee (CPC) Scholarship	11	\$58.89	\$0.00	\$342.31	\$0.00	\$0.00	\$401.20
R622 / 30	Cleve Carney Art Gallery Fund	3	\$200.00	\$0.00	\$130.00	\$0.00	\$0.00	\$330.00
G827 / 40	Cleve Carney Endowed Art Fund	1	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
G215 / 35	College of DuPage Faculty Association Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G912 / 25	College of DuPage Foundation's Impact Scholarship	5	\$127.00	\$0.00	\$50.00	\$0.00	\$0.00	\$177.00
G915 / 25	College of DuPage Foundation's Returning Adult Scholarship	11	\$14.00	\$0.00	\$1,432.00	\$0.00	\$0.00	\$1,446.00
G918 / 25	College of DuPage Foundation's Single Parent Scholarship	32	\$772.30	\$0.00	\$2,210.18	\$0.00	\$0.00	\$2,982.48
G904 / 25	College of DuPage Foundation's Textbook Scholarship	17	\$107.00	\$0.00	\$581.00	\$0.00	\$0.00	\$688.00
D627 / 20	Culinary & Hospitality Program Support	7	\$90.00	\$0.00	\$416.00	\$0.00	\$0.00	\$506.00
G977 / 35	DeLara Family Scholarship	1	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00
R629 / 30	Dental Hygiene Program Support	1	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
G455 / 35	Donald Carter Memorial Scholarship	9	\$539.00	\$0.00	\$0.00	\$0.00	\$0.00	\$539.00
R699A / 30	Dr. Donald and Helen (Gum) Westlake Endowed Fund for Student Productions	3	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
G320 / 35	DuPage Area Moms Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G150 / 25	Early Childhood Education Program Support	7	\$66.00	\$0.00	\$1,458.00	\$0.00	\$0.00	\$1,524.00
G892 / 35	Eileen M. Ward Textbook/Instructional Materials Endowed Scholarship	2	\$7,258.77	\$0.00	\$0.00	\$0.00	\$0.00	\$7,258.77
G836 / 40	Eileen M. Ward Textbook/Instructional Materials Scholarship Endowment	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
D703 / 30	Engineering Program Support	4	\$1,602.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,602.00
G891 / 35	Esther Rowe Dodge Scholarship	1	\$0.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00
G942 / 35	Everyone Matters Scholarship	5	\$42.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42.00
D692 / 20	Fashion Program Support	2	\$0.00	\$0.00	\$0.00	\$1,126.00	\$0.00	\$1,126.00
R612 / 30	Fine Arts Program Support	3	\$1,040.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$2,040.00
D704 / 30	FUEL Pantry Support	14	\$497.62	\$0.00	\$625.38	\$0.00	\$0.00	\$1,123.00
G902 / 25	G.E.D. Scholarship	5	\$555.00	\$0.00	\$175.00	\$0.00	\$0.00	\$730.00
D626 / 20	General Athletic Program Support	1	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
G808 / 40	General Scholarship Endowment	2	\$1,025.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00
G900 / 25	General Scholarship Fund	173	\$24,956.06	\$0.00	\$13,102.69	\$0.00	\$0.00	\$38,058.75
R661 / 30	George Macht Culinary & Hospitality Program Support	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G926 / 35	Glenn Hansen Leadership Scholarship	11	\$320.00	\$0.00	\$2,310.00	\$0.00	\$0.00	\$2,630.00
G406 / 35	Greg Joos Memorial Scholarship	3	\$61.54	\$0.00	\$288.46	\$0.00	\$0.00	\$350.00
G821 / 40	H. Claire Walters, RN Memorial Scholarship Endowment	1	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
G959 / 35	H. J. Kleemann Engineering Scholarship	2	\$310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$310.00
R648 / 30	Homeland Security Program Support	1	\$0.00	\$0.00	\$26.00	\$0.00	\$0.00	\$26.00

**College of DuPage Foundation**  
**Fiscal Year 2018 Gift Summary Report**  
Year-to-Date as of November 27, 2017

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
R643 / 30	Honors Program Support	6	\$13.00	\$0.00	\$125.00	\$0.00	\$0.00	\$138.00
D629 / 20	Horticulture Program Support	4	\$110.00	\$0.00	\$250.00	\$150.00	\$0.00	\$510.00
D620 / 20	Horticulture Student Competition Support	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
D701 / 20	HSTI Program Development and Training Program Support	2	\$1.00	\$0.00	\$25.00	\$0.00	\$0.00	\$26.00
G201 / 35	Iyer Chemistry Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G177 / 35	Jesse J. Lopez Give a Kid a Second Chance Scholarship	3	\$5,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$15,000.00
G238 / 25	Jill Johnson Hall Memorial Scholarship	2	\$1,250.00	\$0.00	\$6,250.00	\$0.00	\$0.00	\$7,500.00
G230 / 35	John Belushi Memorial Scholarships for Music and Theater	15	\$634.60	\$0.00	\$0.00	\$0.00	\$0.00	\$634.60
G419 / 35	Keiser Accounting Endowed Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G711 / 35	Lake Park District 108 Scholarship	2	\$5.00	\$0.00	\$125.00	\$0.00	\$0.00	\$130.00
R703 / 30	Lakeside Pavilion Program Support	3	\$300.00	\$0.00	\$0.00	\$375.00	\$0.00	\$675.00
R602B / 30	Learning Commons Program Support	1	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
R660 / 20	Library Development Support	2	\$220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00
R659 / 20	Library Program Endowment	2	\$10.00	\$0.00	\$250.00	\$0.00	\$0.00	\$260.00
R672 / 30	Lifelong Learning Program Support	7	\$7,763.76	\$0.00	\$97.00	\$0.00	\$0.00	\$7,860.76
G155 / 25	Lifelong Learning Scholarship	3	\$6.00	\$0.00	\$72.00	\$0.00	\$0.00	\$78.00
G834 / 35	Louise Beem Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G714 / 35	Lyons Township High School District 204 Scholarship	2	\$5.00	\$0.00	\$125.00	\$0.00	\$0.00	\$130.00
R705 / 30	MACtastic Treat Seats - Tickets for Kids and Families Endowed Program Support	16	\$935.00	\$0.00	\$50.00	\$0.00	\$0.00	\$985.00
R662 / 30	Marsh Project Support	1	\$73.00	\$0.00	\$0.00	\$0.00	\$0.00	\$73.00
G314 / 35	Mary Daly Endowed Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G446 / 35	Mary Mack Scholarship	8	\$430.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430.00
R619 / 30	McAninch Arts Center General Fund	97	\$28,982.30	\$0.00	\$1,552.00	\$9,417.80	\$0.00	\$39,952.10
D694 / 20	Meteorology Program Support	2	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
G454 / 35	Morrissey Dental Hygiene Scholarship	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
D693 / 20	Music Program Support	3	\$55.00	\$0.00	\$125.00	\$0.00	\$0.00	\$180.00
G958 / 35	Naperville Community Gardeners Scholarship	5	\$32.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.00
G501 / 35	Naperville Rotary Charities and the Rotary Club of Naperville Scholarship	1	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
D660 / 20	New Philharmonic Orchestra	49	\$21,960.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$25,060.00
G996 / 35	Norman F. Hallis Memorial Scholarship for Automotive Technology Excellence	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G130 / 25	Nursing Alumni Scholarship	2	\$25.00	\$0.00	\$52.00	\$0.00	\$0.00	\$77.00
D702 / 30	Paralegal Program Support	2	\$10.00	\$0.00	\$250.00	\$0.00	\$0.00	\$260.00
G969 / 35	Patriot Scholarship	4	\$46.11	\$0.00	\$0.00	\$0.00	\$0.00	\$46.11
G429 / 35	Phi Theta Kappa Scholarship (Justine Kawalek Memorial)	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
G983 / 35	Raymond and Virginia Link Vocational Scholarship	12	\$1,125.00	\$0.00	\$25.00	\$0.00	\$0.00	\$1,150.00
D607 / 30	Red Grange Bowl Support	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
G100 / 10	Resource for Excellence Fund	77	\$4,966.80	\$0.00	\$2,358.76	\$4,485.00	\$0.00	\$11,810.56
G997 / 35	Rocio Automotive Technology Scholarship	2	\$1,002.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,002.00
G998 / 35	Rocio Computer & Internetworking Technology (CIT) Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
R656 / 30	Ronald Lemme Lecture Series	4	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
G961 / 35	Ruth Walbeck Memorial Scholarship	2	\$1,250.00	\$0.00	\$6,250.00	\$0.00	\$0.00	\$7,500.00
G469 / 35	Second Year Nursing Scholarship	8	\$46.00	\$0.00	\$150.00	\$0.00	\$0.00	\$196.00
G115 / 25	Student Crisis Emergency Support Program	6	\$1,184.61	\$0.00	\$240.39	\$0.00	\$0.00	\$1,425.00
R702 / 30	Student Leadership Academy Program Support	2	\$3.33	\$0.00	\$83.34	\$0.00	\$0.00	\$86.67
G931 / 35	Student Need Scholarship	1	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
G989 / 35	Study Abroad - Criminal Justice Scholarship	3	\$55.00	\$0.00	\$125.00	\$0.00	\$0.00	\$180.00
G520 / 35	Study Abroad Scholarships	7	\$365.00	\$0.00	\$260.00	\$0.00	\$0.00	\$625.00
G967 / 35	The Christopher Drop Welding Scholarship	1	\$0.00	\$0.00	\$52.00	\$0.00	\$0.00	\$52.00
G563 / 35	The Honorable Bonnie M. Wheaton Endowed Scholarship	1	\$0.00	\$0.00	\$650.00	\$0.00	\$0.00	\$650.00



**College of DuPage Foundation**  
**Fiscal Year 2018 Gift Summary Report**  
Year-to-Date as of November 27, 2017

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
G938 / 35	Troy Scholarship for Engineering	9	\$100.00	\$0.00	\$275.00	\$0.00	\$0.00	\$375.00
G939 / 35	Troy Scholarship for Nursing	9	\$100.00	\$0.00	\$275.00	\$0.00	\$0.00	\$375.00
G947 / 35	US Bank Scholarship Fund	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
D632 / 20	Veteran Services Program Support	13	\$2,165.00	\$0.00	\$280.00	\$0.00	\$0.00	\$2,445.00
G135 / 25	Vocational Skills Program Support for Special Populations	11	\$5,200.00	\$0.00	\$175.00	\$0.00	\$0.00	\$5,375.00
D697 / 20	WDCB Employer Matching Gift Revenue (EMG)	20	\$772.55	\$0.00	\$575.00	\$0.00	\$0.00	\$1,347.55
D700 / 20	WDCB Events	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D687 / 20	WDCB Future Fund	8	\$50,113.33	\$0.00	\$0.00	\$0.00	\$0.00	\$50,113.33
D696 / 20	WDCB Individual Gifts	7,514	\$256,229.95	\$274.60	\$874.30	\$779.85	\$0.00	\$258,158.70
D699 / 20	WDCB Merchandising	4	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00
D695 / 20	WDCB Underwriting	106	\$76,322.60	\$0.00	\$8,851.60	\$0.00	\$0.00	\$85,174.20
G237 / 25	Wilbur Walker Dodge Memorial Scholarship	2	\$1,250.00	\$0.00	\$6,250.00	\$0.00	\$0.00	\$7,500.00
G966 / 35	William W. Steele Memorial Endowed Scholarship	4	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00
G965 / 40	William W. Steele Memorial Scholarship Endowment	2	\$40.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,040.00
R701 / 30	Youth Leadership Program and Scholarships	7	\$10.34	\$0.00	\$180.32	\$0.00	\$0.00	\$190.66
<b>Grand Totals:</b>			<b>\$590,307.19</b>	<b>\$274.60</b>	<b>\$95,283.57</b>	<b>\$22,914.65</b>	<b>\$0.00</b>	<b>\$708,779.91</b>

8,504 Gift(s) listed

3,516 Donor(s) listed

**College of DuPage  
FY18 Grants Awarded Report  
July 1, 2017 - November 30, 2017**

*Note: New Entries in Bold*

<b>ALLOCATED GRANTS</b>								
<u>Grantor</u>	<u>Project Title</u>	<u>Department</u>	<u>Project Director</u>	<u>Type</u>	<u>Amount</u>	<u>Start Date</u>	<u>End Date</u>	<u>Description</u>
Illinois Community College Board	FY18 Adult Ed and Literacy Program	Continuing Education	Daniel Deasy	Federal/State	\$2,417,595	7/1/2017	6/30/2018	Federal and State allocated portion to support ABE/GED/ESL programming across the district.
Corporation for Public Broadcasting	Community Service Grant	WDCB	Dan Bindert	Federal	\$159,775		6/30/2018	Community service grant to provide support for WDCB Radio Station.
IL Dept of Commerce & Economic Opportunity	FY18 Procurement Technical Assistance Center Grant	Continuing Education/Center for Entrepreneurship	Rita Haake	Fed/State	\$102,000	7/1/2017	6/30/2018	To support assistance for small business owners through the Center for Entrepreneurship. (Federal: \$60,000; State: \$42,000)
Illinois Community College Board	Perkins Postsecondary Career and Technical Education-Program Improvement Grant (CTE)	Academic Affairs	Jonita Ellis	Federal	\$1,249,386	7/1/2017	6/30/2018	Federal allocation for unrestricted general program funding of Career and Technical Education program activities.
Illinois Community College Board	FY16-17 Adult Education & Family Literacy Grant	Continuing Education	Daniel Deasy	State	\$1,434,260	7/1/2016	12/31/2017	Second half of State allocated portion to fund ABE/GED/ESL programming across the district. (FY 16 to Dec. of FY 17)
<b>ALLOCATED GRANTS</b> (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.)					<b>\$5,363,016</b>			

College of DuPage  
FY18 Grants Awarded Report  
July 1, 2017 - November 30, 2017

*Note: New Entries in Bold*

COMPETITIVE REBATES								
<u>Grantor</u>	<u>Project Title</u>	<u>Department</u>	<u>Project Director</u>	<u>Type</u>	<u>Amount</u>	<u>Start Date</u>	<u>End Date</u>	<u>Description</u>
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.)						\$0		



**College of DuPage**  
**FY18 Grants Awarded Report**  
**July 1, 2017 - November 30, 2017**

*Note: New Entries in Bold*

<b>COMPETITIVE GRANTS</b>								
<b><u>Grantor</u></b>	<b><u>Project Title</u></b>	<b><u>Department</u></b>	<b><u>Project Director</u></b>	<b><u>Type</u></b>	<b><u>Amount</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>	<b><u>Description</u></b>
Internal Revenue Service	VITA: Volunteer Income Tax Assistance	Business	Beverly Carlson	Federal	\$13,500	8/1/2016	7/31/2018	To provide support for expansion of the VITA program run by the Accounting Dept. each year.
Arts Midwest	Touring Funds	MAC	Martinez	private	\$4,000	8/7/2017		Support for Savion Glover performances
Illinois Community College Board	FY 17 Special Populations Support	Student Affairs	Michael Duggan	State	\$10,000	7/1/2016	6/30/2017	To provide funding for an intern to assist in program for students with developmental disabilities
Illinois Community College Board	Bridging the Gap-Math	Mathematics	Mary Hill	State	\$15,000	7/1/2016	6/30/2017	Funding for study and implementation of Transitional and Co-requisite Math courses.
<b>COMPETITIVE GRANTS</b> (Includes grants from federal, state and private grantors where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.)					<b>\$42,500</b>			

College of DuPage  
FY18 Grants Awarded Report  
July 1, 2017 - November 30, 2017

*Note: New Entries in Bold*

SUB-AWARDS or IN KIND GRANTS								
<u>Grantor</u>	<u>Project Title</u>	<u>Department</u>	<u>Project Director</u>	<u>Type</u>	<u>Value</u>	<u>Start Date</u>	<u>End Date</u>	<u>Description</u>
Nat'l Science Foundation	R. Noyes Scholarship Program	STEM	Huvaere	Federal	\$3,000	10/1/2015	9/30/2020	\$1,000/year for 3 years for STEM activities
IL Sec. of State	Work Skills Enhance.	Literacy	Deasy	private	\$9,925	8/3/2017		subaward from JD Norman Industries
SUB-AWARD OR IN KIND GRANTS (Includes donations that have been granted to the institution for a particular period of time.)					\$9,925			
FY18 Total Grants Awarded as of November 30, 2017					\$5,415,441			

**VENDOR DONATIONS RECEIVED  
BY THE COLLEGE\***

YTD as of November 27, 2017

**JULY 2017**

*no activity*

**AUGUST 2017**

*Sodexo America, LLC*

20,000.00 Annual Gift

20,000.00

**SEPTEMBER 2017**

*no activity*

**OCTOBER 2017**

*no activity*

**NOVEMBER 2017**

*no activity*

\* Not processed through the COD Foundation



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Construction Change Orders for Board Information.

2. **REASON FOR CONSIDERATION**

Change orders will be funded from the designated project's overall budget and fall within the approved budget. These change orders are presented for information because they fall below the \$100,000 threshold and percentage of contract requirements.

3. **BACKGROUND INFORMATION**

These Change Orders are issued for Board Information in accordance with Administrative Procedure 10-90 (copy attached).

a) **Referendum-Related Projects**

*None*

b) **Capital Budget Projects**

*Unexpected Code Change: BIC 3401 Office Renovation, JMA Construction #01.*

## SUMMARY OF CONSTRUCTION CHANGE ORDERS

a) REFERENDUM-RELATED PROJECTS

None

b) CAPITAL BUDGET PROJECTS

**BIC 3401 OFFICE RENOVATION – JMA CONSTRUCTION #01: \$1,800.00.** Increased scope due to code required change. This change is for three (3) additional fire sprinkler heads to be added in the remodeled office suite. These additional sprinkler heads were required by the Village of Glen Ellyn, during their permit review, to improve water distribution coverage due to the location and orientation of the new study rooms in the middle of the office suite.

Contractor	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
JMA Construction	\$47,950.00	\$0.00	\$1,800.00	\$49,750.00
<b>Total this C.O.</b>	<b>\$47,950.00</b>	<b>\$0.00</b>	<b>\$1,800.00</b>	<b>\$49,750.00</b>

Staff Contact: Bruce Schmiedl, Director of Facilities Planning & Development



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Construction Status Overview provided for Board Information.

2. **REASON FOR CONSIDERATION**

The attached spreadsheet provides a brief summary of the status of College construction projects in various phases of development. This is being submitted to update the Board on the progress of activities to date.

3. **BACKGROUND INFORMATION**

The attached spreadsheet represents proposed projects, projects in progress and projects completed during this fiscal year.

(See attached spreadsheet)

Bruce Schmiedl, Director of Facilities Planning and Development



College of DuPage Construction Projects Update  
December 14, 2017

COMPLETED			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Actual Cost
SSG Miller/COD Student First Responder Honorarium	<div>Origin: Request from College Board.</div> <div>Scope: Design, fabrication and installation of a multi-panel graphics display containing five shaped metal panels containing photographs and text, set before a solid surface dot matrix background image of SSG Miller, together with a three panel bas relief containing metal plaques with names of fallen COD first responder and veteran alumni.</div>	Graphic design installations honoring a deceased District 502 Medal of Honor recipient together with fallen first responders and veterans who attended COD. Contractor bids received and award approved by Board March 16, 2016. Fabrication and installation completed June 16, 2017. Dedication ceremony held July 6, 2017.	\$82,845
Infrastructure (Campus Wide Security Cameras)	<div>Origin: COD Police Department.</div> <div>Scope: Furnish and install 55 pole mounted cameras and associated wiring at various locations throughout campus.</div>	Expanded security coverage of external areas. Cameras installed and power has been extended to camera locations. Completed July 28, 2017.	\$550,000
HEC Street Scene Acoustic Upgrades	<div>Origin: Request from Fire Science, SLEA and Continuing Education leadership.</div> <div>Scope: Furnish and install new full height to structural deck, sound isolation walls adjacent to existing walls separating the Immersive Training street scene from four existing shared classrooms. Work includes sound insulation, partition sealant, acoustic-rated glazing and sound isolation gasketing around all doors and penetrations.</div>	Acoustic upgrades will reduce sound disturbances within classrooms when training occurs on the street scene when utilizing gunfire and shouting of verbal commands, during incompatible class sessions. Work commenced April 3rd (material staging, demolition). West Classroom construction is substantially complete. Awaiting mid-August delivery of vestibule panels for full completion. Beneficial occupancy/turn-over occurred June 16, 2017. Classroom vestibule acoustic panels were installed August 28. Project is complete.	\$280,000
BIC Mail Room Upgrades	<div>Origin: Request from College leadership for alterations to improve working conditions for occupants.</div> <div>Scope: Improvements include replacement of outdated and mismatched mailroom furnishing and fixtures, infill of an existing overhead door opening with new storefront system to admit natural light, plus new carpeting and paint finishes.</div>	Improve working conditions for occupants, plus provide improved mail sorting fixtures with new, more functional and flexible units. Plan being confirmed with users. Campus architect (Bailey Edward) hired to prepare necessary construction drawings. Mail room furniture/equipment bids received August 4, 2017. Furniture vendor had internal production issues. <b>Complete. Occupants moved in November 28th.</b>	\$83,000

# College of DuPage Construction Projects Update

## December 14, 2017

Board of Trustees Meeting

IN PROGRESS			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
<b>Public Safety/Student Gallery</b>	<p>Origin: Request from College leadership.</p> <p>Scope: Security enhancements to existing SRC dispatch office. Work will include installing new secure doorway at the east end of the dispatch office, together with new service counter cabinetry in the SRC/SSC corridor. All necessary electrical, lighting and data infrastructure will be provided. Gallery work will include installation of new store front glazing systems matching existing, together with the relocation of HVAC supply and return grilles plus new lighting for artwork displays.</p>	Provide improved security and protection to existing dispatch central communication system, more prominent and readily identifiable, centralized location of public safety services. The gallery will provide space for Technology Program students to showcase their design projects and promote the achievements of their programs. Contractor award approved at May 18, 2017 Board Meeting. Gallery complete and turned over to users. <b>Security desk completion expected mid December 2017.</b>	\$92,000
<b>HSC Cadaver Lab Upgrades</b>	<p>Origin: Request by Anatomy &amp; Physiology faculty and Health Sciences leadership.</p> <p>Scope: Renovate and upgrade existing cadaver lab to include new epoxy flooring, new sealed acoustic ceiling tiles, surgical lighting, ventilation, new stainless steel cabinetry, plumbing, audio visual equipment and dissection tables.</p>	Optimize room layout to improve faculty/student safety and improve teaching environment and ability to expand curriculum offerings. Construction drawings complete. Contractor award approved at May 18, 2017 Board meeting. Construction is substantially complete. Training and close-out anticipated during November 2017. Supplemental HVAC was approved at the October 2017 Board meeting. <b>Completion anticipated by start of spring semester.</b>	<b>\$784,584</b>
<b>Partnership Hall</b>	<p>Origin: Request from College leadership to showcase academic and corporate Partners whom consistently participate with COD to serve our students.</p> <p>Scope: SRC/SSC corridor enhancements utilizing a combination of graphic and electronic media displays. The enhancements will provide flexibility for regular updating of materials and participating partnerships.</p>	The enhancements will enable educational and corporate partners to improve the quality of the presentations highlighting their respective offerings to our students and will aid in the recruiting of future COD students by presenting academic and career relationships that exist at COD. Graphic design contract approved by Board March 16, 2017. Stakeholder meetings complete. conceptual designs presented June 6th. Designs were presented to the President October 20th. <b>Anticipated completion July 2018.</b>	\$356,400 (order of magnitude estimate)
<b>SRC 2000 Audio/Visual Upgrades</b>	<p>Origin: Request for improvements from Conference &amp; Events, Multi-Media Services, Employment &amp; Employee Relations, TLC, Admissions &amp; Outreach, Career Services, Student Life, and Public Services,.</p> <p>Scope: Improve acoustics, lighting, sound system, electrical distribution/flexibility and projection capabilities, and refit the existing obsolete master control room.</p>	The proposed improvements will correct existing technical deficiencies and improve functionality, flexibility and expand College presentation and event capabilities. The improvements will enable the requesting providers to better serve the needs of students, faculty, staff and community. RFQ/QBS process is complete. Architectural services were approved at the April 20, 2017 Board meeting. Design Development substantially complete and to be presented to the President for confirmation. Construction drawings nearing completion. <b>Construction to occur between May 1, through September 28, 2018.</b>	\$1,200,000
<b>TEC Food Service Venue</b>	<p>Origin: Request reportedly received from west campus occupants regarding lack of convenient access to food services.</p> <p>Scope: Installation of peak-hour food service counter consisting of coffee brewing/dispensing, pastry display, self-service reach-in refrigeration, microwave station, dry storage closet, cabinetry, menu signage and condiment counter. Work includes all electrical, plumbing, HVAC and lighting infrastructure.</p>	Provide convenient access to food service for west campus occupants who cannot easily utilize east campus services due to class schedules, inclement weather and distance to SRC. Equipment approved for purchase at May 18, 2017 Board meeting. Campus Architect (Bailey Edward) engaged and prepared permit drawings (to Glen Ellyn). Bidding complete and approved at the September Board meeting. <b>Construction nearing completion for opening by start of Spring 2018 semester.</b>	\$226,000

# College of DuPage Construction Projects Update

## December 14, 2017

Board of Trustees Meeting

IN PROGRESS (contd.)			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
<b>BIC Honors Commons Conversion</b>	<p>Origin: Request from Honors Program leadership.</p> <hr/> <p>Scope: Demolition of existing Honors office and adjacent student lounge, BIC3531, 3531A and 3533 to create two offices, two assistant work stations, appropriately sized student lounge together with all required electrical, lighting and data infrastructure.</p>	<p>Provide spaces which will enable Honors leadership and faculty to better serve the needs of Honors Program students from one convenient location to utilize for program planning, events coordination, advising and counselling. Preliminary in-house design concepts were reviewed with Honors Program leadership and faculty. Campus architect has been hired (Perkins + Will). Permits received July 19, 2017. Bidding completed July 24, 2017. Construction in progress. <b>Completion anticipated late December 2017.</b></p>	\$264,600
<b>TEC Learning Commons</b>	<p>Origin: Request from Academic and Learning Commons leadership.</p> <hr/> <p>Scope: Subdivide the existing 1,670-sf reading room into two spaces. Construct a new 1,050-sf Learning Commons by adding a partition with glazing similar to the existing Tilton Learning Commons space in SRC. Provide eight work carrels with computers and individual four-person collaboration tables with seating for forty students/tutors. Additional electrical/data infrastructure will be provided to support check-in activities. The remaining 620-sf will remain a student reading area with seating for sixteen. A 56-sf AV storage room will be created within this space. Existing vending machines will be relocated to the lower level entry lobby.</p>	<p>Academic support Learning Commons space currently does not exist on the west campus. The existing TEC 1016 reading room is underutilized and has sufficient area to serve both needs. Students whose classes are primarily on the west campus are more likely to seek out these services if they are co-located with their classrooms. By subdividing this space, the Learning Commons team could provide centrally located services for students on the west campus. Campus architect has been hired (Cordogan Clark) and construction drawings are complete. Bidding is complete and was approved at the October Board meeting. <b>Completion anticipated at end of January 2018.</b></p>	\$127,310
<b>HSC 1235 Adjunct Office Reconfiguration</b>	<p>Origin: Request from College leadership.</p> <hr/> <p>Scope: Reconfigure existing office workstation plan into an open work space plan similar to those found in BIC 2A07 Adjunct Office, plus add one small conference room and two huddle spaces for one-on-one faculty/student meetings.</p>	<p>Provide spaces which will enable adjunct faculty to conduct one-on-one meetings with students while creating a more open environment for faculty users. Preliminary in-house design concepts were reviewed with College leadership and faculty. Campus architect has been hired (Bailey Edward). Construction drawings are complete. Bidding is complete and was approved at the October Board meeting. <b>Completion anticipated at end of January 2018.</b></p>	\$142,250
<b>SRC North Entrance Replacement</b>	<p>Origin: Request from Facilities, Administration and Public Safety</p> <hr/> <p>Scope: Remove existing deteriorated and obsolete revolving doors and replace with new vestibule and canopy.</p>	<p>Existing revolving doors are deteriorated and difficult to service and cannot be secured or monitored by campus electronic security system. New storefront systems will create a canopy and vestibule providing protection from inclement weather for pedestrians and bus patrons and enable all associated entrance doors to be secured and monitored by the college electronic security system. Contracts were approved at the September 2017 Board meeting. Project delayed awaiting permit issuance from Glen Ellyn. Vestibule/canopy construction to commence mid-December. <b>Completion expected by mid-March 2018.</b></p>	\$584,782
<b>BIC Adjunct Office Expansion</b>	<p>Origin: Reported request from adjunct faculty for student meeting spaces.</p> <hr/> <p>Scope: Expand existing Adjunct Faculty office BIC 2A07 into adjoining small classroom BIC 2500, to provide four additional faculty/student huddle spaces and one supervisor office. All existing classes in BIC 2500 can be rescheduled to alternate locations starting Fall 2018.</p>	<p>Current huddle space in BIC 2A07 (2 conference rooms) and HSC 1235 (zero conference rooms) is insufficient for faculty to meet privately with students. This project will create huddle rooms in which adjunct faculty can schedule time to meet and work with students. Architect hired, construction drawings commencing. Construction expected to commence in June 2018. <b>Anticipated completion in August 2018.</b></p>	\$302,400



**College of DuPage Construction Projects Update**  
**December 14, 2017**

IN PROGRESS (contd.)			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
MAC 153 Renovation	Origin: A request from Academic Leadership to update and remodel the room to meet contemporary teaching needs. <hr/> Scope: Reconfigure seven existing tiers with individual seating into four larger tiers with collaborative seating, power and data to enable student groups to connect to the classroom projector to present their work. Acoustics and finishes will also be improved.	Originally constructed in 1986 to teach theater and lighting, the only upgrades have been to replace worn seats and routine replacement of projection systems. The existing seven tiered space does not allow flexibility to facilitate discussions or other types of pedagogies that do not involve primarily lecture. The renovation from seven tiers to four tiers would lend itself to interactivity between students and provide sufficient workspace and access to power and data to facilitate group projects. The renovation will also improve exiting safety. Construction drawings in progress. Construction projected to start June 2018 due to class schedules. <b>Anticipated completion in August 2018.</b>	\$295,000 (order of magnitude estimate)
SRC Northeast Entrance Replacement	Origin: Request from Facilities, Administration and Public Safety <hr/> Scope: Remove existing deteriorated and obsolete revolving doors and replace with new vestibule and canopy.	Existing revolving doors are deteriorated and difficult to service and cannot be secured or monitored by campus electronic security system. New storefront systems will create a canopy and vestibule providing protection from inclement weather and enable all associated entrance doors to be secured and monitored by the college electronic security system. Bailey Edward Architects selected after obtaining quotes from three architects with whom that college has had satisfactory relationships. Design phase is commencing. <b>Project completion anticipated by July 2018.</b>	\$343,000 (order of magnitude estimate)
SSC 2201 Development Office	Origin: A request from the President and Student Affairs Leadership. <hr/> Scope: Converting the existing meeting space into offices for Institutional Advancement. Work will include two offices, associate administrative work stations and a waiting and display area for promotional materials.	The new space will provide a more inviting and welcoming location and environment to introduce prospective donors and supporting patrons to the College of DuPage. Obtaining architects proposals. <b>Anticipated completion August 2018.</b>	TBD

PROPOSED			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
Innovation DuPage	Origin: A request from Continuing Education Leadership. <hr/> Scope: Collaborate with the Village of Glen Ellyn, to provide incubator space by renovating approximately 8,500-sf of the existing Village Administration building.	Create a cooperative business incubator enhancing the services provided by the Colleges Center for Entrepreneurship together with NIU Rev 3 and DuPage Impact. Schematic design in progress with possible project completion and <b>grand opening anticipated by late October 2018.</b>	TBD

College of DuPage Construction Projects Update  
December 14, 2017

DEFERRED/CANCELLED			
Project Name	Origin/Scope	Anticipated Benefit and Reason for Deferment or Cancellation	Anticipated Cost
Field Studies Storage Facility (Deferred)	Origin: Request by Field Studies program leadership  Scope: Design and construct a field storage facility of unconfirmed size to house program equipment.	Enable program faculty to consolidate equipment currently contained in multiple on-and off-campus locations into a single on campus facility. Facility would enable staff to make repairs and train.  Reason for deferment: May be more efficient to incorporate into other construction.	\$621,000 (order of magnitude estimate)
BIC/SSC Misc. Office/Dept. Relocations/Upgrades (Hold)	Origin: Request by Academic Affairs and Student Affairs leadership  Scope: Redesign and reconfiguration/reallocation of space within BIC and SSC surrounding the SSC Atrium.	Enable a more efficient and logical grouping of related spaces to improve operating efficiency.  Reason for hold: Concept being revisited.	\$360,000 (order of magnitude estimate)
BIC Adjunct Office Addition (Cancelled/cost)	Origin: Reported request from adjunct faculty for student meeting spaces.  Scope: A 235 - 250-sf building addition on the west side of BIC to provide seven new faculty/student huddle spaces and improved reception area to enable adjunct faculty to meet individually with students.	The College employs 2163 part-time faculty currently; approximately 700-800 faculty (65%) will be working during a given term. 59% of sections in the term are taught by adjunct faculty, where the average section size is 22. This results in a headcount of 52,299. Current huddle space in BIC2406 (2 conference rooms) and HSC1235 (zero conference rooms) is insufficient for faculty to meet privately with students. The addition will create huddle rooms which adjunct faculty can schedule time to meet and work with students. Due to high cost of building addition, we are exploring interior repurposing options. Continuing search for BIC space that does not capture classroom, lab or student study/lounge space.	Pending future scope development.





### **Unrestricted Fund Balance**

The College will strive to maintain an on-going unrestricted fund balance in the combined General Fund (~~comprised of the Education Fund and the Operations and Maintenance Fund~~), ~~and~~ Working Cash ~~Fund and Auxiliary Funds~~ in an amount equivalent to at least fifty percent (50%) of the College's total annual ~~revenues expenditures~~ in the General Fund (~~comprised of the Education Fund and the Operation and Maintenance Fund~~), using the ~~previous fiscal year's external audit~~ modified accrual basis of accounting as reflected in the previous year's uniform financial statements submitted to the Illinois Community College Board (ICCB).

The Board of Trustees may, from time to time, approve expenditures and/or ~~reservations restrictions~~ in of the unrestricted fund balance causing it to drop below the targeted ~~fifty percent~~ age. (50%) ~~of the College's General Fund revenues, as presented in the previous year's external audit.~~ Fund balance restrictions shall be reviewed at least biennially for continued relevance

Adopted: 3/19/09

Reviewed: 3/4/14

Amended: 4/17/14





## **CONSENT AGENDA**

- a. **Computer and Equipment Purchases for the FY18 IT Replacement Plan**
- b. **Purchase of Leica Microscopes for Biology, Anatomy & Physiology and Microbiology Courses**
- c. **Purchase of Tablet Computers and Accessories for the Automotive Service Technology Program**
- d. **Portable Virtual Reality Welding (VRW) Training Equipment for Welding Technology**
- e. **Board Policy No. 25-76: Assignment of Credit Hours – 2<sup>nd</sup> Reading**
- f. **Approval for Trustee to attend ACCT Legislative Summit in Washington DC**
- g. **Approval of Dr. Ann E. Rondeau's Reimbursement Requests**
- h. **Disposal of College Property with an estimated fair value exceeding \$25,000**
- i. **Stone Hearth – 4 Deck Electric Oven**
- j. **Contract Renewal for Web Content Management Services**
- k. **Construction Change Orders for Board Approval**
- l. **On Location Production Flypack for MPTV**

- m. SLEA Direct Tuition Reimbursement**
- n. Renewal of Campus Architect Agreement for Design and Monitoring Services**
- o. License Agreement for Innovation DuPage**
- p. Memorandum of Understanding with Village of Glen Ellyn for Innovation DuPage**
- q. Approval of Closed Session Minutes – *Confidential for Board Only***
- r. Minutes of the November 16, 2017 Committee of the Whole and Regular Board Meeting**
- s. Personnel Action Items**
- t. Financial Reports**
- u. Financial Reports – Alpha Graphics, Wheaton**
- v. New Fund Balance Restrictions**



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Computer and Equipment purchases for the FY18 IT replacement plan.

2. **REASON FOR CONSIDERATION**

Aggregate spend exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase represents equipment purchases identified in the FY18 Information Technology Replacement Plan. This item includes replacement of two tape library backup systems which are used to backup critical servers, additional drives for expansion of our storage area network, and extending the warranty on a storage/file server. This equipment is used in the data centers in support of various systems. The table below identifies the area to be replaced, the primary users, physical location, type of system, previous acquisition date, and cost.

Based on previous experience and industry standards, the expected lifecycle of this equipment is 4 years. The equipment removed will be disposed of following the College's procedures for the disposal of obsolete equipment.

During the information technology planning process, lifecycle technology needs are discussed and reviewed by Information Technology and the respective Academic and Administrative areas of the College. The results of the planning process are incorporated into the Strategic Information Technology Plan. Information Technology monitors pricing from alternate sources such as consortiums and resellers. Information Technology has found that the pricing provided by RTI is consistently competitive. A recent internal audit has affirmed this. It is important when comparing pricing that an all-inclusive price, which includes all customization and shipping costs, is evaluated.

The Computer Partnership Agreement for the purchase of desktop computers, notebook computers, tablet computers, server storage, network devices, displays and related support services was awarded pursuant to Request for Proposal, RFP# 2015-R0011, published on July 13, 2014. The Board of Trustees approved the Computer Partnership Agreement with Riverside Technologies, Inc. on September 25, 2014 for a base five-year term with two (2) additional one-year extension options. This is the third year of the five (5) year agreement.

**Item 8a**  
**December 14, 2017**

[illegible]

Budget Status

<b>GL Account</b>	<b>FY2017</b>	<b>FY2018</b>		
	<b>Prior Year Spend</b>	<b>Annual Budget</b>	<b>YTD Spend</b>	<b>Available Balance</b>
01-90-90111-5806001	\$ 456,243	\$1,608,000	\$ 249,099	\$1,358,901
<i>IT Plan : Equipment - Instructional</i>				
<b>FY2018 Request</b>				<b><u>\$ 63,916</u></b>

*\*YTD Spend equals actuals plus committed as of 11/27/2017.*

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

4. RECOMMENDATION

That the Board of Trustees approves the purchase of equipment as outlined in the above table from Riverside Technologies, Inc. (RTI), 748 N 109<sup>th</sup> Court, Omaha, NE 68154 for the total amount of \$63,916.40 in accordance with the five-year partnership agreement.

Staff Contact: Dr. Carrier, Vice President, Information Technology, Facility Operations and Construction

**BOARD APPROVAL**

**SIGNATURE PAGE FOR**

**COMPUTER AND EQUIPMENT PURCHASES FOR THE FY18 IT REPLACEMENT PLAN**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of equipment as outlined in the above table from Riverside Technologies, Inc. (RTI), 748 N 109th Court, Omaha, NE 68154 for the total amount of \$63,916.40 in accordance with the five-year partnership agreement.

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BOARD CHAIR

DATE

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BOARD SECRETARY

DATE





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

**1. SUBJECT**

Purchasing of Leica Microscopes for Biology, Anatomy & Physiology and Microbiology courses.

**2. REASON FOR CONSIDERATION**

A purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

**3. BACKGROUND INFORMATION**

This purchase is for twenty four (24) Leica DM500 Microscopes for use in the Biology, Anatomy & Physiology, and Microbiology departments. The Biology, Anatomy & Physiology, and Microbiology departments have been in the process of replacing their 20 - 30-year-old Nikon microscopes. These old microscopes have been used by thousands of students, and many are beyond repair. It is no longer possible to repair these microscopes since parts are not available. There are 12 lab rooms with 24 microscopes each, and 5 sets of microscopes (24 per set) at regional center lab rooms. When we began to replace the microscopes for the Biology department, many were reviewed. The brand chosen was Leica, since that microscope was best suited, in the faculty's opinion, to meet the educational needs of the students. In 2011, we were told that we still had to review other brands, even though Leica was still deemed the best. Nine of the 12 lab rooms on the main campus have Leica scopes and 4 Leica sets are at the regional centers. In March of 2017, we purchased an additional 24 Leica DM500 Microscopes using the IPHEC agreement to be used at the regional centers. This purchase of 24 microscopes will replace the oldest microscopes on the main campus and will allow us to continue the approved replacement project.

It is imperative that we keep the microscopes consistent for several reasons. First, these microscopes best fit our needs for the students in Biology, Anatomy and Physiology, and Microbiology classes. They stand up well with the daily use and abuse of hundreds of students. Having the same microscopes in the department makes it much easier for faculty to instruct the students; if more than one type is in use, the instructor must use valuable class time to repeat directions for potentially three or four different types of microscopes. When students take sequence courses, such as BIOLO 1151/1152 or ANAT 1551/1552, they would

already be familiar with the use of the microscopes from the first class. Maintenance is easier, since replacement parts can be obtained from one source, and we can buy in quantities to be more cost efficient. As the equipment ages and some microscopes become damaged beyond repair, they are kept and “cannibalized” for any useful parts so that the lab assistant can do simple repairs without calling repair people and paying for service calls. Having the same microscopes for the entire department is efficient, cost-effective, and in the best financial interests of the College.

This purchase will utilize the Illinois Public Higher Education Cooperative (IPHEC) agreement; this pricing for the microscopes is available to all Illinois Community Colleges. The Illinois Public Higher Education Cooperative awarded a contract to W. Nuhsbaum, Inc. (Nuhsbaum) on July 1, 2016, to be effective through June 30, 2022, following a review of proposal for Microscopes and Optical Accessories, reference solicitation Number IPHEC-1SLE1601. The contract number is IPHEC-F-2. Nuhsbaum is the only licensed designated representative authorized to sell and repair Leica microscopy equipment in Illinois, Indiana, Kentucky, Michigan, Ohio, Pennsylvania, West Virginia, and Wisconsin. The College received quotes directly from Nuhsbaum and confirmed the IPHEC agreement provided the best pricing available. The pricing without this IPHEC discount would result in a 7.25% price increase for the Leica microscopy units.

**Budget Status**

<b>GL Account</b>	<b>FY2017</b>	<b>FY2018</b>		
	<b>Prior Year Spend</b>	<b>Annual Budget</b>	<b>YTD Spend</b>	<b>Available Balance</b>
01-10-00261-5401002 <i>Sciences : Instructional Supplies</i>	\$ 105,983	\$ 151,448	\$ 19,492	\$ 131,956
<b>FY2018 Request</b>				<b><u>\$ 26,515</u></b>

*\*YTD Spend equals actuals plus committed as of 11/03/2017.*

This purchase complies with State Statute, Board Policy and Administrative Procedures. The Board of Trustees delegates authority to the Purchasing Department to purchase from Governmental contracts and cooperative/consortium agreements that fully meet the requirements of Illinois law, in lieu of competitive bidding. Governmental contracts, cooperative contracts, and consortium agreements meet the competitive bidding requirements of Illinois law.

**4. RECOMMENDATION**

That the Board of Trustees approves the purchase of 24 Leica DM500 Microscopes through the IPHEC agreement from W. Nuhsbaum, Inc, 760 Ridgeview Drive, McHenry, IL 60050 for a not to exceed expenditure of \$26,515.20.

Staff Contact: Janet Minton, Lab Assistant, Health & Sciences

**COLLEGE OF DUPAGE  
BOARD APPROVAL**

**SIGNATURE PAGE**

Purchase of Leica Microscopes for Biology, Anatomy & Physiology  
and Microbiology courses

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of 24 Leica DM500 Microscopes through the IPHEC agreement from W. Nuhsbaum, Inc, 760 Ridgeview Drive, McHenry, IL 60050 for a not to exceed expenditure of \$26,515.20.

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Board Chairman

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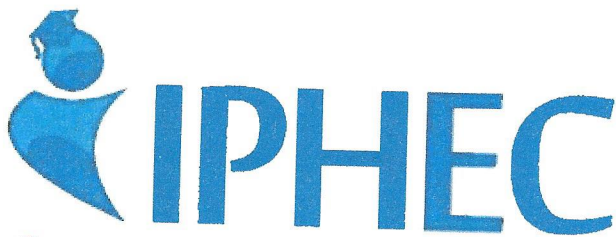
Date

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Board Secretary

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Date



Illinois Public Higher Education Cooperative

807 S.Wright Street, Suite 340 Champaign IL 61820 • (217) 333-1352

Ms. Tina Peterson  
W. Nuhsbaum

March 7, 2017

SUBJECT: FY2017 Award - IPHEC-F-2  
ITEM: Microscopes and Optical Accessories  
Request for Proposal: ISLE1601, June 30, 2016  
University of Illinois

Dear Ms. Peterson:

On behalf of the IPHEC, I accept your proposal submitted to the University referenced above to supply microscopes and optical accessories. Awards are based on original responses, clarifications, and best and final offers received in response to the above referenced Request for Proposal.

The IPHEC Purchasing Division, acting on behalf of the Governing Boards of the member universities of the IPHEC, advises you of the following:

1. Each State of Illinois public university participating in this transaction will administer its own portion of the transaction directly with your company after individual university administrations and Governing Boards have given approvals.
2. Purchases made directly from your company by each university will be in accordance with that portion of the services needed by that university and listed on your response to the Request for Proposal referred to above.
3. Your company is hereby encouraged to take steps to insure the pricing, terms, conditions, and services outlined in the Request for Proposal are implemented in an accurate and timely manner.
4. The information is being provided to the Illinois Community Colleges as you have agreed to extend this award to the Community Colleges.
5. The initial period of the award will be for July 1, 2016 through June 30, 2022. There are options to renew for one four-year period (July 1, 2022 through June 30, 2026)

Request your authorized agent sign and date the enclosed acknowledgement letter and return to this office within ten days.

Cordially,

Aaron Carter  
Executive Director, IPHEC

Attachment

c: IPHEC Purchasing Advisory Council  
Sherri Eddings



Illinois Public Higher Education Cooperative

807 S.Wright Street, Suite 340 Champaign IL 61820 • (217) 333-1352

AWARD AND ACKNOWLEDGEMENT OF ACCEPTANCE

July 22, 2016

Ms. Tina Peterson  
W. Nuhsbaum

SUBJECT: FY2017 Award – IPHEC-F-2  
ITEM: Microscopes and Optical Accessories  
Request for Proposal: ISLE1601, June 30, 2016  
University of Illinois

Dear Ms. Peterson:

On behalf of the IPHEC, I accept your proposal submitted to the University referenced above to supply microscopes and optical accessories. Awards are based on original responses, clarifications, and best and final offers received in response to the above referenced Request for Proposal.

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1. Each State of Illinois public university participating in this transaction will administer its own portion of the transaction directly with your company after individual university administrations and Governing Boards have given approvals.
2. Purchases made directly from your company by each university will be in accordance with that portion of the services needed by that university and listed on your response to the Request for Proposal referred to above.
3. Your company is hereby encouraged to take steps to insure the pricing, terms, conditions, and services outlined in the Request for Proposal are implemented in an accurate and timely manner.
4. The initial period of the award will be for July 1, 2016 through June 30, 2022. There are options to renew for one four-year period (July 1, 2022 through June 30, 2026)

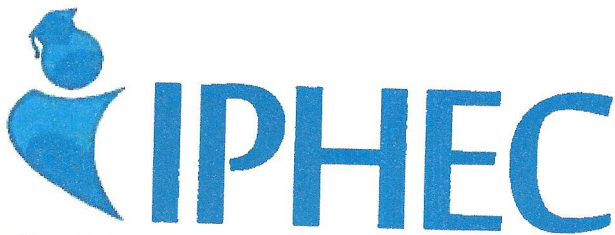
Request your authorized agent sign and date the enclosed acknowledgement letter and return to this office within ten days.

Cordially,

Aaron Carter  
Executive Director, IPHEC

Attachment

c: IPHEC Purchasing Advisory Council  
Sherri Eddings



Illinois Public Higher Education Cooperative

807 S.Wright Street, Suite 340 Champaign IL 61820 • (217) 333-1352

NAME AND SIGNATURE OF PERSON AUTHORIZED TO ACCEPT AWARD AND RESPONSIBLE FOR PERFORMANCE IN ACCORDANCE WITH BID IPHEC-F-2 Microscopes and Optical Accessories.

\_\_\_\_\_  
(Typed/Printed Name of Authorized Person)

Bry Wenzel  
Signature

TITLE: \_\_\_\_\_

DATE: 3 - 8 - 17

# W. NUHSBAUM, INC.

(800) 368-3368  
 (815) 385-5200 PH  
 (815) 385-5236 FAX

760 Ridgeview Drive  
 McHenry, IL 60050

Quotation: 0066942  
 October 19, 2017  
 Salesperson: SP

WITH REPRESENTATIVES LOCATED IN  
 ILLINOIS, INDIANA, KENTUCKY, MICHIGAN,  
 OHIO, PENNSYLVANIA, WEST VIRGINIA AND WISCONSIN

4408999

## Q U O T A T I O N

Especially prepared for:

**Ms. Janet M. Minton**  
**COLLEGE OF DUPAGE**  
**Wheaton, IL 60187**

Please visit our website  
[www.nuhsbaum.com](http://www.nuhsbaum.com)

PH (630) 942-2410 FAX  
 by STEVE PICKENS

minton@cod.edu

Catalog #	Description	Total Price
13613206	24.00 @ \$1340.00 DM 500 Brightfield Plan Standard Outfit with Pointer which includes: DM 500 Right Hand Stage Stand with 4 position nosepiece, Universal Power Supply plus USB Power with integrated connector, mechanical stage with non extending rack and slide holder, Pre- Centered and Pre-Focused Abbe condenser with slot for Phase and Darkfield Sliders and labels for matching objective magnifications, LED illumination, built in handle and cord wrap, Dust cover, Manual 45 degree Binocular EZ Tube with integrated 10X/18 eyepieces and Preset Diopters and pointer on right side Plan 4X/0.10NA, 26.2mm W.D. Plan 10X/0.22 NA, 7.8mm W.D. Plan 40X/0.65 NA, 0.31MM W.D. Plan 100x/1.25 NA, 0.10MM W.D., Oil Immersion Oil Note: appropriate Power Cord must be ordered separately	\$32,160.00
13613900	24.00 @ \$16.00 U.S. power cord	\$384.00
13613735	Leica ICC50 W Microscope Camera with Software - WiFi Mode for Wireless connection to Mobile Devices using Leica Apps or connection to WiFi enabled PC using Leica Imaging Software - HD Mode for Live image 1920x1080p directly to an HD display or for image capture to SD card (No PC required) - PC mode for use with PC and Leica Imaging Software - Network mode for direct connection using Ethernet cable - Fits Leica Compound microscopes in an integrated way between the viewing tube and the stand - Light distribution: 50% visual / 50% camera - Interfaces: USB2, HDMI, Ethernet - Maximum Image size 5.0 Mpixel (2592 x 1944) - Complete camera kit contains Camera Module, USB2 cable 1.8m, HDMI cable 2.5m, Leica imaging software for basic image capture and simple measuring and annotation applications, Quick start guide, Safety Booklet	\$1,661.00
	SUB-TOTAL	\$34,205.00
000004	FREE CAMERA PROMO	\$-1,661.00

Catalog #	Description	Total Price
	SPECIAL QUANTITY DISCOUNT	\$-6,508.80
SHIPPING	24.00 @ \$20.00 SHIPPING	\$480.00
TOTAL		\$26,515.20

LEICA MICROSCOPE(S) WARRANTY: 5 Years on Parts, 2 Years on Labor and Camera (with the exception of FX series camera, DFC3000G/DFC7000 and the camera included on the EZ4HD, DMS100/300, which is 1 year warranty), 1 Year on Electronics & Electrical Components.

In addition to local technical and applications support by W. Nuhsbaum, Inc. (1-800-368-3368) each Leica complete microscope purchase is also backed by Leica's OneCall hotline, which provides technical support and science applications support. OneCall hotline (1-866-830-0735)

**\*\*NOTE: AN EXTENDED WARRANTY TO COVER FULL 5 YEARS IS AVAILABLE ON COMPLETE MICROSCOPE SYSTEMS AND LEICA CAMERAS. A QUOTE CAN BE PROVIDED FOR THIS UPON REQUEST\*\***

DELIVERY: Within 30 Days ARO

**PRICES QUOTED ARE GOOD FOR 30 DAYS**



---

SHIPPED VIA	:	
F.O.B.	:	
TERMS	:	VISA/MSTRCD/AMEX
SERVICE	:	Available by Dealer/Manufacturer

**Send purchase orders to [orders@nuhsbaum.com](mailto:orders@nuhsbaum.com)**

NOTE :

The prices quoted are subject to local and/or state sales tax if applicable.

This purchase will be subject to a 3% surcharge if a credit card is used for form of payment.

---

W. NUHSBAUM, INC.

Living up to Life



September 27, 2017

Re: Leica Microsystems, Inc.– W. Nuhsbaum Inc.

To Whom It May Concern

Leica Microsystems Inc. is a manufacturer of microscopes and accessories. Please let this letter serve as notification that all Leica Microsystems Research, Clinical, Forensic, and Industry related instruments are sold direct through W. Nuhsbaum Inc., our exclusive dealer in the following states: Illinois, Michigan, Wisconsin, Kentucky, Ohio, Eastern Pennsylvania, West Virginia and now Tennessee for Industry. W. Nuhsbaum is also the only source for local factory-trained after sales and service support for Leica Microsystems. All instruments purchased through W. Nuhsbaum are backed and warranted by Leica Microsystems through our authorized dealer contract.

Should you have any questions, please do not hesitate to contact me direct at 847-821-3515 or email: [patricia.rizzo@leica-microsystems.com](mailto:patricia.rizzo@leica-microsystems.com).

Sincerely,

A handwritten signature in black ink that reads "Patricia Rizzo". The signature is fluid and cursive, with the first and last names being clearly legible.

Pat Rizzo

Bid/Contracts Specialist

Leica Microsystems Division

Leica Microsystems  
1700 Leider Ln  
Buffalo Grove, IL 60089

Toll-free (800) 248-0123  
Fax (847)236-3009  
[www.leica-microsystems.com](http://www.leica-microsystems.com)



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Purchase of tablet computers and accessories for the Automotive Service Technology Program

2. **REASON FOR CONSIDERATION**

Purchases over \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase of twenty (20) HP 1012 G2 tablet computers and accessories is for use in the Automotive classrooms and lab area. These computers will be used for creating video, pulling data from automotive scan tools, displaying digital storage oscilloscopes (DSO), and mobile access to automotive databases/mobile classwork in the classroom and lab. This equipment will be used for instructional purposes by approximately 230 students per semester enrolled in all Automotive Technology classes. Perkins grant funding (item 6.c.4) has been approved to support this purchase.

This purchase utilizes the Computer Partnership Agreement with Riverside Technologies, Inc. (RTI). The Information Technology Department reviewed the computer equipment required for the Automotive Service Technology Program. Information Technology monitors pricing and reviews quotes from alternate sources such as consortiums and resellers. Information Technology has found that the pricing provided by RTI is consistently competitive. Additionally, at the time of the IT Review of this purchase, additional competitive quotes were obtained to further confirm best pricing. It is important when comparing pricing that an all-inclusive price, which includes all customization and shipping costs, is evaluated.

The Computer Partnership Agreement for the purchase of desktop computers, notebook computers, tablet computers, server storage, network devices, displays and related support services was awarded pursuant to Request for Proposal, RFP# 2015-R0011, published on July 13, 2014. The Board of Trustees approved the Computer Partnership Agreement with Riverside Technologies, Inc. on September 25, 2014 for a base five-year term with two (2) additional one-year extension options. This is the third year of the five (5) year agreement.

List of Equipment

Item	Description	Qty	Cost
A	HP INC. HP Elite x2 1012 G2 with Intel i5-7200U (2.5GHz w/Turbo, 3MB L3 Cache) Processor, 16GB System Memory, WWAN, and Integrated Graphics Item #: RTI Y5E17AV X2	20	<b>\$25,500.00</b>
B	Laser Engraving w COD logo Item #: RTWHS-T0005	20	<b>\$480.00</b>
C	HP INC. DIB HP x2 1012 G2 Protective Case Item #: 1ML54AV	20	<b>\$780.00</b>
D	HP INC. DIB HP USB 3.0 to Gigabit Adapter. Item #: V3A50AV	20	<b>\$440.00</b>
E	HP Active Pen with App Launch Quote #TM011732 v1 Item #: T4Z24UT#ABA	5	<b>\$195.00</b>
<b>Total</b>			<b>\$27,395.00</b>

Budget status

GL Account	FY2017	FY2018		
	Prior Year Spend	Annual Budget	YTD Spend	Available Balance
06-10-02638-5409002	\$ -	\$ 53,425	\$ 2,000	\$ 51,425
<i>DE/ICCB/Perkins/Main 18 : Non-Capital equipment</i>				
<b>FY2018 Request</b>				<b>\$ 27,395</b>

*\*YTD Spend equals actuals plus committed as of 11/03/2017.*

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

4. RECOMMENDATION

That the Board of Trustees approves the purchase of tablet computers and accessories as outlined in the above table from Riverside Technologies, Inc. (RTI), 748 N 109<sup>th</sup> Court, Omaha, NE 68154 for the total amount of \$27,395.00 in accordance with the five-year partnership agreement.

Staff Contact: Kris Fay, Dean, Business and Technology  
Tom Robertson, Coordinator, Automotive Service Technology

**BOARD APPROVAL**

**SIGNATURE PAGE**

**Purchase of tablet computers and accessories for the Automotive Service  
Technology Program**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of tablet computers and accessories as outlined in the above table from Riverside Technologies, Inc. (RTI), 748 N 109<sup>th</sup> Court, Omaha, NE 68154 for the total amount of \$27,395.00 in accordance with the five-year partnership agreement.

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BOARD CHAIR

DATE

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BOARD SECRETARY

DATE

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# EQUIPMENT REVIEW

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**DATE:** SEPTEMBER 15<sup>TH</sup>, 2017  
**TO:** Tom Robertson, Coordinator, Automotive Service Technology  
**FROM:** Kenneth Wong, Information Center Specialist II *KW*  
**RE:** IT Review  
**CC:** Joe Miragliotta, Manager, Planning and Emerging Technology  
Jacoby Radford, Manager, Purchasing  
File Copy

**RESPONSIBLE PERSON: TOM ROBERTSON**

**Narrative:** Add additional tablet computers to automotive classrooms and labs.

**Outcome:** Add 20 HP 1012 G2's to Automotive classrooms and Lab area. These computers will be used for creating video, pulling data from scantools, displaying digital storage oscilloscopes (DSO), and mobile access to automotive databases/mobile classwork. We need 20 additional tablets to add to the 10 that were purchased last year. Each of them will also need a protective case, power supply, keyboard, and stylus. These units are approved to be purchased with Perkins funding for FY18.

**Funding:** Perkins Grant

**Recommended Vendor:** Riverside Technologies

Item #	Qty	Description	Unit	Total
RTI Y5E17AV X2	20	HP INC. : HP Elite x2 1012 G2 with Intel i5-7200U (2.5GHz w/Turbo, 3MB L3 Cache) Processor, 16GB System Memory , WWAN, and Integrated Graphics	\$1,275.00	\$25,500.00
RTWHS-T0005	20	Laser Engraving w COD logo	\$24.00	\$480.00
1ML54AV	20	HP INC. : DIB HP x2 1012 G2 Protective Case	\$39.00	\$780.00
V3A50AV	20	HP INC. : DIB HP USB 3.0 to Gigabit Adapter.	\$22.00	\$440.00
T4Z24UT#ABA	5	HP Active Pen with App Launch Quote #TM011732 v1	\$39.00	\$195.00
			<b>Total</b>	\$27,395.00

Everything needs to be entered into Mercury Commerce by your department, including the appropriate account numbers, to complete the order. Please make sure all PDFs are attached to your entry before submitting it to Purchasing.

It is you and your area's responsibility to ensure that proper procurement guidelines are being followed for this acquisition. If there are any questions regarding the guidelines, contact the Purchasing department at ext. 2217

**This device requires configuring by the IT staff. Please do not place this item in service until this configuration is complete. This device will be wiped clean up configuration; any changes you have made will be lost. Please place a Helpdesk (ext. 4357) call upon receipt of this item.**

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U:\PURCHASING\PRE 12.14.2012\SPECIAL PURCHASES\2018\AUTOMOTIVE X2 1012\AUTOMOTIVE 1012 X2 G2 X20 HW.DOCX

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**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Portable Virtual Reality Welding (VRW) Training Equipment for Welding Technology

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The welding technology program currently uses physical welding equipment and metal to train students. The equipment specified in the bid will allow welders to train in a virtual reality environment. Specific information and feedback is available instantaneously allowing for technique correction and remediation not possible in a real environment. The VRW technology can also be used to market our welding program during school visits and similar events.

A legal notice for an Invitation for Bids was published on October 12, 2017 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Twelve (12) vendors were directly solicited. Seven (7) vendors downloaded the bid document. A public opening of the bids was held on October 26, 2017 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Ellen Roberts (COD Director, Business Affairs), Jacoby Radford (COD Purchasing Manager/Recorder), John McGarry (COD Buyer/Facilitator), Michelle Golowacz (COD Manager, Accounts Receivable/Agent of the Board). Four (4) bids were received. No women/minority owned businesses submitted a bid.

One (1) bid was rejected for non-compliance with the bid specifications and was determined non-responsive to the bid submission requirements. The bid specifications required a bidder, if intending to deviate or take exceptions from the bid specifications, to submit a written request for deviation or exception at least five (5) business days prior to the date and time of the bid opening date to allow for distribution of an amendment, if applicable. The rejected bid included a request for exception in the bid response, which did not comply with the required five (5) day advance submission.

The following is a recap of the bid tabulation:

**Portable Welding Simulation Trainers**

<b>Vendor</b>	<b>Total Base Bid</b>
<b>Lincoln Electric Company</b>	<b>\$39,980.00</b>
<b>Terrace Supply Company</b>	<b>\$80,336.00</b>
<b>Airgas USA, LLC</b>	<b>\$85,361.25</b>

<b>Rejected Bids</b>	
<b>Praxair Distribution</b>	Non-Responsive: Altered terms of the bid requirement.

**Budget Status:**

<b>GL Account</b>	<b>FY2017</b>	<b>FY2018</b>		
	<b>Prior Year Spend</b>	<b>Annual Budget</b>	<b>YTD Spend</b>	<b>Available Balance</b>
06-10-02638-5806001	\$ -	\$ 253,731	\$ 124,165	\$ 129,566
<i>DE/ICCB/Perkins/Main 18 : Equipment - Instructional</i>				
<b>FY2018 Request</b>				<b><u>\$ 39,980</u></b>

*\*YTD Spend equals actuals plus committed as of 11/22/2017.*

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

**4. RECOMMENDATION**

That the Board of Trustees approves the purchase of Portable Virtual Reality Welding (VRW) Training Equipment from the lowest responsible bidder Lincoln Electric Company, 22801 St. Clair Ave., Euclid, OH 44117 for a total amount of \$39,980.00.

Staff Contact: David Ellis, Welding Coordinator / Instructor

**BOARD APPROVAL**

**SIGNATURE PAGE**

**Portable Virtual Reality Welding (VRW) Training Equipment for Welding Technology**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of Portable Virtual Reality Welding (VRW) Training Equipment from the lowest responsible bidder Lincoln Electric Company, 22801 St. Clair Ave., Euclid, OH 44117 for a total amount of \$39,980.00.

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Board Chair

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Date

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Board Secretary

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Date





COLLEGE OF DUPAGE

Educational Programs – Instructional  
Policy – 25-76

### **Assignment of Credit Hours**

~~College of DuPage will equate its learning experiences with semester credit hours using practices common to institutions of higher education. The lengths of academic programs shall be comparable to similar programs found in accredited institutions of higher education. Program-specific tuition will be based on program costs, program length, and program objectives.~~

~~The College shall notify the Higher Learning Commission of any significant changes in the relationships among credits, program length, and tuition.~~

College of DuPage awards credit in a manner that conforms to standards set by the Federal credit hour definition (Federal Register 75 FR 66832 p.66946) and in conformance to the Higher Learning Commission Policy FDCR.A.10.020.

A credit hour shall be the unit of College academic credit representing approximately three hours of work per week by a student throughout a 15 week (fall, spring) semester (exclusive of final examination period) or its equivalent in total work for classes meeting less than fifteen weeks (i.e., five, eight, ten, or twelve week courses).

Specifically, and consistent with Federal credit hour definition (Federal Register 75 FR 66832 p.66946) published October 29, 2010, College of DuPage defines a credit hour as:

“an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than

- (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
- (2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.”

The standard for one semester hour of credit in a traditional course is a minimum of 50 minutes of direct instruction and 100 minutes of out-of-class student work each week during a standard semester (15 weeks). This equates to a minimum of 12.5 hours of direct instruction and 25 hours of out-of-class student work per semester credit hour, for a total of 37.5 hours of student academic engagement over the semester.

The ratio of instruction time to out-of-class student work may vary; however, student academic engagement in coursework must meet the minimum of 37.5 hours per semester hour regardless of semester length, course type, delivery location or delivery method. Assignment of semester credit hours must comply with Board Policy and Administrative Procedures 25-76, Assignment of Credit Hours.

DRAFT

Adopted: 4/24/13	Reviewed:	Amended:
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## **SIGNATURE PAGE**

### **BOARD POLICY 25-76: Assignment of Credit Hours 2<sup>nd</sup> Reading**

**Item(s) on Request:**

That the College of DuPage Board of Trustees approve the final revision of Board Policy 25-76: Assignment of Credit Hours.

---

Board Chairman

Date

---

Board Secretary

Date





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

1. **SUBJECT**

Approval for Board Vice Chairman, Frank Napolitano, to attend the Association of Community College Trustees, (ACCT), National Legislative Summit in Washington, DC February 11-14, 2018; and for the College of DuPage to reimburse expenses up to \$1,500.00.

2. **REASON FOR CONSIDERATION**

In accordance with provisions of Board Policy 5-195, Trustee Education and Attendance at Conferences, Board approval is required.

3. **BACKGROUND INFORMATION**

On November 7, 2016 the ACCT appointed Frank Napolitano to the Public Policy and Advocacy Committee. Trustee Napolitano was re-appointed to the Committee on November 3, 2017.

The requested \$1,500.00 will cover the registration for the conference at the early bird rate of \$711.00. (The early bird rate ends December 16, 2017.) This will also help cover airfare and hotel accommodations. Anything above the \$1,500.00 will be covered at Trustee Napolitano's expense

The request complies with Board Policy.

**Budget Status**

<b>GL Account</b>	<b>FY2017</b>	<b>FY2018</b>		
	<b>Prior Year Spend</b>	<b>Annual Budget</b>	<b>YTD Spend</b>	<b>Available Balance</b>
01-90-00813-5503001	\$ 3,000	\$ 10,000	\$ 1,271	\$ 8,729
<i>Board of Trustees: Travel - Out of State</i>				
		<b>FY2018 Request</b>	<b>\$</b>	<b><u>1,500</u></b>

\*YTD Spend equals actuals plus committed as of 11/30/2017.

4. **RECOMMENDATION**

That the Board of Trustees approves Board Vice Chairman, Frank Napolitano, to attend the Association of Community College Trustees, (ACCT), National Legislative Summit in Washington DC February 11-14, 2018; and for College of DuPage to reimburse allowable expenses up to \$1,500.00.

**BOARD APPROVAL**

**SIGNATURE PAGE**

Board Vice Chairman attend the Association of Community College Trustees, (ACCT),  
National Legislative Summit in Washington DC February 11-14, 2018

**ITEM(S) ON REQUEST**

That the Board of Trustees approves Board Vice Chairman, Frank Napolitano, attend the Association of Community College Trustees, (ACCT), National Legislative Summit in Washington DC February 11-14, 2018; and for the College of DuPage to reimburse allowable expenses up to \$1,500.00.

Board Chair	Date
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Board Secretary	Date
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**COLLEGE of DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1.    SUBJECT

Approval of reimbursement requests for Dr. Ann E. Rondeau, President.

2.    REASON FOR CONSIDERATION

Pursuant to Dr. Rondeau's Employment Contract, "expenses for potential reimbursement may include . . . [r]easonable out-of-pocket expenses that the President incurs for travel and other activities undertaken by the President on behalf of the College; . . . to facilitate the performance of the President's job duties."

The Board's reimbursement of such expenses "will be subject to the President's monthly submission of appropriate expense reports and substantiating documentation, and reasonable review and approval by the Board Chair and/or the Board at a public meeting."

3.    BACKGROUND INFORMATION

Dr. Rondeau has submitted expense reimbursement requests, copies of which are submitted with the present resolution. Those requests have been reviewed. The Board is being asked to approve the permitted expenses.

4.    RECOMMENDATION

That the Board of Trustees authorizes the reimbursement to Dr. Ann Rondeau in the following amount for the expense reports submitted: Total \$126.04.

**SIGNATURE PAGE**

**Approval of Reimbursement Requests for Dr. Ann E. Rondeau**

**ITEM(S) ON REQUEST**

That the Board of Trustees authorizes the reimbursement to Dr. Ann Rondeau in the following amount for the expense reports submitted: Total \$126.04.

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Board Chair	Date
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Secretary	Date
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**Expense Report**

**Report Name : November 2017 Cell Phone Reimbursement**

**Employee Name :** Rondeau, Ann E.

**Employee ID :** 1478443

**Report Header**

**Policy :** Employee Business Expense and Travel

**Business Purpose :** Cell Phone Reimbursement

**Report Key :** 17591

**Report Id :** BA3D3CEA44A84182ABA3

**Report Date :** 11/13/2017

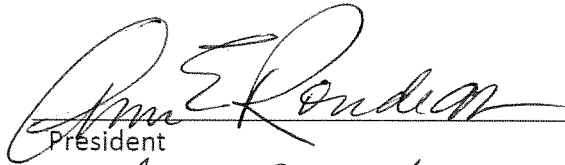
**Approval Status :** Not Submitted

**Currency :** US, Dollar

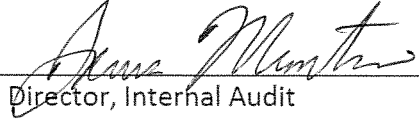
Transaction Date	Expense Type	Vendor	Vendor Name	City	Payment Type	Amount
11/13/2017	Authorized Employees Only-5705002	Verizon	Verizon	Acworth	Cash	\$126.04
	<b>Allocations :</b>	100.00% (\$126.04) 01-00781-80-No				
	<b>Business Purpose :</b>	Cell Phone Reimbursement				

Note: The sum of allocation amounts may not exactly match the expense amount due to rounding.

<b>Report Total :</b>	\$126.04
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$126.04
<b>Amount Approved :</b>	\$126.04
<b>Company Disbursements</b>	
<b>Amount Due Employee :</b>	\$126.04
<b>Amount Due Company Card :</b>	\$0.00
<b>Total Paid By Company :</b>	\$126.04
<b>Employee Disbursements</b>	
<b>Amount Due Company :</b>	\$0.00
<b>Amount Due Company Card From Employee :</b>	\$0.00
<b>Total Paid By Employee :</b>	\$0.00

  
\_\_\_\_\_  
President

11/30/17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director, Internal Audit

11/30/17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Vice President, Administration and Treasurer (CFO)

12/1/17  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Date



P.O. BOX 4002  
ACWORTH, GA 30101

Billing period  
Account number  
Invoice number

Oct 14, 2017 - Nov 13, 2017

3649355662

KEYLINE





|||||

[Redacted]

See last page for payment information.

Questions? Visit [vzw.com/contactus](http://vzw.com/contactus)

[Redacted]

	One-time charges	page 3	\$25.00
	The Verizon Plan Medium 3GB		\$45.00
	[Redacted]	page 4	\$51.66
	Surcharges		\$2.34
	Taxes and government fees		\$2.04

**\$126.04**

Due December 8

Autopay December 2



# What's changed

## Last month

September 14 - October 13

One-time charges \$0.55

Monthly charges \$96.66

Surcharges \$2.34

Taxes and gov. fees \$2.07

**\$101.62**

## This month

October 14 - November 13

One-time charges \$25.00

See next page for details.

Monthly charges \$96.66

Surcharges \$2.34

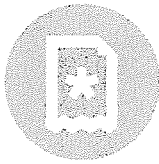
Taxes and gov. fees \$2.04

**\$126.04**

## Next month

November 14 - December 13

To preview next month's bill go to [vzw.com/nextbillssummary](http://vzw.com/nextbillssummary)



## One-time charges

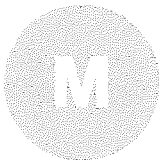


### First-month charges from a new add-on

Intl Trvl 100MB for 1 Month - first-month (Oct 7 - Nov 6)

\$25.00

**\$25.00**



## The Verizon Plan Medium 3GB

3 GB Shared Data Unlimited Talk and Text

Monthly charges (Nov 14 - Dec 13)

\$45.00

**\$45.00**

### Shared data usage

Used/Allowance



0.847 of 3 GB



0.847 GB

### Estimated top activities\*



Web & Apps  
41%



Downloads  
16%



Video  
10%

\*Top activities are estimated for general information purposes only.

### Usage history

Oct 14 - Nov 13



0.847 / 3 GB

Sep 14 - Oct 13

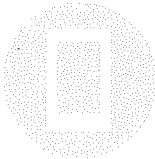


0.441 / 3 GB

Aug 14 - Sep 13



0.517 / 3 GB



[REDACTED] | iPhone 6S

Data usage

**0.847** GB

Estimated top activities



Web & Apps  
41%



Downloads  
16%



Video  
10%

Smartphone line access (Nov 14 - Dec 13)

**\$20.00**

Device payment 19 of 24 (\$759.99/24mo)

**\$31.66**

\$158.30 remaining after this month (Agreement 1302972765)

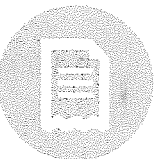
**\$51.66**



## Surcharges

Fed Universal Service Charge	<b>\$0.75</b>
Regulatory Charge	<b>\$0.21</b>
Administrative Charge	<b>\$1.23</b>
VA Gross Receipts Surchg	<b>\$0.03</b>
Local BUS Lic Surchg	<b>\$0.12</b>

**\$2.34**



## Taxes and government fees

VA State 911 Fee	<b>\$0.75</b>
VA Communication Sales Tax	<b>\$1.29</b>

**\$2.04**

Surcharges and taxes are charged per line. To see your surcharges and taxes in full detail, view your bill in My Verizon.

# You're all set.



## Autopay scheduled

\$126.04 will be charged to your credit card on December 2.



## My Verizon

Use the My Verizon app to manage your account, pay your bill, check data usage, and much more.



## Go paper-free

Enroll in paper-free billing; the easy, clutter-free way to manage and pay your bill. Enroll at [go.vzw.com/paperfree](http://go.vzw.com/paperfree).

verizon<sup>✓</sup>



Bill date November 13, 2017  
Account number [REDACTED]  
Invoice number 3649355662

## Total Amount Due

Will be submitted to credit card on 12/02/17  
DO NOT MAIL PAYMENT

**\$126.04**

P.O. BOX 15062  
ALBANY, NY 12212-5062



36493556620105887932970000100000012604000000126046

Questions? Visit [VZW.com/ContactUs](http://VZW.com/ContactUs) or call 1.800.922.0204.

Change your address at [VZW.com/changeaddress](http://VZW.com/changeaddress)

Written notations included with or on your payment will not be reviewed or honored.

Please send correspondence to:

Verizon Attn: Correspondence Team

P.O. Box 291089

Columbia, SC 29229

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**Automatic Payment Enrollment for Account:** XXXXXXXXXXXXXXXXXXXX

By signing below, you authorize Verizon to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon. Check with your bank for any charges.

**1. Check this box.**

**2. Sign name in box below, as shown on the bill and date.**

**3. Return this slip with your payment. Do not send a voided check.**

☐



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Disposal of college property with an estimated fair value exceeding \$25,000.

2. **REASON FOR CONSIDERATION**

The disposal of multiple items of college property, in accordance with Board Policy 10-85, requires board approval when the aggregate estimated fair value of those items exceeds \$25,000.

3. **BACKGROUND INFORMATION**

Once college owned technology reaches the end of its useful life it is collected by Information Technology, all files and folders on the hard drive are erased, equipment is inventoried, palletized, and offered for sale to vendors who recycle or remarket that technology. We require vendors purchasing our equipment to be either "e-Stewards" or "R2" certified to ensure that the vendor maintains standards for handling electronic waste in a safe and environmentally responsible manner.

Equipment to be offered for sale typically includes PCs, Macs, laptops, tablets, monitors, servers, network storage, network routers, network switches, printers, keyboards, mice, speakers, projectors, CRTs, LCD TVs, cables, miscellaneous component parts, DVD players, cameras, document cameras, and overhead projectors. The available equipment may also include other specialty electronic equipment including spectrometers, sterilizers, gas chromatographs, VOIP gateways, TV studio equipment, security cameras, network intrusion prevention systems, print card readers, and EKG machines.

For FY16 and FY17 the average return to the college, per pallet, for this type of equipment has been approximately \$1,200. The college currently has 36 pallets ready for sale, and anticipates that as many as 24 additional pallets will be ready for sale prior to the end of FY18.

Prior to disposal, the equipment is certified by the responsible division Vice President and the Vice President of Administrative Affairs to be obsolete or no longer useful. Inventory tags or serial numbers are reported to Capital Assets personnel for updating of the college's master inventory. Notification of disposal proceeds will be made to the

Board in a quarterly "Summary of Property Disposals Report" by the Financial Affairs department. The report will describe items disposed and the sale proceeds.

The listing of available equipment will be sent via email to approximately 70 vendors who will have 10 business days to prepare their offer and submit that offer via email to the College's Purchasing Department. The equipment is to be sold "as is," without warranty, and without software to the qualified vendor submitting the highest offer. The highest offer meeting requirements will be accepted.

Payment will be transferred into account 01-10-00409-4900019.

This disposal of College property complies with Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approves the sale of up to 60 pallets of obsolete or unneeded equipment in FY18.

Staff Contact: Dr. Charles Currier, Vice President, Information Technology, Facility Operations and Construction



**BOARD APPROVAL**

**SIGNATURE PAGE**

**Disposal of college property with estimated fair value exceeding \$25,000**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the sale of up to 60 pallets of obsolete or unneeded equipment in FY18.

\_\_\_\_\_  
Board Chair Date

\_\_\_\_\_  
Secretary Date



**COLLEGE OF DUPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Stone Hearth - 4 Deck Electric Oven

2. **REASON FOR CONSIDERATION**

Purchases that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The purchase of the four (4) deck electric oven will support all culinary and baking students as they move through the curriculum. The Culinary Arts Program currently has an electric steam injected deck oven that is unrepairable and no longer works. To date, faculty teaching in CHC2010 must instruct their students to leave the class room and go into another classroom to bake product. The addition of a new oven would allow our students to stay in the classroom and have the necessary equipment to achieve their learning goals.

A legal notice for an Invitation for Bids was published on October 24, 2017 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Nine (9) vendors were directly solicited. Twenty-one (21) vendors downloaded the bid document. A public opening of the bids was held on November 9, 2017 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Ellen Roberts (COD Director, Business Affairs), Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Judy Coates (COD Manager, Learning and Organizational Development Department/Agent of the Board), no representatives were present from any firms. Two (2) bids were received. One (1) women/minority owned business submitted a bid.

The Culinary Arts Program conducted a specifications review meeting with the lowest bidder for a final determination of conformance with the specification requirements. The recommended award is to the lowest responsible bidder.

The following is a recap of the bid tabulation:

<b>Four (4) Deck Electric Deck Oven</b>		
<b>Bidder Name</b>	<b>Brand /Model</b>	<b>Total Cost of Electric Oven</b>
<b>Douglas Equipment</b>	<b>Gemini – Model D43</b>	<b>\$42,301.67</b>
Tiles in Style**	Empire Bakery Equipment Model No. LFM-D-3T-4	\$60,450.00

Recommended award shaded and bold.

\*\* Woman/Minority Owned Business

Budget Status

<b>GL Account</b>	<b>FY2017</b>	<b>FY2018</b>		
	<b>Prior Year Spend</b>	<b>Annual Budget</b>	<b>YTD Spend</b>	<b>Available Balance</b>
01-10-00069-5806001 <i>Culinary : Equipment - Instructional</i>	\$ -	\$ 84,021	\$ 41,718	\$ 42,303
<b>FY2018 Request</b>				<b><u>\$ 42,302</u></b>

*\*YTD Spend equals actuals plus committed as of 11/28/2017.*

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

4. RECOMMENDATION

That the Board of Trustees approves the purchase of Stone Hearth - 4 Deck Electric Oven from the lowest responsible bidder, Douglas Equipment, 301 North St., West Virginia, 24701 in the amount of \$42,301.67.

Staff Contact: David Kramer, Associate Professor, Culinary Arts

**BOARD APPROVAL**

**Signature Page**

**Stone Hearth - 4 Deck Electric Oven**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of a Stone Hearth - 4 Deck Electric Oven from the lowest responsible bidder, Douglas Equipment, 301 North St., West Virginia, 24701 in the amount of \$42,301.67.

Board Chair	Date
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Secretary	Date
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**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Contract Renewal for Web Content Management services

2. **REASON FOR CONSIDERATION**

A contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase is necessary to support the management and maintenance of the College website. The College chose Omni Update during the last redesign of our website in 2011. We went through an extensive RFP and review process that involved Marketing, IT and end users from across campus. Three finalists were determined through RFP and extensive demos were conducted for all reviewers and Omni Update was rated to be the best fit for COD by the reviewers. The expiring contract was the second three-year contract COD entered into with Omni Update.

This is a three year contract for the licensing and support of the OU Campus web content management system (CMS). Fees are locked in for the three years of the contract at \$18,000 per year for a total not to exceed \$54,000 over three years.

The cost incurred for FY18 will be \$18,000. This does not include any costs associated with the web redesign project which will begin in early 2018. Any costs associated with the redesign will be included in the redesign project and will be presented to the Board at a later date.

OU Campus has been a good solution for the college. We have used the web CMS for six years with great success and in that time Omni Update has not increased their pricing. This is the first increase we are experiencing and we will be getting additional services for that increase, including unlimited support tickets for up to 15 COD employees, a dedicated support agent, priority ticket

support and two passes to the User Training Conference which our web team attends each year.

The financial and time cost to the College to change Web Content Management Systems would be very significant and would far outweigh any potential savings we might experience from bidding the service at this time.

Budget Status

GL Account	FY2017	FY2018		
	Prior Year Spend	Annual Budget	YTD Spend	Available Balance
01-90-00825-5309001	\$ 126,004	\$ 423,550	\$ 70,329	\$ 353,221
<i>Marketing &amp; Creative Services : Other Contractual Services Exp</i>				
		<b>FY2018 Request</b>		<b><u>\$ 18,000</u></b>
<b>Future Commitments</b>				
		FY2019		18,000
		FY2020		18,000
				<b><u>\$ 54,000</u></b>

*\*YTD Spend equals actuals plus committed as of 12/04/2017.*

Contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services are exempt from bidding in accordance with 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves the three year contract for web content management service from Omni Update, 1320 Flynn Road, STE 100 Camarillo, CA 93012 for a not to exceed expenditure of \$54,000.00.

Staff Contact: Laurie Jorgensen, Director, Marketing & Creative Services



**SIGNATURE PAGE**

**Contract renewal for Web Content Management services**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the three year contract for web content management service from Omni Update, 1320 Flynn Road, STE 100 Camarillo, CA 93012 for a not to exceed expenditure of \$54,000.00.

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Board Chair

Date

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Secretary

Date



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Construction Change Orders for Board Approval.

2. **REASON FOR CONSIDERATION**

This Change Order will be funded from the FY18 overall construction budget. This change order is presented for approval because it exceeds ten percent (10%) of the original contract.

3. **BACKGROUND INFORMATION**

<b>Change Order Value:</b>	<b>Required Approvals:</b>
\$0 to \$50,000	Director of Facilities Planning & Development
\$50,001 to \$100,000	Director of Facilities Planning & Development President
<ul style="list-style-type: none"><li>• \$100,001 and above</li><li>• Single Change Order more than 10% of contract</li><li>• Multiple Change Orders more than 20% of contract</li></ul>	Director of Facilities Planning & Development President Board of Trustees

a) **Referendum-Related Projects**

*College Requested Change:* SRC 2000 AV Upgrade Project, DLR Architects #01.

b) **Capital Budget Projects**

None

## SUMMARY OF CONSTRUCTION CHANGE ORDERS

a) REFERENDUM-RELATED PROJECTS

- **SRC 2000 AV Upgrades (SRC) – DLR ARCHITECTS #01: \$52,250.00.** This is a College Requested Change Order. This change is for additional architectural services required to incorporate owner requested change in scope. Original project scope focused on technology improvements in the SRC 2000 conference center. Budget was allocated based on that scope and architect engaged in the process. During leadership review it was determined there was opportunity to significantly enhance the functionality of the space through additional technology, architectural finishes and moveable wall system improvements while the space was out of commission for the technology improvements. The subsequent increase in project scope was added to the budget from the Emerging Projects line item in the FY18 Construction Budget.

The additional requested scope of work includes:

Alt.1A – Theatrical light fixtures & accessories; \$139,000  
Alt. 2A – Center Drapery \$7,000  
Alt. 3A – Remove existing light block walls and replace with drapery - \$22,200  
Alt. 4A – Modernfold partition new fabric - \$77,319  
Alt. 5A – New main entry doors (wood) \$8,400  
Alt. 6A – Standard in lieu of semi-custom carpet (\$10,500)  
Alt. 7A3 – Distributed point source loudspeakers \$89,000  
Alt. 8A4 – Monitors in lobby \$44,600  
Alt. 9A5 – Production support intercom queuing systems \$12,600  
Total: \$389,619

DLR Architects fee for this additional scope of work is at the same rate of 13.4% of construction cost as the original agreement yielding additional fees of \$52,250.00.

Firm	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
DLR Architects	\$136,000.00	\$0.00	\$52,250.00	\$188,250.00
<b>Total this C.O.</b>			<b>\$52,250.00</b>	

The changes above increase the overall project budget. All additional funds were subtracted from the Emerging Projects portion of the FY18 Construction Budget. Below is a summary of the revised project budget.

Original Project Budget: \$1,200,000.00

Projected Revised Budget including added scope,  
architects/engineers fees and miscellaneous soft  
costs: \$1,700,000.00

The proposed improvements will correct existing technical deficiencies and improve functionality, flexibility and expand College presentation and event capabilities. The improvements will enable the requesting providers to better serve the needs of students, faculty, staff and community.

b) CAPITAL BUDGET PROJECTS

None

c) RECOMMENDATION

That the Board of Trustees approve the change order for the design of the additional college requested scope of work for the SRC 2000 Audio Visual Upgrades project to DLR Architects in the amount of \$52,250.00.

Staff Contact : Bruce Schmiedl, Director of Facilities Planning & Development

**BOARD APPROVAL**

**Signature Page**

Construction Change Orders for Board Approval

**ITEM(S) ON REQUEST**

That the Board of Trustees approve the change order for the design of the additional college requested scope of work for the SRC 2000 Audio Visual Upgrades project to DLR Architects in the amount of \$52,250.00.

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Board Chairman

Date

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Board Secretary

Date



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

On Location Production Flypack for the Motion Picture/Television Department.

2. **REASON FOR CONSIDERATION**

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Motion Picture/Television (MPTV) department requested an On-Location Production Flypack system for use within the department for student training. After further discussions with MPTV Advisory Committee members and other industry professionals it was determined that we need a system for training our students on how to produce and shoot a production out of the studio and on location. Productions such as concerts, plays, fashion shows and sports cannot be covered from a studio, but rather from being on location for the event.

We therefore chose to request bids for equipment shaped around Blackmagic Design equipment and Sony cameras, which allows us to support multiple student crew positions within a given on location production for the Television Production degree program versus other solutions in the marketplace.

A legal notice for an Invitation for Bids was published on November 15, 2017 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Six (6) vendors were directly solicited. Thirteen (13) vendors downloaded the bid document. A public opening of the bids was held on November 30, 2017 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individual were in attendance: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator); Eugene Refakes (COD Manager, Accounting Operations and Financial Systems/Agent of the Board), Glenn Glinke (COD Program Support Specialist); no representatives were present from any vendors. Four (4) bids were received. No women/minority owned businesses submitted a bid.

One (1) bidder did not submit a complete bid response and was rejected as non-responsive to the bid submission requirements. The bidder failed to acknowledge



and submit the addendum issued in accordance with the Bid requirements. The recommendation of award is to the lowest bidder.

The following bid tabulation table indicates the total bid for the camera package:

**Flypack Package for Motion Picture Television**

Bidder Name	Total Cost of MPTV Flypack Package
<b>Keycode Media</b>	<b>\$32,000.00</b>
HA Design Group LLC (NR)	\$60,831.79
Adorama, Inc.	\$37,394.62
VSA, Inc.	\$37,755.00

**Recommended award shaded and bold.**

NR – Non Responsive to Bids Submission Requirements

Budget status

GL Account	FY2017	FY2018		
	Prior Year Spend	Annual Budget	YTD Spend	Available Balance
01-10-00341-5806001	\$ 150,669	\$ 165,200	\$ 119,521	\$ 45,679
<i>Motion Picture Television : Equipment</i>				
		<b>FY2018 Request</b>		<b><u>\$ 32,000</u></b>

*\*YTD Spend equals actuals plus committed as of 12/04/2017.*

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

4. RECOMMENDATION

That the Board of Trustees approves the purchase of an On-Location Production Flypack for the Motion Picture/Television Department from Keycode Media, 1201 Wiley road, Suite 100, Schaumburg, IL 60173 in the amount of \$32,000.

Staff Contact: Glenn Glinke, Program Support Specialist – Graphic Design, Mass Communication, Motion Picture/Television & Theater

**BOARD APPROVAL**

**SIGNATURE PAGE**

On Location Production Flypack for the Motion Picture/Television Department

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the purchase of an On Location Production Flypack for the Motion Picture/Television Department from Keycode Media, 1201 Wiley road, Suite 100, Schaumburg, Il. 60173 in the amount of \$32,000.

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**Board Chairman**

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**Board Secretary**



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

**1. SUBJECT**

Approval of Intergovernmental Agreement between the College of DuPage and the Illinois Law Enforcement Training and Standards Board ("ILETSB") to permit direct reimbursement of tuition expenses for Suburban Law Enforcement Academy ("SLEA") recruits.

**2. REASON FOR CONSIDERATION**

Section 3-30 of the Illinois Public Community College Act permits the Board of Trustees to exercise powers "that may be requisite or proper for the maintenance, operation and development of any college or colleges under the jurisdiction of the board." 110 ILCS 805/3-30.

**3. BACKGROUND INFORMATION**

In an effort to better serve municipal, college, university and other law enforcement police departments, the College has been discussing with ILETSB the possibility of extending direct tuition reimbursement to the College for agencies training recruits at SLEA. Currently, police departments who select SLEA must pay the full tuition in advance and then seek partial reimbursement from ILETSB later. In contrast, direct tuition reimbursement exists at most of the other ILETSB-approved basic academies. With increased pressure on departmental training budgets, some agencies have been forced to attend academies other than SLEA, as that results in no out-of-pocket tuition expenses for the department. Although this results in a savings to the department, travel and lodging expenses for out-of-area training increase. Direct tuition reimbursement to SLEA will help address both of these factors by providing an incentive for departments to send their recruits to SLEA and to invest current academy tuition dollars into professional development for active police.

Although direct reimbursement could result in a slightly longer repayment period than under the current model, the Finance Department has confirmed that the cash-flow impact is tolerable. Conversely, the benefits of direct reimbursement are significant, in that it (a) lowers the total cost to taxpayers of recruit training by eliminating or reducing travel and lodging costs for area departments that use

distant academies; (b) removes the incentive of departments selecting other academies so as to avoid paying out-of-pocket tuition costs to SLEA; and (c) allows for increased training of active police at SLEA, as current academy tuition dollars can be invested in professional development and/or the HSTI tactical training membership program.

As consideration for this initiative, the proposed agreement includes a provision that will permit ILETSB to use certain HSTI facilities for three one-week training sessions per year. In addition, the proposed agreement requires the College to provide up to 40 hours of academic research to ILETSB per calendar year.

For the reasons above, the Administration believes that the direct-tuition agreement will provide significant benefits both to the College and to the broader community. Accordingly, the Administration recommends that the Board of Trustees approve the proposed direct-tuition agreement with SLEA.

#### 4. RECOMMENDATION

That the Board of Trustees enter into the proposed direct-tuition agreement with ILETSB.

Staff Contacts: Joseph Cassidy, Dean, Continuing Education  
John Kness, General Counsel

**SIGNATURE PAGE**

**Approval of Intergovernmental Agreement between the College of DuPage  
and the Illinois Law Enforcement Training and Standards Board ("ILETSB") to  
permit  
direct reimbursement of tuition expenses for  
Suburban Law Enforcement Academy ("SLEA") recruits**

**ITEM(S) ON REQUEST:**

That the Board of Trustees enter into the proposed direct-tuition agreement with ILETSB.

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Chairman

Date

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Secretary

Date

INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE LAW ENFORCEMENT TRAINING & STANDARDS BOARD AND  
THE SUBURBAN LAW ENFORCEMENT ACADEMY  
FOR DIRECT TUITION REIMBURSEMENT

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into between the LAW ENFORCEMENT TRAINING & STANDARDS BOARD, a state agency (the “Board” or “ILETSB”), and COMMUNITY COLLEGE DISTRICT NO. 502, doing business as COLLEGE OF DUPAGE (the “College”), acting on behalf of its component, the SUBURBAN LAW ENFORCEMENT ACADEMY (the “Academy”).

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

WHEREAS, 5 ILCS 220/1, entitled the “Intergovernmental Cooperation Act,” provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and

WHEREAS, 5 ILCS 220/2, defines a public agency as, among others, “[A]ny public community college district, . . . any agency of the State government or of the United States, . . . and any combination of the above pursuant to an intergovernmental agreement which includes provisions for a governing body of the agency created by the agreement”; and

WHEREAS, the Board is a unit of government situated within the corporate boundaries of the State of Illinois, and is responsible for ensuring that all law enforcement officers serving within the state of Illinois meet the minimum basic training requirements and that such training is conducted at certified schools; and

WHEREAS, the Academy is a component of the College of DuPage, a body politic and corporate located in Glen Ellen, Illinois; operates as a basic law enforcement academy that has been regularly approved by the Board; and has access and ownership rights to a state of the art training facility; and

WHEREAS, the Police Training Act (50 ILCS 705/1 *et seq.*) and its corresponding administrative rules, provides that an approved academy may receive reimbursements from the Board for the training of recruit officers employed by units of local government. Specifically, subsection (2) of Section 9 allows the Board to reimburse governmental agencies for the mandatory training of probationary police and correctional officers; and

WHEREAS, the Board and the College recognize that cooperative efforts from the Board and the College will further advance the mutual interests of both the Board and the Academy.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

Training Service: Upon submission of proper invoices, the Board shall issue reimbursements associated with the basic law enforcement training of qualified employees of local government, as mandated by the Illinois Police Training Act, 50 ILCS 705/8.1, directly to Academy on behalf of the governmental entity (hereafter the “Agency”) obliged to Academy, and all monies collected pursuant to this agreement shall eliminate the payment obligation, and subsequent actions of collection, each unit of government may have with the Academy.

Assignment: By way of this agreement, each employing Agency is effectively assigning its right of reimbursement to the providing academy. Therefore, the Academy agrees to secure from each employing Agency that directs its employee(s) to the Academy for a course that is otherwise eligible for reimbursement, an assignment identical or substantially similar to that provided as Exhibit A.

Contract Amount: The Board will pay the Academy at the approved rate for each officer (and, if applicable, the approved adjusted rates for any commuter or residential officer) to complete a course of training as described in Training Services.

Academy Consideration: In consideration for the payment accommodations made by the Board, the College agrees that the Academy will provide, as a direct benefit to the Board, in furtherance of its authorized operations, the items identified on the Consideration Schedule attached as Exhibit B.

Budget Review: At least twice annually at a time and place convenient to both Parties, key staff from the Academy and the Board shall meet to review the Academy’s budgetary projections and expenditures, as they relate to establishing tuition rates. The executive directors of both the Academy (acting on behalf of the College) and the Board shall reach an agreement on the Academy tuition rate prior to implementation for each fiscal year. Failure to reach an agreement on tuition rates may result in a suspension of the Board’s duties under this agreement to provide direct tuition reimbursement.

Term: This Agreement shall expire three years after its Effective Date (defined as the date of the last signature of the parties below). The Board and the College may agree to extensions of this Agreement by written agreement. Notice of termination must be in writing and may be delivered by any means at least 30 days before the proposed date of termination.

Laws of Illinois: This Agreement shall be governed by the laws of the State of Illinois.



Availability of Appropriation: This agreement is contingent upon and subject to the availability of funds. Either party, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor's Office decreases the Board's funding by reserving some or all of the Board's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Board determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. The Academy will be notified in writing of the failure of appropriation or of a reduction or decrease. In such instance, the Academy may revoke the Agency's Assignment and seek reimbursement directly from the Agency for any and all related costs of tuition otherwise due and owing.

Fiscal Year Estimations: Prior to the receipt of any funds in each new fiscal year, the parties shall execute an estimation of anticipated expenditures and any other documents required by the Office of the Illinois Comptroller. Such estimates will be prepared by the Board in coordination with other necessary documents and shall require execution by both parties before payment is made. The parties acknowledge that this supplemental estimation is part and parcel to this agreement and may be filed on record with the Illinois Comptroller.

Audit / Retention of Records: The Academy and its subcontractors shall maintain books and records relating to the performance of the contract or subcontract and necessary to support amounts charged to the State pursuant the agreement. Books and records, including information stored in databases or other computer systems, shall be maintained by the Academy for a period of five years from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of five years from the later of final payment under the term or completion of the subcontract. If federal funds are used to pay contract costs, the Academy and its subcontractors must retain its records for five years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the Board, the Auditor General, the Executive Inspector General, the Attorney General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. the Academy and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the contract for which adequate books and records are not available to support the purported disbursement. The Academy or subcontractors shall not impose a charge for audit or examination of the Academy's books and records. 30 ILCS 500/20-65.

Ability to Contract: Each party represents to the other that it has the legal authority to enter into this Agreement. With respect to the subject matter of this Agreement, each party shall duly authorize and execute any additional agreements, documents, instruments, amendments and certifications reasonably necessary and appropriate to maintain compliance with any applicable law.

Entire Contract: The Agreement, including any attachments or amendments, constitutes the entire agreement between the parties concerning the subject matter of this agreement. Modifications, acknowledgments, and waivers must be in writing and signed by authorized representatives of the parties; except that an amendment which increases the amount payable to the Academy may be executed by the Board at its sole discretion.

Amendments: This Agreement may be amended in writing from time to time by mutual consent of the parties. All amendments to this Agreement must be in writing and fully executed according to this agreement.

Severability Clause: If any provision of this Agreement is found to be invalid, such invalidity shall not affect the validity of the remaining portions of this Agreement.

IN WITNESS WHEREOF, the undersigned entities have set their signatures on the respective dates set forth below. This document may be signed in duplicate originals.

ILLINOIS LAW ENFORCEMENT  
TRAINING & STANDARDS BOARD

BOARD OF TRUSTEES  
COLLEGE OF DUPAGE

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit A:

REVOCABLE ASSIGNMENT OF REIMBURSEMENT:

THE PARTIES, \_\_\_\_\_ (the “Agency”), the Illinois Law Enforcement Training and Standards Board (the “Board”), and \_\_\_\_\_ (the “Academy”) hereby acknowledge the following recitals and agree to the terms of this ASSIGNMENT OF REIMBURSEMENT:

WHEREAS: Agency acknowledges that attendance at this subject training is conditioned upon payment of a tuition to the Academy.

WHEREAS: The subject training may be eligible for reimbursement from the Board pursuant to Section 9 of the Police Training Act.

WHEREAS: The Academy participates in a system of direct tuition reimbursement in which prepayment by the Agency is not required prior to attendance if this document is executed assigning all rights and interests in any subject reimbursement to the Academy.

NOW THEREFORE:

1. The Agency hereby assigns all rights, interests, and/or claims for reimbursement for tuition amounts of the subject program to the Academy.

2. The Board hereby acknowledges and recognizes this assignment and will execute its effect by issuing any eligible reimbursement to the Academy on the Agency’s behalf.

3. The Academy hereby releases any claim for collection from the Agency up to the amount issued to it, by the Board, on behalf of the Agency for the tuition of the subject program.

4. In the event that the Board fails issue a payment due and owing as the result of any non- appropriation event, the Academy may declare this Assignment null and void and revoke the provisions of this agreement by providing notice to all relevant parties that it intends to seek payment from the respective Agency.

Agreed to and Acknowledged on DATE: \_\_\_\_\_

AGENCY: \_\_\_\_\_

ACADEMY: \_\_\_\_\_

BOARD: \_\_\_\_\_

Exhibit B:

CONSIDERATION SCHEDULE:

In consideration for the payment accommodations made by the Board, the Academy agrees to provide as a direct benefit to the Board, in furtherance of its authorized operations, the items identified below:

- A. Facility Use: The Academy shall make available to the Board, its agents, or assigns, certain sections of the space utilized by the Academy, including but not limited to the mock street scene, mock residential rooms, specific presentation rooms, and all adjoining common areas required to access and utilize these functional spaces, for at least three one-week periods each calendar year. Requests to utilize such spaces must be made by the Board at least 60 days in advance and shall be scheduled at times mutually agreeable to the parties.
- B. Research: The Academy and the College agree to provide up to 40 hours of academic research to the Board each calendar year without charge. Projects requiring additional hours may be billed to the Board at a rate of 50% of the College's published rate. Prior to the incursion of any bill or charge, the Board shall be notified of the estimated costs.

The Academy acknowledges that the terms expressed in this exhibit are wholly included within the subject agreement and are relied upon by the Board as a basis for agreement and performance. Therefore, in the event that the Academy serves notice that any of these items or benefits will not be delivered, it shall be considered an act of breach and the Board's obligations shall cease upon the expiration of a 10-day period for the Academy to cure the asserted breach.



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Renewal of Campus Architect Agreement for Design and Monitoring Services.

2. **REASON FOR CONSIDERATION**

Campus architectural service contract renewals require the approval of the Board of Trustees.

3. **BACKGROUND INFORMATION**

The college periodically needs architectural or engineering services to provide minor design and construction administrative work. This work includes room expansions, office remodeling, or other space-related projects. Rather than conducting a Qualifications Based Selection (QBS) process for small scale architectural services every time there is a need, the Facilities Department seeks to reduce the overall length of small project schedules by having three architectural firms on standby who are familiar with our campus design criteria and standards.

Various provisions of state law and Board policy apply to the selection of architects for College work. Under the Local Government Professional Services Selection Act, the College may negotiate terms with one or more architectural services firms with which it has preexisting satisfactory relationships. If no such relationship were to exist, the College would then have to solicit "statements of interest from firms that have a current statement of qualifications and performance data on file with" the College. See 50 ILCS 510/4(2). As explained below, the College has preexisting satisfactory relationships with the three firms that are the subjects of this Board item. As a result, the College is not required under state law to solicit statements of interest from other firms.

Board Policies 10-60 and 10-90, as well as Administrative Procedure 10-90, also apply to the selection of an architect. Policy 10-60 states that "construction related contracts not exceeding statutory limits shall be processed at the discretion of the Purchasing Department in accordance with administrative procedures." Under Policy 10-90, "All contracts for construction related services will be made in accordance with Illinois law and regulations. Construction related contracts shall include contracts for building repair, maintenance, remodeling, renovation, or construction and professional services related thereto."

In accordance with Administrative Procedure 10-90(2)(D), "Contracts for architectural, engineering and land surveying services will be awarded as follows:

- Below twenty-five thousand dollars (\$25,000) will be awarded at the discretion of the Purchasing Department, before processing a requisition.
- In the amounts of twenty-five thousand dollars (\$25,000) to forty-nine thousand nine hundred and ninety-nine dollars (\$49,999) will require a minimum of three (3) written proposals unless a satisfactory relationship for service exists with one or more firms, before processing a requisition.
- In the amount of twenty-five thousand dollars (\$25,000) or greater will be awarded on the basis of demonstrated competence and qualifications in accordance with the Local Government Professional Services Selection Act (50 ILCS 510)."

The current and past practice has been consistent with the policies and procedures noted above. The Purchasing Department and Facilities Operations Department have historically understood these provisions to permit the College to enter into an agreement with one or more firms to serve as campus architects. To that end, in April 2015, the Facilities Operations Department issued a Request for Qualifications (RFQ) for Campus Architects. This request specifically sought firms with good design experience and a reputation for performing typical architectural and engineering work in the Chicagoland area. A legal notice was published and sixteen (16) responses were received. A committee of seven (7) College of DuPage personnel (Jim Ma-Director Facilities Operations, Bruce Schmiedl-Director Facilities Planning & Development, Ellen Roberts-Director Business Affairs, Don Inman-Senior Project Manager, Chris Wosachlo-Energy & Project Manager, David Ditchfield-Chief Engineer and Elias Almazan-Chief Engineer) evaluated all sixteen (16) proposals. Based on the submitted qualification packages, five (5) firms were selected for an in-house interview.

The results of the interviews are in the table below:

Criteria	Weighted Percentage	Bailey Edward	Cordogan Clark	Holabird & Root	Klubert	Perkins + Will
Firm History, Experience and Competence	25	<b>22.14</b>	<b>20.54</b>	20.42	20.5	<b>20.42</b>
Evaluation of Project Team	30	<b>25.71</b>	<b>24.64</b>	24.00	22.8	<b>24.00</b>
Previous Performance	15	<b>13.07</b>	<b>11.57</b>	8.00	11.4	<b>10.75</b>
Quality of Performance	15	<b>13.07</b>	<b>12.21</b>	11.50	11.40	<b>12.25</b>
Firm's Design Philosophy	10	<b>8.86</b>	<b>8.57</b>	7.50	8.20	<b>8.92</b>
Firm's Financial Stability	5	<b>4.14</b>	<b>3.39</b>	4.00	3.90	<b>4.50</b>
Total Points	100	<b>86.99</b>	<b>80.92</b>	75.42	78.20	<b>80.84</b>

**Recommended award in bold**

We recommended three campus architectural firms in the event that one is not able to provide a fit with the college's schedule for a specific project. In this scenario, the staff would be able to use another designated firm to complete the work or to select a firm whose skills more closely aligned with the project needs.



Architectural firms would only work on and be paid, according to their original fee schedule, for the projects to which they are assigned.

The current Campus Architects agreement, which was approved by the Board of Trustees on August 20, 2015, includes an initial term of two years and allows for the annual renewal of the contract following the original term which expired September 2017. The performance of the firms is reviewed annually and each of the three campus architectural firms have been performing satisfactorily. The total agreement term will not exceed five years.

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

4. **RECOMMENDATION**

That the Board of Trustees approves the annual renewal of the Campus Architects agreement with Bailey Edward, Cordogan Clark and Perkins + Will. Such agreement shall be reviewed by the General Counsel.

Staff Contact: Bruce Schmiedl, Director of Facilities Planning and Development.

**BOARD APPROVAL**

**Signature Page**

Renewal of Campus Architect Agreement for Design and Monitoring Services

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the annual renewal of the Campus Architects agreement with Bailey Edward, Cordogan Clark and Perkins + Will. Such agreement shall be reviewed by the General Counsel.

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Board Chairman \_\_\_\_\_ Date \_\_\_\_\_

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Board Secretary \_\_\_\_\_ Date \_\_\_\_\_



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1.     SUBJECT

License Agreement for the Property Known 535 Duane Street, Glen Ellyn, Illinois

2.     REASON FOR CONSIDERATION

The College is pursuing the establishment of an Innovation Center. Highly suitable space for the Innovation Center has been identified as available in the Glen Ellyn Civic Center. It is appropriate to seek the approval of the College's Board of Trustees for the execution of an agreement for the College's long-term use of the Civic Center space.

3.     BACKGROUND INFORMATION

On October 26, 2017, the Board of Trustees of the College adopted a resolution calling for the formation of Innovation DuPage. The purpose of Innovation DuPage will be to promote business and general economic development in Community College District 502. It will possess the capabilities of both a business incubator and accelerator.

Innovation DuPage is expected to collaborate with the following entities:

- College of DuPage and its Center for Entrepreneurship
- Choose DuPage/Rev3
- Benedictine University
- Elmhurst College
- Village of Glen Ellyn

Innovation DuPage will coordinate and focus the efforts of its partners to help small businesses establish themselves and grow.

Innovation DuPage will be housed in an “Innovation Center.” As previously discussed with the Board, the Glen Ellyn Civic Center at 535 Duane Street has been identified as an ideal location for the Innovation Center. The Civic Center is close to the College and its resources, centrally situated in District 502, and is easily accessible, particularly by rail. Approximately 8,200 square feet of space within the Civic Center has been vacated by the Village’s Police Department due to the construction of a separate Police Department facility. The vacated space can be renovated to accommodate the Innovation Center.

On July 20, 2017, the Board of Trustees authorized the College to reimburse the Village of Glen Ellyn for the cost of architectural services to study the feasibility and ascertain the cost of renovating the space in the Glen Ellyn Civic Center previously occupied by the Glen Ellyn Police Department for the Innovation Center. The study found that the space can effectively accommodate the Innovation Center. The estimated cost of the renovation project is \$1.8 million.

On November 13, 2017, the Board of Trustees of the Village of Glen Ellyn approved the execution of the attached license agreement for the College of DuPage’s use of the 8,200 square feet of currently vacant space (and associated common area space) in the Glen Ellyn Civic Center that was the subject of the aforementioned architectural study. Major features of the license agreement include:

- Initial ten-year term with options for two additional five-year terms.
- Through the fifth year of the license, payment of a \$30,000 annual license fee to cover operating costs (i.e., utilities, custodial service, alarm service, refuse collection, general building maintenance, and insurance costs). This annual fee is discounted in recognition of the College’s capital investment in the building.
- Beginning in the sixth year of the license, an increased annual license fee of \$55,000 to cover operating costs. After the sixth year of the license, the license fee will increase by the change in the consumer price index or 3%, whichever is less.
- If the Village terminates the lease prior to the 18th year, the Village will reimburse the College for its capital investment. The reimbursement would be decreased by \$100,000 for each year of the lease that has expired.

Currently, the lease of space for the Center for Entrepreneurship at 2525 Cabot Drive in Lisle will expire in April of 2018. The College is working with the landlord to extend the lease through the date when the Center for Entrepreneurship can occupy its new space in the Glen Ellyn Civic Center.

4.     RECOMMENDATION

That the Board of Trustees authorize the Board Chair, the President, or Vice President for Administration and Treasurer (CFO) to execute the attached License Agreement for Property Known 535 Duane Street, Glen Ellyn, Illinois.

Staff Contacts: Brian W. Caputo, VP for Administration and Treasurer (CFO)  
                  Joseph C. Cassidy, Dean, Continuing Education & Extended Learning  
                  John F. Kness, General Counsel

**SIGNATURE PAGE**

**LICENSE AGREEMENT FOR  
THE PROPERTY KNOWN 535 DUANE STREET,  
GLEN ELLYN, ILLINOIS**

**ITEM(S) ON REQUEST**

THAT THE BOARD OF TRUSTEES AUTHORIZES THE BOARD CHAIR, PRESIDENT, OR VICE PRESIDENT FOR ADMINISTRATION AND TREASURER (CFO) TO EXECUTE THE ATTACHED LICENSE AGREEMENT FOR PROPERTY KNOWN 535 DUANE STREET, GLEN ELLYN, ILLINOIS.

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BOARD CHAIR

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DATE

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SECRETARY

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DATE

**A LICENSE AGREEMENT FOR THE  
PROPERTY KNOWN 535 DUANE STREET,  
GLEN ELLYN, ILLINOIS**

THIS LICENSE AGREEMENT is made and entered into by and between the VILLAGE OF GLEN ELLYN OF DUPAGE COUNTY, ILLINOIS, a municipal corporation, hereinafter referred to as **“VILLAGE”** and COMMUNITY COLLEGE DISTRICT 502, commonly known as the COLLEGE OF DUPAGE, an Illinois not-for-profit community college, hereinafter referred to as **“LICENSEE.”**

**WITNESSETH:**

**WHEREAS**, VILLAGE owns a certain property in DuPage County commonly known as 535 Duane Street; Glen Ellyn, Illinois; and

**WHEREAS**, there is located on said property a building commonly known as the Civic Center; and

**WHEREAS**, LICENSEE desires to occupy and use approximately 8,200 square feet, plus approximately 1,500 square feet of common area space of the Civic Center as well as other meeting room space on a limited basis as its office headquarters for Innovation DuPage consisting of the Center for Entrepreneurship (the Small Business Development Center, the Procurement Technical Assistance Center, the Illinois Trade Center, Business Solutions), and Choose DuPage (Rev 3); and

**WHEREAS**, VILLAGE and LICENSEE desire to engage in a License Agreement for the use of a portion of the Civic Center property, hereinafter referred to as **“LICENSED PREMISES;”** and

**WHEREAS**, VILLAGE is authorized to issue a license for any activity reasonably connected with VILLAGE purposes; and

**WHEREAS**, engaging with LICENSEE aids in growing VILLAGE’s economic development efforts and is an example of the benefits to be derived from intergovernmental cooperation envisioned by Art. 7, §10, of the Constitution of the State of Illinois; and

**NOW, THEREFORE**, in consideration of the mutual promises, terms and conditions set forth herein, the parties agree as follows:

**1.00     LICENSE GRANTED**

1.01     Purpose: LICENSEE is authorized to occupy and utilize the LICENSED PREMISES, for the benefit of Innovation DuPage.

1.02     Licensed Premises: The LICENSED PREMISES shall consist of approximately 8,200 square feet, plus approximately 1,500 square feet of common area space including new bathrooms and lobby space for the new Innovation DuPage space on the first floor and new entrance and hallway space on the 2<sup>nd</sup> floor of the Civic Center as well as other meeting room space on a limited basis as defined as:

a. Room 301: LICENSEE will have primary use of this space except for Mondays.

b. 2<sup>nd</sup> Floor Conference Room: LICENSEE and VILLAGE will share this room through a room scheduling system as provided by the VILLAGE.

c. 1<sup>st</sup> Floor Conference Room in Planning and Development: VILLAGE will have primary use of this space, but share space after normal business hours defined as 8am to 5pm



d. Other Public Meeting Rooms: VILLAGE is willing to provide additional meeting space as LICENSEE may need from time to time as the VILLAGE would provide to any other outside group.

For the purposes of this section, primary use means that the VILLAGE or LICENSEE will have the ongoing right to sole occupancy and to utilize these identified rooms, however, if the primary user does not require use of the rooms, it will make them available to other parties if requested and as appropriate.

- 1.03 Use of Parking Areas and Driveways: LICENSEE shall have use of shared parking spaces on the premises and in any shared parking lots available for public parking.
- 1.04 Condition of Licensed Premises: LICENSEE accepts the LICENSED PREMISES in the condition it exists as of the date of this agreement and with those exceptions as noted in section 5.01 of this agreement, and further agrees to make no demands on the VILLAGE for any improvements, modifications or alterations.
- 1.05 License Fee: LICENSEE shall pay a monthly license Fee of, \$30,000 annually or \$2,500 per month, to VILLAGE for use of the LICENSED PREMISES. This fee covers the shared costs for utilities, custodian, alarm fees, refuse collection, general building maintenance, and insurance costs. Beginning in year six (6) of this license agreement, LICENSEE's contribution will increase to incorporate a \$25,000 (\$55,000 total) fee for building and parking maintenance costs. This fee will increase annually by the consumer price index in for all urban consumers in the Chicago-Gary-Kenosha area for "all items less food and energy" or 3%, whichever is less. The license fee shall be reviewed every five years to ensure the fee is accurately covering VILLAGE expenses incurred annually. The Village Manager of Glen Ellyn and President of College of DuPage shall have the authority to make mutually agreeable revisions to this fee without amendment to this License.
- 1.06 Term: This agreement shall be for a term of ten (10) years commencing on a final building inspection approval issued by the Village of Glen Ellyn and ending on that same date in 2028, with two five (5) year renewable options. If LICENSEE wishes to renew this agreement for an additional five-year term, under the same terms and conditions of this License, the LICENSEE shall send a written request to the Village Manger at least ninety (90) days prior to the expiration of the original term. The Village Board will consider whether it wishes to approve the requested extension under the existing terms or to offer alternate terms and conditions. Alternate terms must be presented in writing to LICENSEE at least one hundred and eighty (180) days prior to the date of termination in 2028. Unless a new License is approved, the License shall terminate on its expiration date.
- 1.07 Third-Party Beneficiary: Innovation DuPage is a third-party beneficiary to this Agreement and is entitled to the rights and benefits under this Agreement, and may enforce the provisions of it, as if Innovation DuPage were a party.

## **2.00 LICENSEE RIGHTS**

- 2.01 Coordination and scheduling: LICENSEE shall have responsibility for scheduling all activities on the LICENSED PREMISES.
- 2.02 Use Limits: LICENSEE shall use the Civic Center for Innovation DuPage and manage the entire LICENSED PREMIISES. Uses in the building and on the property shall at all times be in accordance with the Building and Zoning Codes of the Village.
- 2.03 Sub-license: LICENSEE shall have the authority to sub-license any area of the LICENSED PREMISES to Innovation DuPage and Innovation DuPage partners and entities related to Innovation DuPage, by mutual consent of the LICENSEE and VILLAGE, but no other entity. The authority to

sub-license is not intended to create profits for the LICENSEE or any SUB-LICENSEE. Any revenues obtained through sub-licenses in excess of the license fee of \$30,000 annually shall be split with the VILLAGE receiving fifty percent (50%) of such excess revenues.

- 2.04 Improvements: LICENSEE will, at its expense, make or construct or cause to be constructed alterations, repair or other improvements to the LICENSED PREMISES, with written consent of the Village Manager.
- 2.05 Signs: LICENSEE shall obtain necessary sign permit(s) and shall only erect signage in full conformance with the Village Sign Code. LICENSEE shall pay costs related to the erection and maintenance of any sign.
- 2.06 Security: LICENSEE may, at its expense, install any legal security system or equipment designed for the purpose of protecting LICENSEE'S property (trade fixtures/personal property) from theft, burglary, vandalism, some or fire. Expenses for maintaining or repairing any such system or equipment, or any false alarm charges related thereto, shall be paid by LICENSEE.

### **3.00 LICENSEE RESPONSIBILITIES**

- 3.01 Compliance with Laws: LICENSEE shall comply with all applicable municipal, county and Village ordinances, with state and federal laws and regulations, and with all Village rules and regulations now in force or hereafter promulgated. LICENSEE shall obtain from the appropriate regulatory authority all necessary permits prior to beginning the operation of the LICENSED PREMISES or the construction of any improvements permitted under Section 2.04. LICENSEE shall fully comply with any requirements for commission, board or zoning reviews required by any action proposed by them. LICENSEE shall also obtain a certificate of occupancy.
- 3.02 Payment and Collection of Taxes: LICENSEE shall collect and pay any sales tax or other required taxes in connection with the operation of the LICENSED PREMISES. The parties believe and intend that this LICENSE AGREEMENT will not result in obligation of the LICENSEE to pay any real estate taxes regarding the LICENSED PREMISES. If real estate taxes are assessed against the LICENSED PREMISES or the LICENSEE'S interest or use of the LICENSED PREMISES, the LICENSEE shall pay such taxes. In the event that the property or this license shall be subject to real estate taxes, however, the LICENSEE may cancel this license agreement on thirty (30) days' notice, but it shall be responsible for all obligations, including incurred real estate taxes associated with its period of occupancy.
- 3.03 Disorderly Persons: LICENSEE shall not allow any disorderly person to remain on the LICENSED PREMISES.
- 3.04 Illegal Activities: LICENSEE shall not permit any illegal activity to be conducted upon the LICENSED PREMISES and shall promptly notify the VILLAGE'S Police Department to assist in the removal of disorderly persons if necessary.
- 3.06 Habitation: LICENSEE shall not use the LICENSED PREMISES for living quarters.
- 3.07 General Maintenance: LICENSED PREMISES INSPECTION: The Village will inspect LICENSED PREMISES on a periodic basis and may require reasonable upkeep to the property and Village will perform an annual fire safety inspection.
- 3.08 Utility and Service Charges: LICENSEE shall be responsible for providing and paying for all IT Services, internet services, cable, wireless services and telephone service to the LICENSED PREMISES.

- 3.09 Safety: LICENSEE shall be solely responsible for the safety of all persons working on or utilizing the LICENSED PREMISES and for ensuring that the LICENSED PREMISES is maintained at all times in a reasonably safe condition. LICENSEE shall promptly correct any unsafe condition or practice under its control and shall promptly notify the VILLAGE of any such condition under the VILLAGE'S control. Until the unsafe condition or practice is corrected, the affected area shall be closed to the public. LICENSEE shall make reasonable efforts to obtain emergency medical care for any person requiring such care as a result of illness or injury occurring on the LICENSED PREMISES. LICENSEE shall also use its best efforts to fully cooperate with the VILLAGE in the investigation of any illness, injury or death occurring on the LICENSED PREMISES, including providing a prompt written report thereof to the Village Manager.
- 3.10 Hours of Operation: LICENSEE shall advise the VILLAGE, in writing, of the planned hours of operation of the LICENSED PREMISES, and shall further advise, in writing, of any changes to the hours of operation on a timely basis, but at least forty-eight (48) hours prior to any change.

#### **4.00 VILLAGE RIGHTS**

- 4.01 Easements: The VILLAGE reserves the right to establish, grant or utilize easements or rights-of-ways over, under, along and across the LICENSED PREMISES where there are no buildings, for utilities or public access to any portion of the property, provided that the VILLAGE shall exercise such rights in a manner which, if possible, will minimize interference with the operation of the LICENSED PREMISES.
- 4.02 Future Building Improvements: The VILLAGE reserves the right to make improvements, repurpose, sub-lease, and maintain as the VILLAGE sees fit any portion of the building other than the LICENSED PREMISES.
- 4.03 Building Access: The VILLAGE reserves the right to have full access to all licensed areas in the building to perform general inspections and maintenance per this agreement.

#### **5.00 VILLAGE RESPONSIBILITIES**

- 5.01 Habitability: The VILLAGE will deliver the LICENSED PREMISES as is, as outlined in Exhibit A attached to this agreement, subject to renovations to be designed and constructed on the LICENSED PREMISES, to be paid for by the LICENSEE.

#### **6.00 HOLD HARMLESS AND INDEMNIFICATION**

- 6.01 Indemnification. Each Party (the "Indemnifying Party") shall defend, indemnify and hold the other Party (the "Claiming Party") harmless against and in respect of any damage, loss, liability, cost or expense, including expert witness fees and reasonable attorneys' fees, whether or not recoverable under applicable state law, resulting or arising from or incurred in connection with:
- a) any misrepresentation, breach of warranty, or nonfulfillment or nonperformance of any agreement on the part of the Indemnifying Party under this Agreement; and
  - b) any actions, suits, proceedings, damages, assessments, judgments, costs or expenses incident to any of the foregoing.
- 6.02 Foreclosure: LICENSEE shall defend, indemnify and hold harmless the VILLAGE from all damages, suits liabilities, costs and expenses, in law or equity, including reasonable attorney fees, arising from any action brought by any mechanic, laborer or material man, in action for foreclosure of mechanic's liens filed upon the LICENSED PREMISES as a result of providing labor or materials thereon at the

request of LICENSEE. In the event a judgment or settlement is rendered in favor of the clamant in any such action, LICENSEE shall promptly obtain full release and satisfaction thereof through payment of all sums due thereon, provided LICENSEE was given timely notice of such lien or claim and a reasonable opportunity to defend said suit or claim.

- 6.03 Acts of God: The LICENSEE shall not be responsible for any damages, losses, claims of liabilities created by any act of God, such as, but not limited to, flood, earthquake, wind, rain or storm, or created by forces beyond the control of the LICENSEE.
- 6.04 Personal Injury, Death or Property Damage – Indemnification by VILLAGE: VILLAGE shall defend, save, indemnify, keep and hold harmless the LICENSEE and all of its elected officials, officers, servants, agents and employees from all damages, suits. Liabilities, causes of action, costs and expenses, in law or equity, including costs of suit and reasonable attorney and expert witness fees, that may at any time arise or be claimed by any person, including the agents, servants, employees or contractors of VILLAGE or the LICENSEE, on account of personal injury, sickness, death or property damage arising out of VILLAGE'S rights, responsibilities or actions under this Agreement, when caused by an act or omission to act on the part of VILLAGE or its agents, servants, employees or contractors, subject to defenses available under the Illinois Tort Immunity Act, that allegedly constitutes, without limitation:
- a. Negligence;
  - b. Creation or maintenance of a dangerous condition on LICENSED PREMISES;
  - c. Intentional infliction of harm.

In the event any person or any partnership, corporation, company or other entity recovers a judgement or settlement against the LICENSEE or any of its elected officials, officers, agents or employees by reason of any aforementioned acts or omissions, VILLAGE shall pay on behalf of the party required to pay in an amount equal to the judgment or settlement; and for all related costs and expenses, provided timely notice of the suit or claim giving rise to the judgement or settlement was given to VILLAGE and VILLAGE was given a reasonable opportunity to defend the suit or claim.

- 6.04 (a) Personal Injury, Death or Property Damage – Indemnification by LICENSEE: LICENSEE shall defend, save, indemnify, keep and hold harmless the VILLAGE and all of its elected officials, officers, servants, agents and employees from all damages, suits. Liabilities, causes of action, costs and expenses, in law or equity, including costs of suit and reasonable attorney and expert witness fees, that may at any time arise or be claimed by any person, including the agents, servants, employees or contractors of VILLAGE or the LICENSEE, on account of personal injury, sickness, death or property damage arising out of LICENSEE'S rights, responsibilities or actions under this Agreement, when caused by an act or omission to act on the part of LICENSEE or its agents, servants, employees or contractors, subject to defenses available under the Illinois Tort Immunity Act, that allegedly constitutes, without limitation:
- a. Negligence;
  - b. Creation or maintenance of a dangerous condition on LICENSED PREMISES;
  - c. Intentional infliction of harm.

In the event any person or any partnership, corporation, company or other entity recovers a judgement or settlement against the VILLAGE or any of its elected officials, officers, agents or employees by reason of any aforementioned acts or omissions, LICENSEE shall pay on behalf of the party required to pay in an amount equal to the judgment or settlement; and for all related costs and expenses,

provided timely notice of the suit or claim giving rise to the judgement or settlement was given to LICENSEE and LICENSEE was given a reasonable opportunity to defend the suit or claim.

- 6.05 Foreclosure: VILLAGE shall defend, indemnify and hold harmless the LICENSEE from all damages, suits liabilities, costs and expenses, in law or equity, including reasonable attorney fees, arising from any action brought by any mechanic, laborer or material main in action for foreclosure of mechanic's liens filed up the LICENSED PREMISES as a result of providing labor or materials thereon at the request of the VILLAGE. In the event a judgment or settlement is rendered in favor of the clamant in any such action, VILLAGE shall promptly obtain full release and satisfaction thereof through payment of all sums due thereon, provided VILLAGE was given timely notice of such lien or claim and a reasonable opportunity to defend said suit or claim.
- 6.06 Acts of God: The VILLAGE shall not be responsible for any damages, losses, claims of liabilities created by any act of God, such as, but not limited to, flood, earthquake, wind, rain or storm, or created by forces beyond the control of the VILLAGE.

## **7.00 DESTRUCTION OF THE LICENSED PREMISES**

- 7.01 Election by the Village: If the LICENSED PREMISES are totally or partially destroyed by fire, earthquake, flood, storms, insurrection, riot, public disorder or any other casualty, the VILLAGE may, at its option, either restore the LICENSED PREMISES or terminate this Agreement without penalty or payment of licensee of renovation costs. If the VILLAGE elects to restore the LICENSED PREMISES, this Agreement shall continue in full force and effect, except that the License operations may, as determined by the VILLAGE, be suspended during the period of restoration. LICENSEE shall cooperate in the restoration of the LICENSED PREMISES by vacating and removing therefore all trade fixtures and personal property for such periods as are required for the restoration.

## **8.00 INSURANCE**

- 8.01 General Requirements: LICENSEE shall procure, maintain and keep in force for the term of the Agreement policies of personal property, liability and if applicable, workers' compensation and employer's liability insurance. The College of DuPage subscribes to the Illinois Community College Risk Management Consortium and will provide proof of ongoing coverage. The amount of personal property insurance shall be adequate to cover all of the personal property owned by the LICEENSEE, and no claim shall be made against the Village for destruction of personal property which would be covered under such insurance. The amount of general liability insurance shall not be in an amount of less than One Million Dollars (\$1,000,000.00) per occurrence or in the aggregate.
- 8.02 Additional Insured: LICENSEE shall obtain endorsements specifically naming the VILLAGE as an additional insured. The endorsements shall protect and insure to the benefit of the VILLAGE and its representatives, including, but not limited to, its officers, elected officials and employees.
- 8.03 Evidence of Insurance: LICENSEE shall furnish the VILLAGE with a certificate of insurance for each policy required herein. In addition, when requested by the VILLAGE, LICENSEE shall furnish copies of the actual policies and endorsements showing the coverage as enumerated herein to be provided by LICENSEE. All such certificates and policies shall provide that no change, modification or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given the insurance company or companies to the VILLAGE.
- 8.04 Fire and Casualty Insurance: LICENSEE shall not be responsible for insuring any of the building, exclusive of LICENSEE's personal property or fixtures, on the LICENSED PREMISES for damages caused by fire or other casualties.

## **9.00 TERMINATION**

- 9.01 Termination: Either the VILLAGE or LICENSEE may terminate the Agreement without legal cause. Such termination shall be effective not sooner than three hundred sixty-five (365) days after written notice has been served in accordance with the requirements of Section 14.01 of this Agreement. In the event that the LICENSEE elects to terminate this License and vacate the premises, all improvements constructed by the LICENSEE shall remain. In the event the VILLAGE elects to terminate this License prior to eighteen (18) years after the execution of this License Agreement, the VILLAGE shall reimburse the LICENSEE on a depreciation schedule reducing by one hundred thousand dollars (\$100,000) per year that the licensed premises are occupied by LICENSEE (or any SUB-LICENSEES) of LICENSEE's capital construction costs, within thirty days of the date the premises are vacated by the LICENSEE and any SUB-LICENSEES. The VILLAGE's obligation to reimburse any of LICENSEE's capital construction costs will expire at the end of eighteen (18) years following the date of execution of the Agreement. VILLAGE shall not arbitrarily or capriciously withhold lease extension.

## **10.00 SURRENDER**

- 10.01 Vacation of Premises: Upon the expiration or termination of the Agreement, LICENSEE shall peaceably vacate the LICENSED PREMISES and any and all improvements located thereon and deliver up the same to the VILLAGE in a reasonably good condition, ordinary wear and tear excepted.

## **11.00 INTERPRETATION**

- 11.01 Headings: The headings herein contained are for convenience and reference only and are not intended to limit the scope of any Section.

## **12.00 ENFORCEMENT**

- 12.01 Responsibility: The Village Manager shall be responsible for the enforcement of this Agreement on behalf of the VILLAGE and shall be assisted therein by such officers and employees of the VILLAGE as the Manager deems necessary.

## **13.00 ATTORNEY FEES AND COSTS**

- 13.01 Recovery of Costs: Each party to this Agreement shall pay for its individual legal costs in any legal proceeding or action instituted to enforce any provision of the Agreement.

## **14.00 NOTICES**

- 14.01 Mailing Requirements: All notices required to be given under the terms of this Agreement or any applicable law shall be served either (a) personally during regular business hours; (b) by facsimile during regular business hours; or (c) by certified or registered mail, return receipt requested, placed in a sealed envelope with postage prepaid and deposited in the United States mail. Notices served upon the VILLAGE shall be addressed to the Village Manager, 535 Duane Street, Glen Ellyn, IL, 60137. Notices served upon LICENSEE shall be addressed to the Vice President for Administration and Treasurer (CFO), College of DuPage, 425 Fawell Blvd., Glen Ellyn, IL 60137. Notices served personally or by facsimile transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service.

**15.00 CONFLICT OF INTEREST**

15.01 Financial Interest: No VILLAGE or LICENSEE elected official or employee shall have any financial interest, directly or indirectly, in this Agreement.

**16.00 ENTIRE AGREEMENT**

16.01 Modifications: This document may be modified only by further written agreement specifically referring to this Section. Any such modification shall not be effective unless approved and executed by LICENSEE and, in the case of the VILLAGE, until approved by the Board of Trustees and executed by the President thereof.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the \_\_\_\_\_ day of \_\_\_\_\_ 2017.

**Village**

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

**College of DuPage**

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1.     **SUBJECT**

Supplemental Memorandum of Understanding Between the Village of Glen Ellyn and the College of DuPage Related to Shared Construction and Architectural and Design Costs for the Civic Center Located at 535 Duane Street

2.     **REASON FOR CONSIDERATION**

The College has been developing plans for the establishment of an Innovation Center to be housed in the Glen Ellyn Civic Center at 535 Duane Street in Glen Ellyn. The renovation of space in the Glen Ellyn Civic Center is most efficiently accomplished in a cooperative effort with the Village of Glen Ellyn, the owner of the Civic Center. It is appropriate to seek the approval of the College's Board of Trustees for the execution of an agreement for the College's reimbursement of cost incurred by the Village of Glen Ellyn for the renovation project.

3.     **BACKGROUND INFORMATION**

On July 20, 2017, the Board of Trustees authorized the College to reimburse the Village of Glen Ellyn for the cost of architectural services to study the feasibility and ascertain the cost of renovating the space in the Glen Ellyn Civic Center previously occupied by the Glen Ellyn Police Department for the Innovation Center. The study found that the space can effectively accommodate the Innovation Center. The space to be renovated spans 8,200 square feet plus associated common areas. The estimated cost of the renovation project is \$2.0 million.

On October 26, 2017, the Board of Trustees adopted a resolution authorizing the Administration to create Innovation DuPage (i.e., the not-for-profit corporation that will be the tenant of the Innovation Center).

Under a separate cover, the Administration has proposed the approval of a license agreement for long-term use of space in the Glen Ellyn Civic Center for the Innovation Center.

The Village of Glen Ellyn would like to accomplish certain renovation work in the Glen Ellyn Civic Center concurrently with the renovation of space for the Innovation Center. Because the Village is the owner of the Civic Center building, the Village would like to be the lead agency in a joint renovation initiative. The Village would like to ensure that construction methods and style are consistently applied throughout the building. It is also would be most efficient if the construction and design services associated with renovation projects were procured by a single entity.

The attached supplemental memorandum of understanding (SMOU) stipulates the terms of the joint renovation initiative in the Glen Ellyn Civic Center. Major features of the SMOU include:

- The Village will be the lead agency in procuring construction and design services for the joint renovation initiative.
- The College will reimburse the Village for costs incurred in renovating the portion of the Civic Center that will be occupied by the Innovation Center and an allocable share of the cost of renovating associated common areas within 60 days of the recipient of invoices from the Village.
- The College will make an advance payment to the Village of 10% of the projected costs of renovating its portion of the Civic Center. This advance payment will essentially serve as a cash flow vehicle to compensate for the time that it will take for the College to process invoices from the Village.
- Reasonable market competition will be pursued in the procurement of construction services.

GL Account	FY2017	FY2018		
	Prior Year Spend	Annual Budget	YTD Spend	Available Balance
03-90-39024-5804001 <i>Innovation DuPage : Building Remodeling Exps</i>	\$ -	\$ 1,100,000	\$ -	\$ 1,100,000
			<b>FY2018 Request</b>	<b><u>\$ 1,100,000</u></b>

*\*YTD Spend equals actuals plus committed as of 12/04/2017.*

4. **RECOMMENDATION**

That the Board of Trustees authorize the Board Chair, the President, or Vice President for Administration and Treasurer (CFO) to execute the attached Supplemental Memorandum of Understanding Between the Village of Glen Ellyn and the College of DuPage Related to Shared Construction and Architectural and Design Costs for the Civic Center Located at 535 Duane Street.

Staff Contacts: Brian W. Caputo, VP for Administration and Treasurer (CFO)  
Joseph C. Cassidy, Dean, Continuing Education & Extended Learning  
John F. Kness, General Counsel  
Charles W. Currier, VP for Information Technology and Facilities  
Bruce H. Schmiedl, Director of Facilities Planning & Development

**SIGNATURE PAGE**

**SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING  
BETWEEN THE VILLAGE OF GLEN ELLYN AND  
THE COLLEGE OF DUPAGE  
RELATED TO SHARED CONSTRUCTION AND  
ARCHITECTURAL AND DESIGN COSTS FOR  
THE CIVIC CENTER LOCATED AT 535 DUANE STREET**

**ITEM(S) ON REQUEST**

THAT THE BOARD OF TRUSTEES AUTHORIZES THE BOARD CHAIR, PRESIDENT, OR VICE PRESIDENT FOR ADMINISTRATION AND TREASURER (CFO) TO EXECUTE THE ATTACHED SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF GLEN ELLYN AND THE COLLEGE OF DUPAGE RELATED TO SHARED CONSTRUCTION AND ARCHITECTURAL AND DESIGN COSTS FOR THE CIVIC CENTER LOCATED AT 535 DUANE STREET.

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BOARD CHAIR DATE

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SECRETARY DATE

**Supplemental Memorandum of Understanding Between the  
Village of Glen Ellyn and the College of DuPage Related to  
Shared Construction and Architectural and Design Costs for the  
Civic Center located at 535 Duane St.**

**THIS SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING ("MOU")** is entered into this \_\_\_\_<sup>th</sup> day of December, 2017 by and between the **Village of Glen Ellyn** (the "Village") and College of DuPage ("the College"), for the purpose of sharing architecture and design costs in exchange for the Village licensing a portion of the Civic Center building located at 535 Duane Street to the College.

**WHEREAS**, the Village is a municipal corporation organized under the laws of the State of Illinois;

**WHEREAS**, the College is a body politic and corporate organized under the laws of the State of Illinois;

**WHEREAS, on July 31, 2017**, the Village and the College entered into a Memorandum of Understanding ("the July 31 Memorandum") related to sharing design and construction costs for purposes of determining the feasibility of utilizing space vacated by the Glen Ellyn Police Department and other space in the Civic Center for an Innovation and Small Business Development Center;

**WHEREAS**, the Village has been working with the College to design space on all three floors of the Civic Center and both parties have determined that the proposed reuse of certain space is feasible and meets the objectives of both the Village and the College;

**WHEREAS**, the Village and the College desire to collaborate in order to control costs and share the Civic Center facility through a license agreement or Intergovernmental Agreement;

**WHEREAS**, the Village and the College desire to enter into this Supplemental MOU to establish certain parameters and working arrangements which they agree are necessary to successfully design and construct improvements to the Civic Center.

**NOW, THEREFORE**, in consideration of the aforementioned objectives, and under the authority conferred by Article 7, § 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/3 *et seq.*, the parties hereby agree to the following terms of understanding:

**1. Design and Construction Cost Sharing:**

- a. The parties agree that each will bear its own responsibility for paying all costs related to design and construction of space in the Civic Center which it will occupy exclusively under the proposed

License Agreement.

- b. The Village has provided sufficient funds of up to \$24,000 to cover the upfront costs of design services and the College will reimburse the Village for these costs. The Village will pay for the upfront costs of final design and construction oversight services and the College will reimburse the Village for these costs associated with the renovation plans for the College-occupied space. The Village and the College will share the costs, savings, and incentives related to the design and construction of all common space to be used by both parties under the License Agreement on a proportional square-foot basis.
- c. Upon completion and approval by both parties of final design and construction plans and projected construction costs, it will be the responsibility of the Village to prepare the plans for bidding, with the cooperation of the College, and the Village shall bid the project in one complete package. The Village will pay all construction costs up front and the College shall reimburse the Village within 60 days of the receipt of each monthly invoice payment.
- d. The College will secure a bond for the full amount of the costs for completion of all construction related to its licensed areas within the Civic Center prior to the start of construction, and will provide the Village with a copy of such bond. Further, the College will submit an advance payment to the Village in the amount of ten percent (10%) of the projected costs of construction for its portion of the overall project.
- e. The College intends to proceed with construction and renovation of one or more locations within the Civic Center. Should the College be unable to determine whether to proceed, or elect not to proceed, within 60 days of the date of this MOU, it so will notify the Village in writing and this MOU will be terminated.
- f. The Village will include reasonable market competition in its procurement of construction services.
- g. Change orders, if any, that have impact on the schedule or cost of the College's portion of the project, will be reviewed by the College for reasonableness/appropriateness prior to the approval of said change orders.

**2. Miscellaneous**

- a. This MOU will continue in effect for one year or the completion of the project as agreed by the parties.
- b. The recitals (WHEREAS clauses) of this Supplemental MOU and the July 31 Memorandum are incorporated here.
- c. Whenever the concurrence or approval of the Village and the College is required, such concurrence or approval shall not be unreasonably withheld, conditioned or delayed by either party, and both parties agree to cooperate with each other to accomplish the terms and conditions of this MOU.
- d. Nothing contained in this MOU shall be construed to constitute the Village or the College as an agent, representative or employee of any of the other parties hereto. Nor shall anything contained in this MOU be construed in any manner to create any relationship between the

Village and the College other than what is expressly specified herein, and the parties shall not be considered partners or co-venturers for any purpose on account of this MOU.

- e. Any notice required to be delivered shall be deemed to have been received when the notice has been sent by certified mail, return receipt, overnight carrier, or hand delivered with signed receipt to the following addresses:

To the Village: Mark Franz, Village Manager  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, Illinois 60137

To the College: Dr. Brian W. Caputo  
Vice President for Administration  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137

**IN WITNESS WHEREOF**, the parties hereto, intending to be legally bound hereby, have executed this Agreement on this date first written above.

**VILLAGE OF GLEN ELLYN**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**COLLEGE OF DUPAGE**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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**APPROVAL OF THE FOLLOWING CLOSED SESSION MINUTES**

**(Confidential for Board only):**

**February 9, 2017**

**February 27, 2017**

**March 16, 2017**

**March 20, 2017**

**April 17, 2017**

**April 20, 2017**

**May 7, 2017**

**May 18, 2017**

**June 22, 2017**

**July 6, 2017**

**July 20, 2017**

**August 17, 2017**

**September 21, 2017 (a)**

**September 21, 2017 (b)**

**SIGNATURE PAGE**

**Approval of Listed Closed Session Minutes (Confidential for Board Only)**

**ITEM(S) ON REQUEST:**

Closed Session Minutes: February 9, 2017 – September 21, 2017 (a & b).

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Board Chair \_\_\_\_\_ Date \_\_\_\_\_

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Board Secretary \_\_\_\_\_ Date \_\_\_\_\_



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

**THURSDAY, NOVEMBER 16, 2017**

**COMMITTEE OF THE WHOLE MEETING MINUTES**  
**and**  
**SPECIAL BOARD MEETING MINUTES**

HELD ON CAMPUS IN SRC-2000, GLEN ELLYN, IL

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**COMMITTEE OF THE WHOLE MEETING MINUTES**

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

At 6:00 p.m., Vice Chairman Napolitano called to order the November 16, 2017 Committee of the Whole Meeting of the College of DuPage Board of Trustees. Vice Chairman Napolitano led the Pledge of Allegiance.

2. **OPENING ROLL CALL**

Vice Chairman Napolitano asked Secretary Fenne to call the roll.

***Present:*** Student Trustee Walker, Trustees Alan Bennett, Charles Bernstein, Christine Fenne, Dan Markwell and Frank Napolitano.

***Absent:*** Trustees Deanne Mazzochi and Joseph Wozniak.

A quorum was present.

***Also Present:*** John Kness, General Counsel; Dr. Ann Rondeau, President, staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo.)

**Please Note:**

***Trustee Joseph Wozniak arrived at 6:16 p.m.***

Vice Chairman Napolitano announced that due to business commitments, Chairman Mazzochi will not be present but would like to join the Committee of the Whole Meeting via telephone.

Vice Chairman entertained a motion that the Board of Trustees allow Chairman

Mazzochi to attend via telephone. Trustee Bennett moved and Secretary Fenne seconded the motion.

Motion passed on voice vote.

**3. PUBLIC COMMENT**  
None.

Vice Chairman Napolitano announced that the purpose of this meeting is to have a free form discussion. The Board will take no action on any items tonight. Vice Chairman Napolitano stated that he asked Judy Coates to be the facilitator this evening.

*Vice Chairman Napolitano turned the podium over to Judy Coates, Manager, Learning and Organizational Development to facilitate the evening's presentations and discussion.*

Judy Coates introduced herself and explained that her team is responsible for all training and development at the College, including in-service events. Judy Coates noted the importance of staying on topic, only one speaker at a time and to provide feedback in a constructive manner. All questions should be held until after the end of the presentation.

**4. PRESENTATION: Facility Life Cycle and Recapitalization Plan**

The purpose of this discussion is to provide context on Facility Life Cycle and Recapitalization Plan. Save your questions until after the presentation when the discussion is open. For this topic, we have allotted 20 minutes in total.

- Dr. Charles Currier, Vice President, Information Technology, Facility Operations and Construction

**Objective**

- Set state for funding discussion
- Present first draft on Facilities recapitalization planning
- Present draft capital investment projects
  - FY19 and beyond

**Operational Philosophy**

- Programs define building needs – “form follows function”
- Teaching methods and styles change
- Student needs are forefront
- Technology evolution impacts facility use and needs
- Conform to legislative and regulatory requirements
- Ongoing evaluation of operational improvement opportunities
- Minimize deferred maintenance

**Terminology**

- Operations & Maintenance (preventative)
- Investment Projects
- Recapitalization
- Deferred Maintenance

**Age of Buildings**

<b>40+ Years</b>	<b>31-40 Years</b>	<b>21-30 Years</b>	<b>11-20 Years</b>	<b>0-10 Years</b>
Berg Instructional Center (BIC)	Carol Stream Center (CSC)  Physical Education Center (PEC)  Student Resource Center (SRC)  McAninch Arts Center (MAC)	Seaton Computing Center (SCC)  Naperville Center (NC)  Westmont Center (WC)		Health Science Center (HSC)  Technical Education Center (TEC)  Culinary Hospitality Center (CHC)  SSG. Miller Education Center (HEC)  Student Services Center (SSC)  Campus Maintenance Center (CMC)  Homeland Security Training Center (HTC)  Early Childhood Center (ECC)

**Routine Operations & Maintenance Costs** (5-year average)

- Labor \$ 3.8m
- Utilities \$ 4.2m

• Maintenance Projects	\$ 2.6m
• Contractual Services, Building Rent, Insurance	<u>\$ 2.1m</u>
	\$12.7m

**Recapitalization Cost Projection** (10-year projection)

• Interiors/Finishes	\$14.8m
• Other Building Systems	\$13.8m
• Mechanical Systems	\$ 7.7m
• Building Envelope	\$ 6.6m
• Roofing	\$ 5.1m
• Parking/Paving	<u>\$ 4.9m</u>
	\$52.9m

**Potential Investment Projects** (FY19 and Beyond)

• Lab Space	\$43.2m
• West Campus Pedestrian Walkway	\$12.8m
• South-East Education Center	\$10.5m
• Other (Four Projects)	\$ 6.3m
• Advisor Office Space (Pathways)	\$ 1.5m
• Glen Ellyn Civic Center	<u>\$ 2.0m</u>
	\$76.3m

**Potential Investment Projects** (Estimate as of 11/17)

• Lab Space (per usage study)	\$43.2m
• West Campus Pedestrian Walkway	\$12.8m
• South-East Education Center	\$10.5m
• Manufacturing Lab & Center	\$ 3.4m
• Glen Ellyn Civic Center	\$ 2.0m
• Advisor Office Space (Pathways)	\$ 1.5m
• Alternate Energy	\$ 1.3m
• Art Curation	\$ 0.9m
• Field Studies	<u>\$ 0.7m</u>
	\$76.3m

**Additional Funding Requirements**

• Recapitalization	\$ 52.9m
• Potential Investment Projects	<u>\$ 76.3m</u>
	\$129.2m

**5. PRESENTATION: Fund Balance**

The purpose of this discussion is to provide context on the College's Financial Condition and Fund Balance. Save your questions until after the presentation when the discussion is open. For this topic, we have allotted 20 minutes in total.

- Dr. Brian Caputo, Vice President Administration & Treasurer

**Overview**

- Measurement Foci/Basis of Accounting
  - Current financial resources measurement focus/modified accrual basis of accounting (short-term focus)  
  
Annual Budget  
Monthly financial statements
  - Economic resources measurement focus (long-term focus)/accrual basis of accounting  
  
Comprehensive Annual Financial Report
- College's Fund Balances (and Structure)
  - 01 – Education \$173.6
  - 02 – Operations & Maintenance \$ 34.1
  - 03 – Construction \$ 20.9
  - 04 – Bond & Interest \$ 14.1
  - 05 – Auxiliary Enterprises \$ 11.0
  - 06 – Restricted Purpose \$ (1.4)
  - 07 – Working Cash \$ 8.5  
\$260.8
- Financial Ratios
  - Financial Performance
  - Revenue Structure
  - Debt Burden
  - Available Resources
- Unrestricted Fund Balance Policy Survey
  - Unrestricted Net Position  
Long-term measure of equity  
Financial reporting element
  - Fund Balance  
Short-term measure of equity  
Budgetary element  
Restrictions consider the long term
  - GFOA Fund Balance Guidelines  
Consider each government's unique circumstances  
Minimum two months of regular General Fund revenues or expenditures (17%)
- Revised Fund Balance Policy



- The College will strive to maintain an on-going unrestricted fund balance in the combined General Fund (comprised of the Education Fund and the Operation and Maintenance Fund) and Working Cash Fund in an amount equivalent to at least fifty percent (50%) of the College's total annual expenditures in the General Fund using the modified accrual basis of accounting as reflected in the previous fiscal year's uniform financial statements submitted to the ICCB.
  
- **Current Fund Balance Restrictions**
  - Future Pension Obligations \$17.0
  - Information Technology Plan \$ 5.0
  - Capital Development Board 25% Match \$ 6.3
  - Retiree OPEB Liability \$14.0
  - New Teaching & Learning Center \$33.0
  - Funded Depreciation \$16.0
  - \$91.3
  
- **Potential New Fund Balance Restrictions**
  - Information Technology Plan \$ 5.0
  - Retiree OPEB Liability \$ 12.0
  - Recapitalization Plan \$ 52.9
  - Draft Capital Plan \$ 76.3
  - \$146.2
  
- **Other Potential Claims on Fund Balance:**
  - Cost-shift of Statewide Community College Retiree OPEB Plan: \$80-\$90m
  - Implementation of Guided Pathways Model
    - Staffing
    - Facilities
    - Information Technology
  
- **Remaining Unrestricted Fund Balances**
  - Gross Potential Restrictions \$146.2
  - Less: Available Construction Fund Balance (10.0)
  - Less: Construction Student Fee Thru FY28 (12.0)
  - Net Proposed New Restrictions \$124.2
  
  - Operating Fund Balances – 6/30/17 \$216.2
  - Less: Net Proposed New Restrictions (124.2)
  - New Unrestricted Fund Balance \$ 92.0
  - FY17 General Fund Expenditures \$156.0
  - Unrestricted Percentage 59.0%

*Judy Coates turned the podium back to Vice Chairman Napolitano for the remainder of the*

*meeting.*

**6. ADJOURN COMMITTEE OF THE WHOLE**

Motion: At 7:19 p.m., Vice Chairman Napolitano entertained a motion that the Board of Trustees adjourns. Trustee Bennett moved and Student Trustee Walker seconded the motion.

Motion passed on a voice vote.

Vice Chairman Napolitano declared the November 16, 2017 Committee of the Whole Meeting adjourned.

\_\_\_\_\_  
Christine Fenne, Secretary

Dated: December 14, 2017

\_\_\_\_\_  
Frank Napolitano, Vice Chairman

## **SPECIAL BOARD MEETING MINUTES**

### **1. CALL TO ORDER / ROLL CALL**

At 7:19 p.m., Vice Chairman Napolitano called to order the November 16, 2017 Regular Board Meeting of the College of DuPage Board of Trustees.

Vice Chairman Napolitano asked Secretary Fenne to call the roll.

***Present:*** Student Trustee Walker, Trustees Alan Bennett, Charles Bernstein, Christine Fenne, Dan Markwell, Frank Napolitano and Joseph Wozniak.

***Absent:*** Trustee Deanne Mazzochi.

A quorum was present.

***Also Present:*** John Kness, General Counsel; Dr. Ann Rondeau, President, staff members, representatives of the press and visitors.

Vice Chairman Napolitano announced that due to business commitments, Chairman Mazzochi will not be present but would like to join the Regular Board Meeting via telephone.

Vice Chairman Napolitano entertained a motion that the Board of Trustees allow Chairman Mazzochi to attend via telephone. Trustee Bennett moved and Trustee Markwell seconded the motion.

Motion approved via voice vote.

#### **Vice Chairman Napolitano read the following:**

“Before we begin Public Comment, I am pleased to announce that on November 14<sup>th</sup> the College of DuPage was notified by the HLC that we were no longer on probation and are now in accredited status. I want to thank the entire college community for all their hard work especially James Benté, and under the great leadership of President Dr. Rondeau. I also want to acknowledge and say thank you to our Board Chairman Deanne Mazzochi who spear-headed the Board’s work, training and policy changes to address HLC’s concerns.”

Vice Chairman Napolitano asked Chairman Mazzochi if she would like to share her thoughts.

Chairman Mazzochi noted she is grateful to her fellow trustees who didn’t shy away from the task at hand, accepted the challenge and rose to the occasion to show that the College is better than probation. Chairman Mazzochi also stated that the HLC

Accreditation is about meeting basic foundational requirements and that the College still has critical work to do, continue pushing forward so that the College is the leader and is setting the standards moving forward. (For verbatim language see attached.)

Dr. Rondeau also thanked all for their hearts, minds and spirits in tackling this project.

Dr. Rondeau then thanked the Village of Glen Ellyn for their vote to work with the College of DuPage on Innovation DuPage.

**2. PUBLIC COMMENT**

- John Rutledge spoke regarding the success of the Buffalo Theatre Ensemble.
- Richard Jarman spoke regarding the HLC Accreditation status and the Tax Levy.
- Jackie McGrath spoke regarding the HLC Accreditation status and Pathways.

**3. INFORMATION**

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Construction Change Orders
- e. Monthly Construction Update
- f. Board Policy No. 25-76: Assignment of Credit Hours – 1<sup>st</sup> Reading

Earl Dowling gave a brief statement regarding the Employee Giving Campaign.

**4. CONSENT AGENDA**

Vice Chairman Napolitano entertained a motion to approve the Consent Agenda items as listed below. Trustee Bennett moved and Student Trustee Walker seconded the motion.

- a. 2019-2020 Academic Calendars and revised 2018-2019 Academic Calendars.
- b. \$54,528 increase in funds allocated to the previously approved one-year agreement with three 12-months extension options received from Pre-Trax, Inc. 10 Center Street, Chagrin Falls, Ohio 44022, for a total contractual expenditure as shown above not to exceed \$238,128.

- c. Fiscal Year 2019 Paramedic Hospital Training Program expenditures as follows:

Central DuPage Hospital	\$135,000
Edward Hospital	\$ 69,120
Good Samaritan Hospital	<u>\$108,000</u>
Overall Total:	\$312,120

- d. Purchase of a 2018 Three Quarter (3/4) Ton Four Wheel Drive Chevrolet

Silverado Pick-Up Truck for the Horticulture Department from the lowest responsible bidder, Advantage Chevrolet, 9510 West Joliet Road, Hodgkins, IL 60525 for the total amount of \$32,948.00.

- e. Purchase of Cinema Cameras for the Motion Picture/Television Department from the lowest responsible bidder, B & H Foto and Electronics, 420 9<sup>th</sup> Avenue, New York, NY 10001, in the amount of \$71,389.41.
- f. Purchase of Perishable food and beverages for the College of DuPage Early Childhood Center from Sysco Food Services-Chicago, Inc., 250 Wieboldt Drive, Des Plaines, IL 60016-3192, for an amount not to exceed \$36,000.00.
- g. Purchase of equipment as outline below from Riverside Technologies, Inc. (RTI), 748 N. 109<sup>th</sup> Court, Omaha, NE 68154 for the total amount of \$10,747 in accordance with the five-year partnership agreement.

	<b>Space Name</b>	<b>Type of System</b>	<b>Quantity</b>	<b>Cost</b>
A	Classrooms	Desktop 600 Mini with Touch Monitors	11	\$10,747

- h. Purchase of Janitorial Supplies as outlined below.

<b>Vendor</b>	<b>Category 1 Roll Towels</b>	<b>Category 2 Multi Fold Towels</b>	<b>Category 3 Toilet Tissue</b>	<b>Category 4 Poly Can Liners</b>
<b>Laport, Inc.</b> 2443W. 16 <sup>th</sup> Street Chicago, IL 60608	\$26,421.50	\$11,609.70	\$26,254.00	No bid
<b>Central Poly Corporation</b> 2400 Bedle Pl. Linden, NJ 07036	No Bid	No Bid	No Bid	\$28,500.00
<b>Total Expenditure: \$92,785.20</b>				

- i. Purchase of Furniture and Installation for the Health Science Center Adjunct Space Reconfiguration – Bid Rejection.
- j. Reimbursement to Dr. Ann Rondeau for expense reports submitted totaling \$783.00.
- k. One-Year Agreement for Fire Alarm Testing & Inspection Services, including four annual renewal options to Commercial Alarm Systems, 120 King Street, Elk Grove Village, IL 60007 for the total expenditure of \$114,300.
- l. Board Policy 5-26: Interactions with Vendors – 2<sup>nd</sup> Reading
- m. October 5, 2017 Special Board Meeting Minutes.

- n. October 19, 2017 Regular Board Meeting Minutes.
- o. October 26, 2017 Committee of the Whole Meeting Minutes and Special Board Meeting Minutes.
- p. Financial Reports.
- q. 2017 Tax Levy Resolution.
- r. Resolution abating the taxes heretofore levied for year 2017 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2006, General Obligation Bonds (Alternate Revenue Source), Series 2009B, and General Obligation Refunding Bonds (Alternative Revenue Source), Series 2011B, of Community College District No. 502, Counties of DuPage, Cook and Will and State of Illinois.
- s. Personnel Action Items.
- t. Reschedule December 21, 2017 Regular Meeting to December 14, 2017 Special Board Meeting.

**On roll call voting aye:** Student Trustee Walker, Trustees Bennett, Bernstein, Markwell and Wozniak, Secretary Fenne, Vice Chairman Napolitano and Chairman Mazzochi.

**On roll call voting nay:** None.

Vice Chairman Napolitano declared the motion passed.

**5. TRUSTEE DISCUSSION**

Vice Chairman Napolitano wished everyone a Happy Thanksgiving.

Trustee Bennett thanked Dr. Brian Caputo for providing requested documentation. Trustee Bennett also announced that the Academic Committee Meeting will be held on Monday, November 27, 2017 at 2:00 p.m. in SSC2200.

Chairman Mazzochi, Secretary Fenne, Charles Bernstein and Joseph Wozniak all spoke regarding the AGB Shared Governance Training they attended.

**6. CALENDAR DATES / Campus Events (Note: \*= Required Board Event)**

\*Thursday, December 14, 2017 – Special Board Meeting – SSC-2200 – 6:00 p.m.

**7. CLOSED SESSION**

None.

**8. ADJOURN**

**Motion:** At 7:46 p.m., Vice Chairman Napolitano entertained a motion that the Board

of Trustees adjourns. Trustee Bennett moved and Trustee Markwell seconded the motion.

Motion passed on a voice vote.

Vice Chairman Napolitano declared the November 16, 2017 Regular Meeting of the Board adjourned.

\_\_\_\_\_  
Christine Fenne, Secretary

Dated: December 14, 2017

\_\_\_\_\_  
Frank Napolitano, Vice Chairman



425 Fawell Blvd.  
Glen Ellyn, Illinois 60137-6599  
(630) 942-2800

[www.cod.edu](http://www.cod.edu)

Board of Trustees

Chairman Mazzochi's remarks for Chairman's Report, November 2017 Board meeting.

When we received the HLC's December 2015 letter, it was an institutional shock. But it brought some hard truths to the forefront. I am tremendously grateful for my fellow Trustees who didn't shy away from doing the hard work that we needed to do in response to that letter.

We've been talking a lot institutionally about pathways. In December 2015, we had three paths. Confront the demons; stay in denial; or play the blame game. We chose the first pathway, and that has made all the difference.

We knew we had a duty to everyone at this institution to make things right. That required tough scrutiny. Remember Jim Bente specifically asked on behalf of the Accreditation Task force, can we give some criticisms and suggestions to the Board. I said absolutely. We all heard things that we didn't want to hear. None of us are perfect. We had to examine all of our past and present practices too. Accept the challenge, do the work, and rise up to prove that we can do and were better.

Think about the love for this institution, that so many, from Dr. Rondeau to Jim Bente to the Accreditation Task force and beyond throughout this school also rose to the occasion, worked hard, and pulled it all together to get to this great result.

But let's remember that the HLC accreditation is about meeting basic foundational requirements. We still have critical work to do in that regard. But I also know that we are not here to just do the bare minimum.

So let's keep this mindset of being self-aware; of pushing forward; thinking critically even when it is hard or we don't like the answer; and ensuring we always are making honest attempts to find the truth—and get better and better in every part of our operations and academics. Because once we do that, we will be restored to our role of being the leaders who don't just follow the standards, but *set* the standards.

That truly will be a gift to our students and the larger community.

So in the spirit of Thanksgiving, I want to just say as many times as I can, thank you, thank you thank you! For your effort, your hard work, your pride, and for moving us forward towards a better future.

A round of applause for everyone, WELL DONE!





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Personnel Actions.

2. **REASON FOR CONSIDERATION**

Board Action is required to ratify and approve personnel actions.

3. **BACKGROUND INFORMATION**

- a) Ratification of Administrator Appointments
- b) Ratification of Managerial Terminations / Severance Agreements
- c) Ratification of Classified Terminations / Severance Agreements
- d) Ratification of Faculty Retirements
- e) Ratification of Managerial Retirements
- f) Ratification of Classified Retirements
- g) Ratification of FOP Retirements

4. **RECOMMENDATION**

That the Board of Trustees ratifies the Administrator Appointments, Managerial Terminations / Severance Agreements, Classified Terminations / Severance Agreements, Faculty Retirements, Managerial Retirements, Classified Retirements and FOP Retirements.

**APPOINTMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<b><u>ADMINISTRATOR</u></b>					
Scott Brady	Controller	Financial Affairs & Controller	12/30/2017	Appointment Full time	\$150,000

**TERMINATIONS / SEVERANCE AGREEMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<b><u>MANAGERIAL</u></b>					
Erin Cetera	Manager, Early Childhood Education Center	Early Childhood Center	06/01/2018	Position Elimination with Severance	4 Yrs. 5 Mos.
<b><u>CLASSIFIED</u></b>					
Lisa Bauer	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	12 Yrs. 2 Mos.
Lisa Cornelius	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	0 Yrs. 11 Mos.
Janis Ditchfield	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	10 Yrs. 11 Mos.
Kathryn Gaul	Child Care Assistant II	Early Childhood Center	06/01/2018	Position Elimination with Severance	4 Yrs. 5 Mos.

**TERMINATIONS / SEVERANCE AGREEMENTS - Continued**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>CLASSIFIED</u> - continued					
Michelle Grandaw	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	11 Yrs. 5 Mos.
Sharon Krajacic	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	0 Yrs. 11 Mos.
Anita Leonard	Child Care Assistant II	Early Childhood Center	06/01/2018	Position Elimination with Severance	7 Yrs. 10 Mos.
Barbara LoCicero	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	15 Yrs. 1 Mos.
Annelee Mascarella	Early Childhood Lead Teacher	Early Childhood Center	06/01/2018	Position Elimination with Severance	1 Yrs. 10 Mos.
Heather Meyer	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	5 Yrs. 5 Mos.
Alexandra Morales	Child Care Assistant II	Early Childhood Center	06/01/2018	Position Elimination with Severance	8 Yrs. 3 Mos.
Eileen Murray	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	1 Yrs. 11 Mos.
Mia Olson	Child Care Assistant II	Early Childhood Center	06/01/2018	Position Elimination with Severance	7 Yrs. 2 Mos.

**TERMINATIONS / SEVERANCE AGREEMENTS - Continued**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<u>CLASSIFIED</u> - continued					
Kelly Pruitt-Morrison	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	1 Yrs. 11 Mos.
Christine Santos	Child Care Assistant I	Early Childhood Center	06/01/2018	Position Elimination with Severance	4 Yrs. 9 Mos.
Susan Wilson	Child Care Assistant II	Early Childhood Center	06/01/2018	Position Elimination with Severance	9 Yrs. 11 Mos.

**RETIREMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<u>FACULTY</u>					
Martha Attiyeh	Professor, ELS	Liberal Arts	05/18/2018	Retirement	16 Yrs. 8 Mos.
Kay Gerken	Professor, OFTI	Business & Technology	05/18/2018	Retirement	18 Yrs. 8 Mos/
Terri Greenfield	Professor, English	Liberal Arts	05/18/2018	Retirement	21 Yrs. 8 Mos.
Nancy Payne	Professor, Business	Business & Technology	05/18/2018	Retirement	25 Yrs. 11 Mos.
Eva Marie Raepple	Professor, Philosophy	Liberal Arts	08/10/2018	Retirement	18 Yrs. 6 Mos.

**RETIREMENTS - Continued**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>End Date</u></b>	<b><u>Type</u></b>	<b><u>Years of Service</u></b>
<u>MANAGERIAL</u>					
Judith Thommes	Supervisor, LRC	Centers	01/31/2018	Retirement	10 Yrs. 11 Mos.
<u>CLASSIFIED</u>					
Thomas Stephenson II	Grounds Maintenance Worker II	Facilities	02/28/2018	Retirement	29 Yrs. 2 Mos.
<u>FOP</u>					
Thomas Niketopoulos	Sergeant	Police Department	05/03/2019	Retirement	26 Yrs. 4 Mos.

Board of Trustees of College of DuPage  
Administrator's Employment Contract

This agreement, entered into by and between the Board of Trustees of College of DuPage District 502, hereinafter referred to as the "Board" and **Scott Brady** hereinafter referred to as the "Administrator;"

**WITNESSETH:**

Whereas, the College's President has recommended the Administrator's appointment as **Controller** of College of DuPage and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Controller of College of DuPage from December 30, 2017 to June 30, 2018. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board Policy and the Job Description and such other related duties as are assigned from time to time by or at the direction of the President and/or the Board of Trustees, in accordance with Board Policy pertaining to Administrative Assignments.

In consideration for services rendered by the Administrator, the Board shall pay the Administrator at an annual salary of \$150,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. For the current fiscal year, your appointment begins December 30, 2017 and ends June 30, 2018. Your salary for this appointment period will be determined by pro-rating your annual salary for the time period between December 30, 2017 and June 30, 2018. The pro-rated amount is \$75,000.

2. The employee shall be entitled to all benefits provided for this Administrative position. Nothing in this Contract or any Board Policy limits the right of the Board to change or reduce any benefit(s) under this Contract or under any Board Policy during the term of this Contract.

As an employee of the College of DuPage, you will be participating in the State Universities Retirement System (SURS). Currently, employees contribute 8% of their gross compensation to SURS plus .5% of their gross compensation to SURS health insurance on a pretax basis. Employees of College of DuPage do not pay into Social Security except for the 1.45% contribution toward Medicare. If you are not a current SURS annuitant but your status changes, you are required to immediately notify the office of Human Resources. Failure to do so may result in penalties up to and including termination of employment.

3. The Administrator's employment may be terminated whenever, in the discretion of the President or designee, the Administrator has failed to meet the performance expectations set by the College. Additionally, an Administrator's employment may be terminated for cause, including but not limited to, violation of any College policy, procedure, rule or regulation or commission of any unlawful act or other inappropriate or unprofessional conduct including but not limited to:

- Willful misconduct with regard to the employer
- Refusal to perform the employee's duties or to follow the written direction of the Board or the Administration
- Commission of a crime involving dishonesty or fraud
- Abuse of alcohol or drugs
- Gross malfeasance or nonfeasance
- Insubordination and/or failure to follow directions
- Gross negligence in the performance of the employee's duties

4. The College may terminate this Contract prior to the end of the Contract term for reasons not stated in Paragraph 3, above. In the event of termination of the Contract for reasons not set forth in Paragraph 3,

above, the employee shall be eligible for a severance payment in an amount not to exceed one (1) year as provided in the Community College Act Section 3-65, as amended, or an amount not to exceed 75% of the annual base salary under this Contract, determined at the sole discretion of the College.

5. Applicable Law and Policies:
  - a. This Contract will not be construed to contradict or violate any applicable federal or state law. Any provision herein that contradicts any applicable law will be considered null and void without invalidating the remainder of this agreement.
  - b. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
  - c. Notwithstanding any current provision in Board Policy or the Administrative Procedure Manual, employee has no right to any rollover or automatic extension of this Contract for any time-period beyond the term approved by the Board. The employee understands that any right to a rollover of this Contract that might arise under Board Policy or the Administrative Procedure Manual, without specific action by the Board would be inconsistent with the Community College Act Section 3-65, as amended.
6. This agreement shall not be effective unless approved by the Board of Trustees in accordance with the Community College Act Section 3-65, as amended, and executed by the Administrator. The Administrator must return the executed agreement to the Human Resources Department within ten (10) days of its approval by the Board of Trustees.

Dated and returned this \_\_\_\_\_ day of \_\_\_\_\_ 2017 by:

\_\_\_\_\_  
Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on December 14, 2017

On the behalf of the Board of Trustees,  
College of DuPage Community College District #502,  
Counties of DuPage, Cook and Will,  
State of Illinois

\_\_\_\_\_  
President





**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Financial Reports: Treasurer's Report, Payroll Report, Accounts Payable Report, All Disbursements Excluding Payroll, and Budget Transfer Report.

2. **REASON FOR CONSIDERATION**

Regarding orders and bills consistent with Section 3-27 of the Illinois Public Community College Act, Policy 10-65 requires that checks for items not previously approved by the Board shall require individual approval by the Board of Trustees for amounts of \$15,000 or over. We have listed all items for the month, including those over \$15,000, which will include the small subset of items over \$15,000 which is consistent with Section 3-27 of the Illinois Public Community College Act and not previously approved by the Board.

3. **BACKGROUND INFORMATION**

- (a) Treasurer's Report – The Treasurer's Report goes to the Board for approval every month except July. The Treasurer's Report includes the receipts and disbursements for each month on strictly a cash basis.
- (b) Payroll Report – This report includes disbursements from accounts payable related to Payroll items including taxes, SURS and benefits greater than \$15,000. This report is presented to the Board for approval each month.
- (c) Accounts Payable Report – This report includes all Accounts Payable disbursements greater than \$15,000 excluding payroll items included in the Payroll Report. This report is presented to the Board for approval each month.
- (d) All Disbursements Excluding Payroll – This report includes all disbursements for the month excluding personal payroll disbursements.

- (e) Budget Transfer Report – This report is presented to the Board for approval on a monthly basis. The budget transfer report lists the funds, descriptions, amounts and reasons for the budget transfer.
- (f) Legal, Professional, and Search Fees - Request approval for payment of Legal Fees, Professional Fees and Search Fees. This report is presented to the Board for approval each month.
- (g) Travel Expense/Requests- Estimated travel expenses that exceed the maximum allowable rates set forth in Exhibit A of Administrative Procedure 10-190, or total estimated travel expenses that exceed \$5,000 or \$15,000 for group travel, must be approved by the Board by roll call vote at an open meeting. If estimated travel expenses are below the maximum allowable rates but actually incurred expenses end up exceeding the maximum allowable rates, the expenses must be approved by the Board by roll call vote at an open meeting prior to reimbursement. This report is presented to the Board for approval each month.

4. RECOMMENDATION

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

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer  
Scott Brady, Interim Controller

**BOARD APPROVAL**

**SIGNATURE PAGE**

**FINANCIAL REPORTS**

**ITEM(S) ON REQUEST**

THAT THE BOARD OF TRUSTEES APPROVES THE FINANCIAL REPORTS FOR THE PERIOD ENDED  
NOVEMBER 30, 2017.

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BOARD CHAIR

DATE

---

SECRETARY

DATE

College of Dupage  
Community College District No. 502  
Treasurer's Report as of 11/30/17

**Chase Concentration and Credit Card Accounts**

Beginning Balance	\$	12,469,143
Current Activity		
Cash Receipts		7,030,061
Cash Disbursements		(12,407,668)
Wire Transfers/Bank Charges/Voids		9,885,820
Payroll		(6,269,150)
Total Monthly Activity		(1,760,937)
Ending Balance	\$	10,708,206

**Cash**

Chase Concentration Account	\$	9,096,929
Chase Credit Card Account		1,611,277
Total Cash	\$	10,708,206

**Disbursement Summary**

Invoices less than \$15,000		
Checks - Vendors	\$	651,103
Echecks - Vendors		750,562
ACH transfers - Vendors		3,821
Wire transfers - Vendors		12,849
Sub-total Vendors	\$	1,418,335

Checks - Employees	\$	18,673
Echecks - Employees		95,913
Sub-total Employees	\$	114,586

Checks - Student Refunds	\$	589,521
E-commerce - Student Refunds		768,811
Sub-total Students	\$	1,358,332

Total invoices less than \$15,000	\$	2,891,253
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% Electronic 56.44%

**Invoices \$15,000 or more**

Checks - Vendors	\$	1,650,910
Echecks - Vendors		2,414,594
ACH transfers - Vendors		1,432,208
Wire transfers - Vendors		4,018,703
Total invoices \$15,000 or more	\$	9,516,415

% Electronic 82.7%

Total Cash Disbursements	\$	12,407,668
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**Invoices \$15,000 or more**

Payroll Related	\$	2,573,271
Accounts Payable Related		6,943,145
Total Invoices \$15,000 or more	\$	9,516,415

College of DuPage  
Community College District No. 502  
PAYROLL REPORT  
CASH DISBURSEMENTS GREATER THAN \$15,000

**Payroll - NOVEMBER 2017**

	Gross	Net
Direct Deposits	\$9,084,911.58	\$6,103,860.21
Checks	\$222,126.71	\$165,290.23
Total Payroll	\$9,307,038.29	\$6,269,150.44
% Electronic		97.4%

Payroll Related Disbursements: Withholdings and Taxes  
Grand Total Payroll Disbursements

**Payroll Disbursements - November 2017**

CHECK NUMBER	CHECK DATE	PAYEE NAME	DESCRIPTION	AMOUNT
IM*A622	11/17/17	Department of Treasury	Withholding Tax - Federal 11/10/17 Payroll	\$555,175.03
IM*A626	11/30/17	Department of Treasury	Withholding Tax - Federal 11/22/17 Payroll	\$553,003.86
IM*E0063926	11/10/17	DuPage Credit Union	Credit Union - PR Deduction 11/10/17	\$28,958.89
IM*E0064090	11/20/17	DuPage Credit Union	Credit Union - PR Deduction 11/22/17	\$29,278.89
IM*0228648	11/20/17	IDES-Magnetic Media Unit	Withholding Tax - State 11/22/17 Payroll	\$189,027.84
IM*A623	11/17/17	IDES-Magnetic Media Unit	Withholding Tax - State 11/10/17 Payroll	\$190,365.11
IM*0228064	11/10/17	SURS-State University Retirement System	Employee Retirement Contributions - 11/10/17 Payroll	\$378,905.58
IM*E0064091	11/20/17	SURS-State University Retirement System	Employee Retirement Contributions - 11/22/17 Payroll	\$381,736.32
IM*E0063928	11/10/17	Valic Retirement Services	Annuities - 11/10/17 Payroll	\$131,828.74
IM*E0064092	11/20/17	Valic Retirement Services	Annuities - 11/22/17 Payroll	\$134,990.34
<b>TOTAL</b>				<b>\$2,573,270.60</b>

College of DuPage  
Community College District No. 502  
**ACCOUNTS PAYABLE REPORT**  
**CASH DISBURSEMENTS GREATER THAN \$15,000**  
**November 2017 Disbursements**

## Accounts Payable Disbursements - November 2017

## CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017 FOR INVOICES GREATER THAN \$15,000

CHECK NUMBER	CHECK DATE	PAYEE NAME	DESCRIPTION	AMOUNT
IM*W500	11/27/17	Amalgamated Bank of Chicago	Bond Interest	\$4,018,702.50
IM*E0064291	11/30/17	ARS Viva Orchestra	Other Contractual Services Expense	\$15,836.19
IM*E0063930	11/13/17	Cambridge University Press	Instructional Supplies	\$27,078.85
IM*E0064179	11/21/17	Carol Fox & Associates	Advertising Expense	\$16,250.00
IM*0227905	11/03/17	CliftonLarsonAllen LLP	Audit Services Expense	\$34,950.00
IM*E0063924	11/10/17	College of Dupage Faculty Assoc	Professional Dues	\$27,172.70
IM*E0064089	11/20/17	College of Dupage Faculty Assoc	Professional Dues	\$27,172.70
IM*E0063925	11/10/17	College of Dupage-CODAA	Professional Dues	\$36,245.81
IM*0228627	11/16/17	Commonwealth Edison-Carol Stream	Electricity Expense	\$75,817.61
IM*0228628	11/16/17	Commonwealth Edison-Carol Stream	Electricity Expense	\$74,823.87
IM*E0064082	11/16/17	Community College Health Consortium	Medical HD Premium - October 2017	\$1,144,126.51
IM*E0063919	11/09/17	Corporate Lakes Property	Rental Facility	\$16,523.06
IM*0228625	11/16/17	Delta Dental of Illinois	Dental PPO Premium October 2017	\$43,471.67
IM*A622	11/17/17	Dept of Treasury	Withholding Tax - Federal	\$67,829.20
IM*A626	11/30/17	Dept of Treasury	Withholding Tax - Federal	\$65,835.05
IM*0228629	11/16/17	Dynegy Energy Services, LLC	Electricity Expense	\$150,599.70
IM*E0064178	11/21/17	Edward Hospital & Health Services	Instructional Service Contracts	\$15,120.00
IM*E0063767	11/02/17	Good Samaritan EMSS - Paramedic Prog	Instructional Service Contracts	\$25,920.00
IM*0227900	11/02/17	Integration Partners	IT Maintenance Services	\$249,851.57
IM*0227901	11/02/17	Kiesler's Police Supply, Inc.	Inventory	\$136,641.52
IM*E0063768	11/02/17	NCR Local Chicago	Equipment - Instructional	\$24,492.77
IM*E0064021	11/15/17	Nicor Enerchange	Gas Expense	\$39,151.90
IM*0228065	11/13/17	Pace Systems, Inc.	Equipment - Instructional	\$49,758.00
IM*0227930	11/07/17	Postmaster - Glen Ellyn	USPS Prepaid	\$49,000.00
IM*E0064176	11/21/17	Rathje & Woodward, LLC	Legal Services Expense	\$21,425.88
IM*0228626	11/16/17	Reliance Standard Life Insurance Company	Life Insurance Premium October 2017	\$44,332.01
IM*E0063721	11/01/17	Riverside Technologies, Inc.	Non-Capital equipment	\$17,804.00
IM*E0064180	11/21/17	Riverside Technologies, Inc.	Equipment - Instructional	\$19,793.28
IM*E0064080	11/16/17	Savlon Glover	Other Contractual Services Expense	\$24,000.00
IM*E0064177	11/21/17	Schuyler Roche & Crisham PC	Legal Services Expense	\$16,119.20
IM*0227902	11/02/17	Scott Laboratory Solutions, LLC	Building Remodeling Expense	\$70,114.00
IM*0229133	11/22/17	SHI International Corp	Other supplies	\$23,355.15
IM*E0063920	11/09/17	Sodexo	Other Conference & Meeting Expense	\$17,084.26
IM*0228064	11/10/17	SURS-State University Retirement System	Employee Retirement Contributions	\$17,077.62
IM*E0064091	11/20/17	SURS-State University Retirement System	Employee Retirement Contributions	\$15,421.64
IM*0227929	11/06/17	Texassee Touring Inc	Other Contractual Services Expense	\$15,000.00
IM*E0064023	11/15/17	Village of Glen Ellyn, Illinois	Water - Sewage Expense	\$60,642.58
IM*E0064083	11/16/17	Vision Service Plan - (IV)	Vision Signature Prem October 2017	\$15,445.89
IM*E0063766	11/02/17	Westlake Reed Leskosky	Architectural Services Expense	\$34,250.54
IM*0228066	11/13/17	Xerox Corporation	Rental - Equipment	\$48,183.87
IM*E0063722	11/01/17	Zehnder Communications, Inc.	Advertising Expense	\$16,269.47
IM*E0063931	11/13/17	Zehnder Communications, Inc.	Advertising Expense	\$34,653.93
<b>TOTAL</b>				<b>\$6,943,144.50</b>

## Purchases for approval to be paid in December 2017

KREUGER INTERNATIONAL	Lounge Chairs	\$20,875.62
BARBIZON LIGHT OF NEW ENGLAND, INC	Energy Efficient LED Fixture Package	\$22,921.25
EDWARD DON & COMPANY	Cooler/Freezer Installation	\$15,309.39
JA MANUFACTURING, LLC	Touchscreen Controller	\$18,854.00
KNOWBE4, INC	PC Security Awareness Training Software Subscription	\$24,379.25
CONCEPT SERVICES	Automatic Espresso Machine and Supplies	\$17,380.00
GRAND STAGE LIGHTING	Playhouse Overhead LED Stage Lighting Upgrade	\$24,480.00
SODEXO, INC & AFFILIATES	Food service for various events	\$17,690.84
<b>TOTAL</b>		<b>\$161,890.35</b>

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH-NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.

[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)

Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	4 All Promos	11/08/17	IM*E0063778	\$ 1,245.58	Advertising Expense
Invoice <\$15,000	4IMPRINT, Inc.	11/29/17	IM*E0064184	\$ 380.27	Instructional Supplies
Invoice <\$15,000	4IMPRINT, Inc.	11/01/17	IM*E0063658	\$ 896.13	Other Conference & Meeting Expense
Invoice <\$15,000	A Moon Jump 4U Inc.	11/15/17	IM*E0063936	\$ 11,121.00	Other Contractual Services Expense
Invoice <\$15,000	A.D.R. Bulb, Inc.	11/15/17	IM*0228145	\$ 2,407.00	Maintenance Supplies
Invoice <\$15,000	A.F.M. & E.P. Fund	11/15/17	IM*0228146	\$ 1,028.82	Other Contractual Services Expense
Employee Reimb	Aaron Hanwig	11/16/17	IM*E0064046	\$ 327.56	Tuition Reimbursement-Classified
Invoice <\$15,000	ABC-CLIO, Inc.	11/15/17	IM*0228147	\$ 410.39	Books and Binding Costs
Invoice <\$15,000	Accurate Document Destruction, Inc.	11/15/17	IM*0228148	\$ 453.46	Refuse Disposal Expense
Invoice <\$15,000	Accurate Printing Repair	11/21/17	IM*E0064098	\$ 190.00	Maintenance Services Expense
Invoice <\$15,000	Ace Delivery Service, Inc.	11/01/17	IM*E0063660	\$ 112.26	Other Contractual Services Expense
Invoice <\$15,000	Ace Graphics	11/29/17	IM*E0064185	\$ 910.00	Printing Expense
Invoice <\$15,000	ACT, Inc.	11/15/17	IM*E0063937	\$ 384.00	Instructional Service Contracts
Invoice <\$15,000	ACT, Inc.	11/01/17	IM*E0063661	\$ 184.00	Instructional Service Contracts
Invoice <\$15,000	Addison School Dist #4	11/15/17	IM*0228150	\$ 2,700.00	Rental Facility
Employee Reimb	Adela Meltz	11/09/17	IM*E0063902	\$ 330.36	Other Conference & Meeting Expense
Invoice <\$15,000	Adolph Kiefer and Associates, LLC	11/15/17	IM*0228151	\$ 210.67	Other Materials & Supplies Expense
Invoice <\$15,000	Advance Auto Parts	11/15/17	IM*0228152	\$ 900.38	Purchase for Resale
Invoice <\$15,000	Advanced Wiring Solutions, Inc.	11/08/17	IM*E0063779	\$ 1,957.50	IT Maintenance Services
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228158	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228157	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228156	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228155	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228154	\$ 180.00	Instructional Service Contracts
Invoice <\$15,000	Advocata Good Samaritan	11/15/17	IM*0228153	\$ 50.00	Instructional Service Contracts
Invoice <\$15,000	Aequus, Inc.	11/15/17	IM*0228159	\$ 3,000.00	Consultants Expense
Invoice <\$15,000	Affiliated Steam Equipment	11/29/17	IM*E0064186	\$ 175.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Affordable Auto Parts	11/29/17	IM*E0064187	\$ 180.00	Maintenance Services Expense
Invoice <\$15,000	After Hours Pizza Llc	11/15/17	IM*0228160	\$ 213.00	Conference/Meeting Expense - Local
Invoice <\$15,000	AICPA-North Carolina	11/15/17	IM*0228162	\$ 171.33	Books and Binding Costs
Invoice <\$15,000	Airgas, Inc.	11/15/17	IM*0228163	\$ 416.35	Instructional Supplies
Invoice <\$15,000	Al Warren Oil Company, Inc.	11/15/17	IM*0228164	\$ 2,929.65	Vehicle Supplies
Invoice <\$15,000	Alejandra Hernandez	11/15/17	IM*0228317	\$ 50.00	Conference/Meeting Expense - Local
Employee Reimb	Alexander Bolyanz	11/02/17	IM*E0063725	\$ 123.05	Mileage In District / In State
Invoice <\$15,000	Alibris	11/15/17	IM*0228165	\$ 153.76	Books and Binding Costs
Invoice <\$15,000	All Occasions Balloons	11/15/17	IM*0228166	\$ 1,117.00	Conference/Meeting Expense - Local
Invoice <\$15,000	All Tech Energy, Inc.	11/01/17	IM*E0063662	\$ 4,775.00	Other Contractual Services Expense
Invoice <\$15,000	Alldata	11/15/17	IM*0228168	\$ 780.00	Publications
Invoice <\$15,000	Alliance Paper and Food Service Inc.	11/15/17	IM*0228170	\$ 498.81	Purchase for Resale
Invoice <\$15,000	Alliance Paper and Food Service Inc.	11/15/17	IM*0228169	\$ 126.58	Instructional Supplies
Invoice <\$15,000	Allied Electronics	11/15/17	IM*0228171	\$ 62.23	Maintenance Services Expense
Invoice <\$15,000	ALOA Security Professionals Assn. Inc.	11/15/17	IM*0228172	\$ 242.00	Dues - Classified
Invoice <\$15,000	Alpha Media, LLC	11/29/17	IM*E0064188	\$ 1,760.00	Advertising Expense
Invoice <\$15,000	Alpha Media, LLC	11/21/17	IM*E0064099	\$ 1,265.00	Advertising Expense
Invoice <\$15,000	Alpine Kins Equipment Llc	11/08/17	IM*E0063780	\$ 50.52	Maintenance Services Expense
Invoice <\$15,000	Also, Inc.	11/15/17	IM*0228174	\$ 2,710.72	Instructional Supplies
Employee Reimb	Alyssa Pasquale	11/09/17	IM*E0063907	\$ 122.40	Instructional Supplies
Employee Reimb	Alyssa Pasquale	11/02/17	IM*E0063755	\$ 100.15	Instructional Supplies
Invoice <\$15,000	Alyssa Wilkins	11/15/17	IM*0228563	\$ 300.00	Consultants Expense
Invoice <\$15,000	Amadeus Hospitality Americas Inc.	11/08/17	IM*E0063781	\$ 370.00	Computer Software
Invoice <\$15,000	Amalgamated Bank of Chicago	11/27/17	IM*W500	\$ 4,018,702.50	Bond Interest
Employee Reimb	Amanda Noel	11/30/17	IM*E0064287	\$ 199.99	Tuition Reimbursement-CODA
Invoice <\$15,000	Amazon.com, LLC	11/15/17	IM*0228176	\$ 6,614.15	Books and Binding Costs
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228179	\$ 453.47	Instructional Supplies
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228178	\$ 407.94	Non-Capital equipment
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228177	\$ 1,276.24	Non-Capital equipment
Invoice <\$15,000	American Library Association - CHOICE Magazine	11/15/17	IM*0228180	\$ 58.00	Books and Binding Costs
Invoice <\$15,000	American Technical Publishers	11/21/17	IM*E0064100	\$ 385.20	Books and Binding Costs
Employee Reimb	Ami Chambers	11/16/17	IM*E0064032	\$ 238.60	Conference/Meeting Expense - Local
Employee Reimb	Amy Calhoun	11/09/17	IM*E0063668	\$ 44.82	Conference/Meeting Expense - Local
Employee Reimb	Amy Hull	11/30/17	IM*E0064271	\$ 9.49	Instructional Supplies
Invoice <\$15,000	Anderson Lock Co. Ltd	11/15/17	IM*E0063938	\$ 36.00	Instructional Supplies
Invoice <\$15,000	Andi Kaca	11/15/17	IM*0228353	\$ 120.00	Consultants Expense
Invoice <\$15,000	Andi Kaca	11/15/17	IM*0228352	\$ 120.00	Consultants Expense
Employee Reimb	Andrea Polites	11/21/17	IM*E0064167	\$ 1,337.39	Travel - Out of State
Employee Reimb	Andrea Polites	11/16/17	IM*E0064062	\$ 94.58	Conference/Meeting Expense - Local
Invoice <\$15,000	Andrew Broere	11/15/17	IM*0228215	\$ 120.00	Consultants Expense
Invoice <\$15,000	Andrew Uram	11/15/17	IM*0228542	\$ 25.00	Locker Deposits Payable
Invoice <\$15,000	Angel Price	11/08/17	IM*E0063775	\$ 1,200.00	Other Contractual Services Expense
Employee Reimb	Angela Nacovic	11/30/17	IM*E0064286	\$ 7.49	Mileage In District / In State
Employee Reimb	Angela Nacovic	11/09/17	IM*E0063905	\$ 8.56	Mileage In District / In State
Employee Reimb	Angelica Nance	11/21/17	IM*E0064164	\$ 208.07	Mileage In District / In State
Invoice <\$15,000	Anita Dickson	11/15/17	IM*0228259	\$ 2,339.70	Unclaimed Property Liability
Employee Reimb	Ann Rondeau	11/30/17	IM*E0064289	\$ 783.00	Conference/Meeting Expense - Local
Employee Reimb	Ann Rondeau	11/02/17	IM*E0063756	\$ 396.00	Conference/Meeting Expense - Local
Employee Reimb	Anna Campbell	11/30/17	IM*E0064256	\$ 85.00	Tuition Reimbursement-Faculty
Employee Reimb	Anna Marzullo	11/09/17	IM*E0063898	\$ 52.97	Mileage In District / In State
Invoice <\$15,000	Anthony Frigo	11/15/17	IM*0228293	\$ 120.00	Consultants Expense
Invoice <\$15,000	Anthony Osar	11/29/17	IM*E0064182	\$ 1,546.00	Other Contractual Services Expense
Invoice <\$15,000	APCA	11/15/17	IM*E0063939	\$ 1,603.00	Mileage Out of District/Out of State
Invoice <\$15,000	Aperian Global, Inc.	11/20/17	IM*W498	\$ 1,700.00	International Travel - Field Studies
Invoice <\$15,000	Apple Computer	11/08/17	IM*E0063782	\$ 474.00	Office Supplies
Invoice <\$15,000	Applesseed Recordings	11/15/17	IM*0228181	\$ 85.00	Advertising Expense
Invoice <\$15,000	Aqua Pure Enterprises, Inc.	11/15/17	IM*E0063940	\$ 879.46	Maintenance Services Expense
Invoice <\$15,000	Aqua Pure Enterprises, Inc.	11/08/17	IM*E0063783	\$ 912.46	Maintenance Services Expense
Invoice <\$15,000	Aramark Uniform Services	11/15/17	IM*0228182	\$ 889.28	Instructional Service Contracts
Invoice <\$15,000	Arkadiusz Pugaczewicz	11/15/17	IM*0228473	\$ 120.00	Consultants Expense
Invoice <\$15,000	Arind Kodu	11/15/17	IM*0228361	\$ 280.00	Consultants Expense
Invoice <\$15,000	Arnell Steel Supply Company	11/15/17	IM*0228183	\$ 8,975.22	Instructional Supplies
Invoice <\$15,000	Around the Town Entertainment	11/15/17	IM*0228184	\$ 925.00	Other Contractual Services Expense



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice >\$15,000	ARS Viva Orchestra	11/30/17	IM*E0064291	\$ 15,836.19	Other Contractual Services Expense
Invoice <\$15,000	Arlyom Anusamyam	11/15/17	IM*0228185	\$ 160.00	Consultants Expense
Invoice <\$15,000	ASCAP	11/15/17	IM*0228186	\$ 4,912.20	Other Contractual Services Expense
Invoice <\$15,000	Ascend Learning Holdings, LLC	11/15/17	IM*0228187	\$ 143.03	Books and Binding Costs
Invoice <\$15,000	Assoc. of Il. Music Schools (AIMS)	11/15/17	IM*0228188	\$ 45.00	Consultants Expense
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	11/15/17	IM*E0063941	\$ 14,300.00	Equipment - Service
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	11/08/17	IM*E0063784	\$ 439.04	Maintenance Services Expense
Invoice <\$15,000	AT&T - Carol Stream	11/15/17	IM*0228191	\$ 3,925.26	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	11/15/17	IM*0228190	\$ 761.11	Telephone Expense
Invoice <\$15,000	AT&T Corporation	11/15/17	IM*0228189	\$ 24.84	Telephone Expense
Invoice <\$15,000	AT&T Mobility	11/15/17	IM*0228192	\$ 787.01	Other Contractual Services Expense
Invoice <\$15,000	Athletico - Oak Brook	11/08/17	IM*E0063785	\$ 10,178.89	Other Contractual Services Expense
Invoice <\$15,000	Auntie Vee's, Inc.	11/01/17	IM*E0063663	\$ 188.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Automatic Doors Inc.	11/15/17	IM*0228193	\$ 465.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Automation Direct	11/29/17	IM*E0064189	\$ 1,328.10	Instructional Supplies
Invoice <\$15,000	Automation Direct	11/21/17	IM*E0064102	\$ 5,134.04	Equipment - Instructional
Invoice <\$15,000	Automotive Electronics Service	11/08/17	IM*E0063786	\$ 2,431.57	Instructional Supplies
Invoice <\$15,000	Avqute.com, Inc.	11/15/17	IM*0228194	\$ 4,680.90	Conference/Meeting Expense - Local
Invoice <\$15,000	A-Ware Software	11/01/17	IM*E0063659	\$ 1,000.00	Maintenance Services Expense
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/29/17	IM*E0064190	\$ 9,777.18	Equipment - Instructional
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/21/17	IM*E0064103	\$ 503.10	Non-Capital equipment
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/15/17	IM*E0063942	\$ 2,513.48	Non-Capital equipment
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/08/17	IM*E0063787	\$ 824.49	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/01/17	IM*E0063664	\$ 3,809.09	Audio/Visual Materials
Invoice <\$15,000	Baker & Taylor Books	11/15/17	IM*0228197	\$ 226.27	Books and Binding Costs
Invoice <\$15,000	Banc Certified Merchant Services	11/15/17	IM*0228198	\$ 96.00	Other Contractual Services Expense
Invoice <\$15,000	Banc Certified Merchant Services, LLC	11/15/17	IM*E0063943	\$ 420.00	Other supplies
Invoice <\$15,000	Banksupply, Inc.	11/15/17	IM*0228199	\$ 806.50	Instructional Supplies
Employee Reimb	Barbara Abramitis	11/21/17	IM*E0064138	\$ 864.90	Travel - Out of State
Employee Reimb	Barbara Anderson	11/30/17	IM*E0064253	\$ 79.00	Dues - Faculty
Employee Reimb	Barbara Anderson	11/21/17	IM*E0064139	\$ 50.00	Dues - Faculty
Employee Reimb	Barbara Coe	11/30/17	IM*E0064259	\$ 20.00	Dues - Faculty
Employee Reimb	Barbara Coe	11/09/17	IM*E0063871	\$ 122.82	Dues - Faculty
Employee Reimb	Barbara DiMonte	11/16/17	IM*E0064037	\$ 80.12	Other Conference & Meeting Expense
Employee Reimb	Barbara DiMonte	11/09/17	IM*E0063874	\$ 547.11	Other Conference & Meeting Expense
Invoice <\$15,000	Barbizon Light of New England, Inc.	11/15/17	IM*0228200	\$ 348.00	Audio/Visual Materials
Invoice <\$15,000	Barnes & Noble Booksellers Inc.	11/08/17	IM*E0063788	\$ 123.12	Books and Binding Costs
Invoice <\$15,000	Barone's of Glen Ellyn, Inc.	11/15/17	IM*0228201	\$ 320.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Batteries Plus-Glen Ellyn	11/29/17	IM*E0064191	\$ 101.74	Other Materials & Supplies Expense
Invoice <\$15,000	Batteries Plus-Glen Ellyn	11/21/17	IM*E0064104	\$ 257.04	IT Maintenance Services
Invoice <\$15,000	Bay Marketing Group, Inc.	11/08/17	IM*E0063789	\$ 32.07	Other Materials & Supplies Expense
Invoice <\$15,000	Bayfin Artists Mgmt Inc.	11/06/17	IM*0227923	\$ 1,800.00	Other Contractual Services Expense
Invoice <\$15,000	Beeyoo Properties LLC	11/15/17	IM*0228202	\$ 215.00	Conference/Meeting Expense - Local
Employee Reimb	Belinda Tijerina	11/16/17	IM*0228614	\$ 269.17	Other Conference & Meeting Expense
Invoice <\$15,000	Benco Dental Co.	11/15/17	IM*0228203	\$ 712.02	Instructional Supplies
Employee Reimb	Benjamin Johnson	11/09/17	IM*E0063888	\$ 143.46	Other supplies
Invoice <\$15,000	Benjamin Nadel	11/06/17	IM*E0063772	\$ 1,155.00	Other Contractual Services Expense
Invoice <\$15,000	Better Engineering	11/15/17	IM*0228205	\$ 1,138.96	Maintenance Supplies
Invoice <\$15,000	Billy Boy's Blue Berry Farm	11/15/17	IM*0228206	\$ 14.40	Unclaimed Property Liability
Invoice <\$15,000	Bimby's Beverage Depot	11/15/17	IM*E0063944	\$ 78.93	Instructional Supplies
Invoice <\$15,000	Bio-Rad Laboratories, Inc.	11/15/17	IM*0228207	\$ 34.92	Instructional Supplies
Invoice <\$15,000	Bio-Tron, Inc.	11/01/17	IM*E0063665	\$ 2,334.00	Instructional Supplies
Invoice <\$15,000	Blitt and Gaines, PC	11/20/17	IM*0228632	\$ 345.11	Wage Assignments
Invoice <\$15,000	Blitt and Gaines, PC	11/10/17	IM*0228047	\$ 345.11	Wage Assignments
Invoice <\$15,000	Blooming Color Inc.	11/15/17	IM*0228210	\$ 2,360.00	Printing Expense
Invoice <\$15,000	Bloomington Chamber of	11/15/17	IM*E0063945	\$ 25.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Board of Trustees Illinois	11/15/17	IM*E0063946	\$ 75.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Boiler Equipment Co.	11/29/17	IM*E0064192	\$ 756.89	Maintenance Supplies
Employee Reimb	Bonnie Loder	11/16/17	IM*0228590	\$ 165.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Boris Vukovic	11/15/17	IM*0228553	\$ 120.00	Consultants Expense
Invoice <\$15,000	Breakout, Inc.	11/15/17	IM*0228211	\$ 125.00	Instructional Supplies
Invoice <\$15,000	Breakthru Beverage Illinois, LLC	11/06/17	IM*0227924	\$ 960.00	Purchase for Resale
Invoice <\$15,000	Brett Kramer	11/15/17	IM*0228364	\$ 240.00	Instructional Service Contracts
Employee Reimb	Brian Brems	11/16/17	IM*E0064029	\$ 772.27	Travel - Out of State
Invoice <\$15,000	Brian Charette	11/08/17	IM*E0063770	\$ 400.00	Other Contractual Services Expense
Employee Reimb	Brian Clement	11/16/17	IM*E0064034	\$ 22.12	Instructional Supplies
Employee Reimb	Brian Clement	11/09/17	IM*E0063870	\$ 93.96	Travel - Out of State
Invoice <\$15,000	Brick Wall Inc.	11/15/17	IM*0228212	\$ 743.15	Instructional Supplies
Invoice <\$15,000	Britt USA, Inc.	11/15/17	IM*0228213	\$ 120.75	Books and Binding Costs
Invoice <\$15,000	Brink's, Inc.	11/15/17	IM*0228214	\$ 99.90	Financial Charges & Adjustments
Invoice <\$15,000	Broadway in Chicago	11/06/17	IM*0227925	\$ 13,800.00	Purchase for Resale
Invoice <\$15,000	Brookdale Community College	11/15/17	IM*0228216	\$ 9,895.00	International Travel - Field Studies
Invoice <\$15,000	Brooklyn to Bronville, LLC	11/09/17	IM*E0063790	\$ 8,823.00	Equipment - Office
Invoice <\$15,000	Brownells, Inc	11/02/17	IM*0227903	\$ 7.97	Instructional Supplies
Invoice <\$15,000	Brucker Co.	11/15/17	IM*0228218	\$ 920.00	Maintenance Supplies
Invoice <\$15,000	Bryan Norwood	11/15/17	IM*0228434	\$ 240.00	Consultants Expense
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/21/17	IM*E0064105	\$ 469.62	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/15/17	IM*E0063947	\$ 619.75	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/06/17	IM*E0063791	\$ 13,687.07	Other Materials & Supplies Expense
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/01/17	IM*E0063666	\$ 5,303.05	Art Center Deposit Liability
Invoice <\$15,000	Bulkama's Ace Hardware - Wheaton	11/15/17	IM*0228220	\$ 171.77	Other supplies
Invoice <\$15,000	Bumper to Bumper	11/15/17	IM*0228221	\$ 4,808.08	Purchase for Resale
Invoice <\$15,000	BWM Global, Inc.	11/15/17	IM*E0063948	\$ 937.50	Instructional Supplies
Invoice <\$15,000	Cairs	11/15/17	IM*E0063949	\$ 9,218.25	Consultants Expense
Invoice <\$15,000	Cambridge Educational	11/15/17	IM*0228224	\$ 904.34	Instructional Supplies
Invoice >\$15,000	Cambridge University Press	11/13/17	IM*E0063930	\$ 27,078.65	Instructional Supplies
Invoice <\$15,000	Campagna-Turano Bakery, Inc.	11/15/17	IM*0228225	\$ 710.25	Instructional Supplies
Invoice <\$15,000	Car Reflections	11/15/17	IM*0228372	\$ 595.00	Non-Capital equipment
Invoice >\$15,000	Carol Fox & Associates	11/21/17	IM*E0064179	\$ 16,250.00	Advertising Expense
Invoice <\$15,000	Carol Fox & Associates	11/21/17	IM*E0064106	\$ 3,327.81	Advertising Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 592  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Carol Giegerich	11/16/17	IM*E0064044	\$ 334.00	Dues - Faculty
Invoice <\$15,000	Carolina Academic Press, Llc	11/15/17	IM*0228227	\$ 59.50	Books and Binding Costs
Invoice <\$15,000	Carolina Biological	11/29/17	IM*E0064193	\$ 153.82	Instructional Supplies
Invoice <\$15,000	Carolina Biological	11/08/17	IM*E0063792	\$ 90.15	Instructional Supplies
Invoice <\$15,000	Carolina Biological	11/01/17	IM*E0063667	\$ 103.32	Instructional Supplies
Invoice <\$15,000	Caroline Stauber	11/15/17	IM*0228515	\$ 200.00	Consultants Expense
Invoice <\$15,000	Cassidy Tire Company	11/15/17	IM*E0063950	\$ 272.56	Maintenance Supplies
Employee Reimb	Cathleen Kaye	11/30/17	IM*E0064275	\$ 17.12	Mileage In District / In State
Employee Reimb	Cathleen Kaye	11/09/17	IM*E0063890	\$ 64.37	Mileage In District / In State
Invoice <\$15,000	Cayetano Silva	11/15/17	IM*0228505	\$ 120.00	Consultants Expense
Employee Reimb	Cedric Camel	11/16/17	IM*E0064031	\$ 41.26	Mileage In District / In State
Employee Reimb	Cedric Camel	11/02/17	IM*E0063730	\$ 52.97	Mileage In District / In State
Invoice <\$15,000	Celeste Tabor	11/15/17	IM*0228527	\$ 45.00	Unclaimed Property Liability
Invoice <\$15,000	Cem Ademir	11/15/17	IM*0228149	\$ 39.45	Funds Held in Custody of Others
Invoice <\$15,000	Cengage Learning, Inc.	11/15/17	IM*E0063951	\$ 771.89	Books and Binding Costs
Invoice <\$15,000	Cengage Learning, Inc.	11/08/17	IM*E0063793	\$ 151.22	Books and Binding Costs
Invoice <\$15,000	Central Dupage Hospital Association	11/15/17	IM*0228230	\$ 9,720.00	Instructional Service Contracts
Invoice <\$15,000	Central Dupage Hospital Association	11/15/17	IM*0228229	\$ 390.00	Instructional Service Contracts
Invoice <\$15,000	Central Sod Farms, Inc.	11/15/17	IM*0228231	\$ 603.00	Maintenance Supplies
Invoice <\$15,000	Certain, Inc.	11/15/17	IM*0228232	\$ 99.00	Conference/Meeting Expense - Local
Employee Reimb	Cesar Flores	11/16/17	IM*E0064041	\$ 1,204.38	Travel - In Dist / In State
Invoice <\$15,000	Chamber300	11/15/17	IM*E0063952	\$ 70.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Chamber300	11/01/17	IM*E0063668	\$ 300.00	Dues
Employee Reimb	Charles Boone	11/09/17	IM*E0063865	\$ 1,520.83	Tuition Reimbursement-Admin
Employee Reimb	Charles Currier	11/16/17	IM*E0064036	\$ 552.80	Travel - Out of State
Employee Reimb	Charles Currier	11/02/17	IM*E0063734	\$ 57.74	Travel - In Dist / In State
Employee Reimb	Charles Steele	11/02/17	IM*E0063760	\$ 450.84	Other Conference & Meeting Expense
Invoice <\$15,000	Chief by Request - CBR Industries, Inc.	11/15/17	IM*E0063953	\$ 288.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Chicago Federation of Musicians	11/10/17	IM*0228048	\$ 250.80	Other Contractual Services Expense
Invoice <\$15,000	Chicago Parent	11/15/17	IM*0228234	\$ 750.00	Advertising Expense
Employee Reimb	Christian Goergen	11/20/17	IM*E0064094	\$ 2,200.50	Travel Advances
Employee Reimb	Christian Goergen	11/02/17	IM*E0063739	\$ 300.00	Travel - In Dist / In State
Employee Reimb	Christine Kicksels	11/09/17	IM*E0063893	\$ 271.00	Dues - Faculty
Employee Reimb	Christine Kicksels	11/02/17	IM*E0063749	\$ 98.76	Tuition Reimbursement-Faculty
Employee Reimb	Christopher Gekas	11/16/17	IM*0228579	\$ 573.78	Travel - Out of State
Employee Reimb	Christopher Panagopoulos	11/30/17	IM*E0064288	\$ 37.50	Tuition Reimbursement-Classified
Invoice <\$15,000	Christopher Vivierio	11/15/17	IM*0228552	\$ 110.00	Consultants Expense
Invoice <\$15,000	Chronicle of Higher Education	11/22/17	IM*0229131	\$ 55.00	Books and Binding Costs
Invoice <\$15,000	Chronicle of Higher Education	09/13/17	IM*0224206	\$ (55.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Chuck Graber	11/15/17	IM*0228304	\$ 160.00	Consultants Expense
Invoice <\$15,000	Chuck Ralsinh	11/15/17	IM*0228479	\$ 120.00	Consultants Expense
Invoice <\$15,000	CILC Consortium for IL Learning Communities	11/15/17	IM*E0063954	\$ 150.00	Dues
Invoice <\$15,000	Cindy Surman	11/15/17	IM*0228523	\$ 900.00	Other Contractual Services Expense
Invoice <\$15,000	CitizenTech, Inc.	11/15/17	IM*0228235	\$ 3,502.25	Advertising Expense
Invoice <\$15,000	City of Naperville - Utilities	11/15/17	IM*0228236	\$ 4,610.29	Electricity Expense
Invoice <\$15,000	Clark Security Products	11/15/17	IM*0228237	\$ 1,328.09	Maintenance Supplies
Invoice <\$15,000	Clear Channel Outdoor, Inc.	11/15/17	IM*0228238	\$ 1,400.00	Advertising Expense
Invoice >\$15,000	CliftonLarsonAllen LLP	11/03/17	IM*0227905	\$ 34,850.00	Audit Services Expense
Invoice <\$15,000	CMH Software, Inc.	11/21/17	IM*E0064107	\$ 3,009.00	Other Contractual Services Expense
Invoice <\$15,000	College Entrance Examination Board	11/15/17	IM*0228240	\$ 400.00	Dues
Invoice <\$15,000	College of DuPage	11/09/17	IM*0228041	\$ 486.42	Instructional Supplies
Invoice >\$15,000	College of Dupage Faculty Assoc	11/20/17	IM*E0064089	\$ 27,172.70	Professional Dues
Invoice >\$15,000	College of Dupage Faculty Assoc	11/10/17	IM*E0063924	\$ 27,172.70	Professional Dues
Invoice <\$15,000	College of Dupage Foundation	11/20/17	IM*E0064084	\$ 1,449.73	Charitable Contributions
Invoice <\$15,000	College of Dupage Foundation	11/10/17	IM*E0063921	\$ 2,011.73	Charitable Contributions
Invoice <\$15,000	College of Dupage P Cash - Waters Edge	11/15/17	IM*0228239	\$ 102.12	Other Contractual Services Expense
Invoice <\$15,000	College of Dupage-CODAA	11/20/17	IM*E0064085	\$ 111.75	Professional Dues
Invoice >\$15,000	College of Dupage-CODAA	11/10/17	IM*E0063925	\$ 36,245.81	Professional Dues
Invoice <\$15,000	Comcast Commercial Services	11/15/17	IM*0228241	\$ 4,811.66	Telephone Expense
Invoice <\$15,000	Comcast Holdings Corporation	11/02/17	IM*0227904	\$ 25.37	IT Maintenance Services
Invoice <\$15,000	Commercial Alarm Systems	11/15/17	IM*E0063955	\$ 1,995.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Commission on Accreditation for Health Info and Info Mgmtment	11/15/17	IM*E0063956	\$ 2,500.00	Dues
Invoice >\$15,000	Commonwealth Edison-Carol Stream	11/16/17	IM*0228628	\$ 74,823.87	Electricity Expense
Invoice >\$15,000	Commonwealth Edison-Carol Stream	11/16/17	IM*0228627	\$ 75,817.61	Electricity Expense
Invoice <\$15,000	Commonwealth Edison-Carol Stream	11/15/17	IM*0228242	\$ 725.82	Electricity Expense
Invoice >\$15,000	Community College Health Consortium	11/16/17	IM*E0064082	\$ 1,144,126.51	Medical HD Premiums - October 2017
Invoice <\$15,000	Computer Aided Technology Inc.	11/15/17	IM*0228243	\$ 1,400.00	Publications
Invoice <\$15,000	Computer Discount Warehouse	11/29/17	IM*E0064194	\$ 2,092.97	Non-Capital equipment
Invoice <\$15,000	Computer Discount Warehouse	11/21/17	IM*E0064108	\$ 35.82	Office Supplies
Invoice <\$15,000	Computer Discount Warehouse	11/15/17	IM*E0063957	\$ 218.73	Instructional Supplies
Invoice <\$15,000	Computer Discount Warehouse	11/08/17	IM*E0063794	\$ 291.10	Equipment - Instructional
Invoice <\$15,000	Computer Discount Warehouse	11/01/17	IM*E0063669	\$ 609.22	IT Maintenance Services
Invoice <\$15,000	Constance Chester	11/15/17	IM*0228233	\$ 972.95	Other Conference & Meeting Expense
Invoice <\$15,000	Contant	11/01/17	IM*E0063670	\$ 605.21	Instructional Supplies
Invoice <\$15,000	CoolSpeak	11/29/17	IM*E0064195	\$ 3,000.00	Conference/Meeting Expense - Local
Invoice >\$15,000	Corporate Lakes Property	11/09/17	IM*E0063919	\$ 16,523.06	Rental Facility
Invoice <\$15,000	Craig Berger	11/15/17	IM*0228204	\$ 1,500.00	Retiree Healthcare Payments
Invoice <\$15,000	Crain's Chicago Business	11/15/17	IM*0228245	\$ 119.00	Publications
Invoice <\$15,000	Crain's Chicago Business	11/09/17	IM*0228042	\$ 119.00	Publications
Invoice <\$15,000	Crain's Chicago Business	10/11/17	IM*0225020	\$ (119.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Creation Engine Inc.	11/15/17	IM*0228246	\$ 1,610.00	Instructional Supplies
Invoice <\$15,000	Creative Gift Packaging Inc.	11/15/17	IM*0228247	\$ 165.44	Conference/Meeting Expense - Local
Invoice <\$15,000	Crosslax	11/15/17	IM*0228248	\$ 699.20	Instructional Supplies
Employee Reimb	Cynthia Rice	11/16/17	IM*E0064066	\$ 25.69	Mileage In District / In State
Invoice <\$15,000	Daniel Selter	11/15/17	IM*0228499	\$ 1,450.00	Other Contractual Services Expense
Invoice <\$15,000	Daniel Szaliga	11/15/17	IM*0228526	\$ 120.00	Consultants Expense
Employee Reimb	Daniel Woelstasle	11/07/17	IM*E0063769	\$ 3,060.00	Travel Advances
Invoice <\$15,000	DAOES	11/21/17	IM*E0064109	\$ 2,959.74	Rental Facility
Invoice <\$15,000	DAOES	11/15/17	IM*E0063958	\$ 788.02	Instructional Service Contracts
Invoice <\$15,000	DAOES	11/08/17	IM*E0063795	\$ 4,768.50	Rental Facility

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	DADES	11/01/17	IM*E0063671	\$ 260.82	Instructional Service Contracts
Invoice <\$15,000	D'Artagnan LLC	11/15/17	IM*0228253	\$ 466.82	Instructional Supplies
Invoice <\$15,000	Data Recognition Corporation	11/15/17	IM*0228254	\$ 893.98	Instructional Supplies
Invoice <\$15,000	Delascope Corporation	11/29/17	IM*E0064208	\$ 2,267.04	Maintenance Services Expense
Invoice <\$15,000	Data-Tec Systems, Inc.	11/29/17	IM*E0064196	\$ 1,072.00	IT Maintenance Services
Employee Reimb	David Fazzini	11/16/17	IM*0228577	\$ 753.78	Tuition Reimbursement-Faculty
Employee Reimb	David Goldberg	11/20/17	IM*E0064093	\$ 2,902.50	Travel Advances
Invoice <\$15,000	David Harlan	11/15/17	IM*0228313	\$ 130.00	Consultants Expense
Invoice <\$15,000	David King	11/15/17	IM*0228360	\$ 130.00	Consultants Expense
Employee Reimb	David Kramer	11/16/17	IM*E0064052	\$ 172.30	Instructional Supplies
Employee Reimb	David Kramer	11/09/17	IM*E0063895	\$ 325.47	Instructional Supplies
Invoice <\$15,000	David Laning	11/15/17	IM*0228370	\$ 130.00	Consultants Expense
Employee Reimb	David Virgilio	11/02/17	IM*E0063761	\$ 639.89	Travel - Out of State
Employee Reimb	DeAnna Duval	11/30/17	IM*E0064262	\$ 48.05	Tuition Reimbursement-Classified
Employee Reimb	Debra Hasse	11/21/17	IM*E0064149	\$ 181.92	Mileage in District / In State
Employee Reimb	Debra Hasse	11/09/17	IM*E0063877	\$ 459.84	Tuition Reimbursement-Classified
Employee Reimb	Debra Jeffrey	11/16/17	IM*E0064049	\$ 82.04	Mileage in District / In State
Invoice <\$15,000	Delta Dental of Illinois	11/16/17	IM*0228625	\$ 43,471.67	Dental PPO Premium October 2017
Invoice <\$15,000	Delta Dental of Illinois	11/16/17	IM*0228623	\$ 2,849.20	Dental DMO Premium November 2017
Invoice <\$15,000	Demco, Inc.	11/15/17	IM*E0063959	\$ 915.60	Instructional Supplies
Invoice <\$15,000	Demco, Inc.	11/01/17	IM*E0063672	\$ 362.51	Office Supplies
Invoice <\$15,000	Denier, Inc.	11/29/17	IM*E0064197	\$ 953.00	Other Contractual Services Expense
Invoice <\$15,000	Denson Shops, Inc.	11/15/17	IM*0228256	\$ 52.50	Instructional Supplies
Invoice <\$15,000	Denson Shops, Inc.	11/15/17	IM*0228255	\$ 190.00	Maintenance Services Expense
Invoice <\$15,000	Department of Treasury	11/30/17	IM*A626	\$ 618,838.81	Withholding Tax - Federal
Invoice <\$15,000	Department of Treasury	11/17/17	IM*A622	\$ 623,004.23	Withholding Tax - Federal
Invoice <\$15,000	DeVry University	11/15/17	IM*0228257	\$ 1,850.00	Tuition Reimbursement-Classified
Employee Reimb	Diana Alvarez	11/09/17	IM*E0063862	\$ 623.31	Travel - In Dist / In State
Employee Reimb	Diana Christopher	11/30/17	IM*E0064258	\$ 81.94	Tuition Reimbursement-Classified
Employee Reimb	Diana Martinez	11/09/17	IM*E0063897	\$ 396.98	Other Materials & Supplies Expense
Employee Reimb	Diana Thiesen	11/16/17	IM*E0064073	\$ 147.37	Conference/Meeting Expense - Local
Invoice <\$15,000	DiBrito Media LLC	11/15/17	IM*E0063960	\$ 990.00	Instructional Service Contracts
Invoice <\$15,000	DiBrito Media LLC	11/01/17	IM*E0063673	\$ 1,230.00	Instructional Service Contracts
Invoice <\$15,000	DIRECTV, LLC	11/15/17	IM*0228260	\$ 124.51	Instructional Service Contracts
Invoice <\$15,000	DJK Technologies, Inc.	11/15/17	IM*0228261	\$ 766.50	Maintenance Services Expense
Invoice <\$15,000	DML Solutions, Inc.	11/29/17	IM*E0064198	\$ 745.00	Advertising Expense
Invoice <\$15,000	DML Solutions, Inc.	11/01/17	IM*E0063674	\$ 1,135.30	Advertising Expense
Invoice <\$15,000	Donald Black	11/15/17	IM*0228208	\$ 800.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Donald Sullivan	11/15/17	IM*0228521	\$ 1,782.00	Retiree Healthcare Payments
Employee Reimb	Donna Gillespie	11/02/17	IM*E0063737	\$ 165.00	Tuition Reimbursement-Faculty
Employee Reimb	Donna Kanak	11/02/17	IM*E0063747	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Douglas Green	11/02/17	IM*E0063740	\$ 87.78	Mileage in District / In State
Invoice <\$15,000	Drafting Equipment Warehouse	11/15/17	IM*0228263	\$ 350.45	Instructional Supplies
Invoice <\$15,000	Dresslizer Electrical Motors	11/08/17	IM*E0063796	\$ 112.66	Maintenance Supplies
Invoice <\$15,000	Driver Biddle & Reath LLP	11/21/17	IM*0229122	\$ 3,272.75	Legal Services Expense
Invoice <\$15,000	Duggan Bertsch, LLC	11/21/17	IM*0229123	\$ 13,864.50	Legal Services Expense
Invoice <\$15,000	Dufmeyer Sales	11/29/17	IM*E0064199	\$ 318.38	Maintenance Supplies
Invoice <\$15,000	DuPage County Health Department	11/21/17	IM*E0064110	\$ 100.00	Other Contractual Services Expense
Invoice <\$15,000	DuPage Credit Union	11/20/17	IM*E0064090	\$ 29,278.89	Credit Union
Invoice <\$15,000	DuPage Credit Union	11/10/17	IM*E0063926	\$ 28,958.89	Credit Union
Invoice <\$15,000	Dupage Dodge Chrysler Jeep	11/15/17	IM*0228264	\$ 144.25	Purchase for Resale
Invoice <\$15,000	Dynegy Energy Services, LLC	11/16/17	IM*0228629	\$ 150,599.70	Electricity Expense
Invoice <\$15,000	Dynegy Energy Services, LLC	11/15/17	IM*0228265	\$ 3,566.11	Electricity Expense
Invoice <\$15,000	E Instruments International LLC	11/15/17	IM*0228266	\$ 318.00	Maintenance Supplies
Employee Reimb	Earl Dowling	11/30/17	IM*E0064261	\$ 1,678.17	Travel - Out of State
Invoice <\$15,000	East Coast Entertainment, Inc.	11/29/17	IM*E0064200	\$ 6,250.00	Other Contractual Services Expense
Invoice <\$15,000	Eastbay	11/15/17	IM*0228267	\$ 803.91	Funds Held in Custody of Others
Invoice <\$15,000	EBSCO Information Services	11/15/17	IM*E0063991	\$ 156.00	Publications
Invoice <\$15,000	Ecolab	11/15/17	IM*0228268	\$ 1,393.66	Maintenance Supplies
Invoice <\$15,000	Educ Loan - AES PHEAA	11/20/17	IM*0228633	\$ 100.99	Wage Assignments
Invoice <\$15,000	Educ Loan - AES PHEAA	11/10/17	IM*0228049	\$ 100.99	Wage Assignments
Invoice <\$15,000	Edward Don & Company	11/29/17	IM*E0064201	\$ 631.36	Instructional Supplies
Invoice <\$15,000	Edward Don & Company	11/15/17	IM*E0063962	\$ 944.52	Instructional Supplies
Invoice <\$15,000	Edward Hospital & Health Serv	11/01/17	IM*E0063676	\$ 615.00	Instructional Service Contracts
Invoice <\$15,000	Edward Hospital & Health Services	11/21/17	IM*E0064178	\$ 15,120.00	Instructional Service Contracts
Invoice <\$15,000	Edward Hospital & Health Services	11/16/17	IM*E0064079	\$ 226.00	Instructional Supplies
Invoice <\$15,000	Edward Hospital & Health Services	11/01/17	IM*E0063675	\$ 5,550.00	Instructional Service Contracts
Invoice <\$15,000	E-llstate, Inc.	11/15/17	IM*0228252	\$ 87.60	IT Maintenance Services
Invoice <\$15,000	ELFCO	11/15/17	IM*E0063963	\$ 1,702.02	Equipment - Instructional
Invoice <\$15,000	ELFCO	11/08/17	IM*E0063797	\$ 1,399.66	Instructional Supplies
Employee Reimb	Elias Morales	11/30/17	IM*E0064281	\$ 70.86	Other Materials & Supplies Expense
Employee Reimb	Elise Benassi	11/30/17	IM*E0064254	\$ 126.90	Conference/Meeting Expense - Local
Employee Reimb	Elizabeth Amott-Hill	11/16/17	IM*E0064027	\$ 227.00	Dues - Faculty
Employee Reimb	Elizabeth Mares	11/30/17	IM*E0064279	\$ 14.98	Other Conference & Meeting Expense
Employee Reimb	Elizabeth Morley	11/30/17	IM*E0064285	\$ 350.00	Tuition Reimbursement-CODA
Employee Reimb	Ellen Green	11/16/17	IM*E0064045	\$ 195.00	Dues - Faculty
Employee Reimb	Ellen Green	11/02/17	IM*E0063741	\$ 20.00	Dues - Faculty
Invoice <\$15,000	Elliott Auto Supply Co., Inc.	11/15/17	IM*0228270	\$ 31.59	Purchase for Resale
Employee Reimb	Elmir Huselovic	11/09/17	IM*E0063885	\$ 79.83	Audio/Visual Materials
Employee Reimb	Elmir Huselovic	11/02/17	IM*E0063743	\$ 301.28	Audio/Visual Materials
Invoice <\$15,000	Elsevier	11/15/17	IM*0228271	\$ 9,332.76	Books and Binding Costs
Invoice <\$15,000	Elsevier, Inc.	11/15/17	IM*0228273	\$ 4,716.25	Instructional Service Contracts
Invoice <\$15,000	Elsevier, Inc.	11/15/17	IM*0228272	\$ 6,088.25	Instructional Service Contracts
Invoice <\$15,000	Emma Alcock	11/29/17	IM*E0064181	\$ 100.00	Other Conference & Meeting Expense
Invoice <\$15,000	Emma Alcock	11/15/17	IM*E0063932	\$ 36.80	Mileage in District / In State
Invoice <\$15,000	Enterprise Holdings, Inc.	11/15/17	IM*0228274	\$ 1,217.20	Travel - Out of State
Invoice <\$15,000	Equipment & Engine Training Council	11/08/17	IM*E0063798	\$ 250.00	Dues - Faculty
Invoice <\$15,000	Equipment International, Ltd.	11/15/17	IM*E0063964	\$ 388.00	Maintenance Services Expense
Employee Reimb	Erin Celera	11/21/17	IM*E0064140	\$ 229.39	Instructional Supplies
Employee Reimb	Erin Celera	11/02/17	IM*E0063731	\$ 89.21	Non-Capital equipment



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice - \$15,000	Ema Gevondyan	11/15/17	IM*0228299	\$ 150.00	Other Contractual Services Expense
Invoice - \$15,000	Ethan Buge	11/15/17	IM*0228219	\$ 120.00	Consultants Expense
Invoice - \$15,000	Eulogio Villalpando	11/15/17	IM*0228549	\$ 280.00	Consultants Expense
Employee Reimb	Eva Maria Raapple	11/16/17	IM*E0064064	\$ 1,008.01	Tuition Reimbursement-Faculty
Invoice - \$15,000	Eviva Pizzeria & Cafe Inc.	11/15/17	IM*0228276	\$ 69.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Ewert, Inc.	11/15/17	IM*0228277	\$ 257.05	Maintenance Supplies
Invoice - \$15,000	Exponent, Inc.	11/21/17	IM*0229124	\$ 2,598.00	Legal Services Expense
Invoice - \$15,000	Fastsigns - Naperville	11/15/17	IM*0228278	\$ 657.50	Office Supplies
Invoice - \$15,000	FedEx	11/15/17	IM*0228280	\$ 82.50	Postage
Invoice - \$15,000	First Student, Inc.	11/15/17	IM*0228283	\$ 1,308.50	Other Conference & Meeting Expense
Invoice - \$15,000	First Student, Inc.	11/15/17	IM*0228282	\$ 739.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Fisher Scientific Company	11/15/17	IM*0228284	\$ 3,276.79	Instructional Supplies
Invoice - \$15,000	Fidelity, Inc.	11/08/17	IM*E0063800	\$ 900.00	Instructional Service Contracts
Invoice - \$15,000	Fidelity, Inc.	11/01/17	IM*E0063677	\$ 12,000.00	Instructional Service Contracts
Invoice - \$15,000	Flagg Creek Water Reclamation District	11/15/17	IM*0228285	\$ 66.90	Water - Sewage Expense
Invoice - \$15,000	Flinn Scientific	11/15/17	IM*0228286	\$ 1,384.44	Instructional Supplies
Invoice - \$15,000	Follett's College of DuPage	11/15/17	IM*0228289	\$ 88.20	Other supplies
Invoice - \$15,000	Follett's College of DuPage	11/15/17	IM*0228288	\$ 15.12	Instructional Supplies
Invoice - \$15,000	Follett's College of DuPage	11/15/17	IM*0228287	\$ 2,562.17	Instructional Supplies
Invoice - \$15,000	Forestry Suppliers, Inc.	11/15/17	IM*E0063965	\$ 775.18	Instructional Supplies
Invoice - \$15,000	Foreco S.L.	11/29/17	IM*W499	\$ 1,500.00	International Travel - Field Studies
Invoice - \$15,000	Fortune Fish Company	11/29/17	IM*E0064203	\$ 1,747.03	Instructional Supplies
Invoice - \$15,000	Fortune Fish Company	11/15/17	IM*E0063966	\$ 292.81	Instructional Supplies
Invoice - \$15,000	Fortune Fish Company	11/08/17	IM*E0063801	\$ 658.08	Instructional Supplies
Invoice - \$15,000	Fountainhead Press, Inc.	11/15/17	IM*0228291	\$ 66.00	Books and Binding Costs
Invoice - \$15,000	Frank Lyons	11/15/17	IM*0228382	\$ 160.00	Consultants Expense
Invoice - \$15,000	Front Rush LLC	11/15/17	IM*0228294	\$ 610.00	Other Contractual Services Expense
Invoice - \$15,000	Fry's Electronics Inc.	11/15/17	IM*0228295	\$ 349.76	Instructional Supplies
Invoice - \$15,000	Full Compass Systems, Ltd	11/01/17	IM*E0063678	\$ 646.64	Non-Capital equipment
Invoice - \$15,000	Fulton Catering Corp/D/B/A Camivale Restaurant	11/15/17	IM*0228296	\$ 298.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Futerman & Associates, Inc.	11/29/17	IM*E0064204	\$ 1,507.00	Books and Binding Costs
Invoice - \$15,000	Fuzion Athletics Inc.	11/29/17	IM*E0064205	\$ 700.00	Other Materials & Supplies Expense
Invoice - \$15,000	G P Sales and Promotions Inc	11/21/17	IM*E0064111	\$ 315.24	Instructional Supplies
Invoice - \$15,000	Gans Ink & Supply Co.	11/15/17	IM*0228297	\$ 279.15	Office Supplies
Invoice - \$15,000	Gary Gand Music, Inc.	11/15/17	IM*E0063967	\$ 2,180.00	Other supplies
Invoice - \$15,000	Gaumann	11/08/17	IM*E0063802	\$ 115.00	Non-Capital equipment
Employee Reimb	George Ahlenius	11/30/17	IM*E0064252	\$ 4.28	Mileage In District / In State
Employee Reimb	George Ahlenius	11/02/17	IM*E0063723	\$ 10.17	Mileage In District / In State
Invoice - \$15,000	George Ghawi	11/15/17	IM*0228300	\$ 160.00	Consultants Expense
Invoice - \$15,000	George Kasper	11/15/17	IM*0228351	\$ 320.00	Consultants Expense
Employee Reimb	Gilbert Egge	11/21/17	IM*E0064144	\$ 1,693.19	Tuition Reimbursement-Classified
Invoice - \$15,000	Glenbard Electric Supply Company	11/15/17	IM*0228301	\$ 256.39	Maintenance Supplies
Invoice - \$15,000	Glenn Iltar	11/15/17	IM*0228344	\$ 1,050.00	Funds Held in Custody of Others
Invoice - \$15,000	Good Samaritan EMSS - Paramedic Prog	11/02/17	IM*E0063767	\$ 25,920.00	Instructional Service Contracts
Invoice - \$15,000	Gordon Flesch Co.	11/15/17	IM*0228303	\$ 158.00	Maintenance Services Expense
Invoice - \$15,000	Gracie Global, LLC/D/B/A Gracie University	11/15/17	IM*0228305	\$ 895.00	Tuition Reimbursement-Classified
Invoice - \$15,000	Grainger - Downers Grove	11/29/17	IM*E0064207	\$ 102.53	Maintenance Supplies
Invoice - \$15,000	Grainger - Downers Grove	11/21/17	IM*E0064112	\$ 697.28	Maintenance Supplies
Invoice - \$15,000	Grainger - Downers Grove	11/15/17	IM*E0063969	\$ 1,269.01	Instructional Supplies
Invoice - \$15,000	Grainger - Downers Grove	11/08/17	IM*E0063803	\$ 979.56	Instructional Supplies
Invoice - \$15,000	Grainger - Downers Grove	11/01/17	IM*E0063679	\$ 124.71	Instructional Supplies
Invoice - \$15,000	Grand Stage Lighting Co., Inc.	11/15/17	IM*0228306	\$ 163.98	Other supplies
Invoice - \$15,000	Graphic Chemical & Ink Co	11/15/17	IM*0228308	\$ 28.78	Instructional Supplies
Invoice - \$15,000	Graphics III Papers	11/01/17	IM*E0063680	\$ 119.44	Office Supplies
Invoice - \$15,000	Great Lakes Clay Co.	11/01/17	IM*E0063681	\$ 79.74	Instructional Supplies
Invoice - \$15,000	Great Lakes Higher Education Guaranty Corporation	11/20/17	IM*0228634	\$ 676.59	Wage Assignments
Invoice - \$15,000	Great Lakes Higher Education Guaranty Corporation	11/10/17	IM*0228050	\$ 676.59	Wage Assignments
Invoice - \$15,000	Great Lakes Kwik Space	11/15/17	IM*E0063970	\$ 99.00	Office Supplies
Invoice - \$15,000	Grag Nelson	11/15/17	IM*0228424	\$ 160.00	Consultants Expense
Invoice - \$15,000	Gregory Muhry	11/15/17	IM*E0063935	\$ 1,000.00	Other Contractual Services Expense
Invoice - \$15,000	Ground Pros, Inc.	11/15/17	IM*E0063971	\$ 1,130.00	Maintenance Services Expense
Invoice - \$15,000	Grumpy Gaucho LLC	11/01/17	IM*E0063682	\$ 423.00	Other Conference & Meeting Expense
Invoice - \$15,000	Guan Menghua Music Studio, Inc.	11/15/17	IM*E0063972	\$ 300.00	Consultants Expense
Invoice - \$15,000	GW Berkleimer Co. Inc.	11/15/17	IM*E0063973	\$ 46.48	Maintenance Supplies
Invoice - \$15,000	GW Berkleimer Co. Inc.	11/08/17	IM*E0063804	\$ 98.70	Maintenance Supplies
Invoice - \$15,000	Gyford Productions, LLC	11/15/17	IM*0228309	\$ 195.41	Maintenance Supplies
Invoice - \$15,000	H D Supply Waterworks	11/15/17	IM*0228310	\$ 1,555.00	Maintenance Supplies
Invoice - \$15,000	H3 Hospitality, LLC	11/07/17	IM*0227931	\$ 1,403.88	Travel - Out of State
Invoice - \$15,000	Harland Clarke Corporation	11/08/17	IM*E0063805	\$ 2,931.00	Other Contractual Services Expense
Invoice - \$15,000	Harrison Bros. Inc.	11/15/17	IM*0228314	\$ 497.02	Audio/Visual Materials
Employee Reimb	Hashem Helmi	11/09/17	IM*E0063879	\$ 79.19	Mileage In District / In State
Invoice - \$15,000	H8 Sherman Traps, Inc	11/15/17	IM*0228315	\$ 1,187.44	Instructional Supplies
Employee Reimb	Heather Greenbusch	11/30/17	IM*E0064268	\$ 28.03	Tuition Reimbursement-Classified
Invoice - \$15,000	Heber Estrada	11/15/17	IM*0228275	\$ 160.00	Consultants Expense
Invoice - \$15,000	Henry Schein	11/15/17	IM*0228316	\$ 3,488.03	Other Materials & Supplies Expense
Invoice - \$15,000	Heritage FS Inc.	11/08/17	IM*E0063806	\$ 499.60	Instructional Service Contracts
Invoice - \$15,000	Heritage Wine Cellars, Inc.	11/29/17	IM*E0064208	\$ 428.00	Instructional Supplies
Invoice - \$15,000	Heritage Wine Cellars, Inc.	11/08/17	IM*E0063807	\$ 1,305.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Hilton Lisle/Naperville	11/29/17	IM*E0064202	\$ 4,428.90	Conference/Meeting Expense - Local
Invoice - \$15,000	Hilton Lisle/Naperville	11/08/17	IM*E0063799	\$ 2,319.90	Conference/Meeting Expense - Local
Invoice - \$15,000	Hilton Lisle/Naperville	11/30/17	IM*0229166	\$ 4,999.00	Other Conference & Meeting Expense
Invoice - \$15,000	Hobson, Inc.	11/21/17	IM*E0064113	\$ 10,900.00	Advertising Expense
Invoice - \$15,000	H-O-H Water Technology, Inc.	11/15/17	IM*0228311	\$ 2,335.00	Maintenance Supplies
Invoice - \$15,000	Hosteln's Garage	11/21/17	IM*E0064114	\$ 105.00	Maintenance Services Expense
Invoice - \$15,000	Home Depot - Downers Grove	11/15/17	IM*0228320	\$ 377.00	Instructional Supplies
Invoice - \$15,000	Honeywell International, Inc.	11/08/17	IM*E0063808	\$ 11,645.58	Facilities Maintenance Service Expense
Invoice - \$15,000	Honors Graduation	11/08/17	IM*E0063809	\$ 370.20	Instructional Supplies
Invoice - \$15,000	Hopkins Fulfillment Service	11/15/17	IM*E0063974	\$ 165.18	Books and Binding Costs
Invoice - \$15,000	Hot Bird, Inc.	11/15/17	IM*0228321	\$ 554.00	Other supplies
Invoice - \$15,000	HP Inc.	11/01/17	IM*E0063683	\$ 19.69	T Maintenance Services

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	I Chen Lin	11/16/17	IM*0228589	\$ 101.03	Mileage In District / In State
Invoice <\$15,000	I Have Bean	11/29/17	IM*E0064209	\$ 61.50	Purchase for Resale
Invoice <\$15,000	I Have Bean	11/15/17	IM*E0063975	\$ 672.00	Instructional Supplies
Invoice <\$15,000	I Have Bean	11/08/17	IM*E0063810	\$ 120.90	Conference/Meeting Expense - Local
Invoice <\$15,000	I&E Technologies, LLC	11/29/17	IM*E0064210	\$ 1,229.10	Non-Capital equipment
Invoice <\$15,000	IADAPCA, Inc.	11/15/17	IM*0228323	\$ 102.50	Dues
Invoice <\$15,000	IBM Corporation	11/15/17	IM*0228324	\$ 8,339.00	IT Maintenance Services
Invoice <\$15,000	ICCB-IL Community College	11/15/17	IM*0228325	\$ 44.91	Dept of Education
Invoice <\$15,000	ICCCSSO	11/15/17	IM*0228326	\$ 50.00	Dues
Invoice <\$15,000	ICCSAA	11/15/17	IM*E0063976	\$ 900.00	Mileage In District / In State
Invoice <\$15,000	Ice Cream on Wheels, Inc.	11/15/17	IM*0228327	\$ 1,500.00	Funds Held In Custody of Others
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	11/21/17	IM*E0064116	\$ 8,100.00	International Travel - Field Studies
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	11/15/17	IM*E0063977	\$ 9,785.00	International Travel - Field Studies
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	11/15/17	IM*0228328	\$ 8,100.00	International Travel - Field Studies
Invoice <\$15,000	ICN-CMS	11/15/17	IM*0228329	\$ 2,930.00	IT Maintenance Services
Invoice <\$15,000	Identatronics, Inc.	11/15/17	IM*0228330	\$ 1,836.82	Office Supplies
Invoice >\$15,000	IDES-Magnetic Media Unit	11/17/17	IM*A623	\$ 190,365.11	Withholding Tax - State
Invoice >\$15,000	IDES-Magnetic Media Unit	11/20/17	IM*0228648	\$ 189,027.84	Withholding Tax - State
Invoice <\$15,000	IL Library Association	11/08/17	IM*E0063811	\$ 360.00	Dues
Invoice <\$15,000	IL Truck Enforcement Assoc., LTD.	11/08/17	IM*E0063812	\$ 2,507.50	Instructional Service Contracts
Invoice <\$15,000	ILCA	11/17/17	IM*0228631	\$ 115.00	Dues - Classified
Invoice <\$15,000	ILCA	11/17/17	IM*0228630	\$ 115.00	Dues - Faculty
Invoice <\$15,000	ILCO, Inc.	11/15/17	IM*0228332	\$ 4,059.62	Equipment - Instructional
Invoice <\$15,000	Illinois Department of Revenue	11/17/17	IM*A625	\$ 771.34	Hotel/Motel Tax
Invoice <\$15,000	Illinois Department of Revenue	11/17/17	IM*A624	\$ 3,050.00	Sales Tax
Invoice <\$15,000	Illinois Education Association	11/20/17	IM*E0064087	\$ 203.28	Professional Dues
Invoice <\$15,000	Illinois Education Association	11/10/17	IM*E0063923	\$ 203.28	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	11/20/17	IM*E0064086	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	11/10/17	IM*E0063922	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Heartland Library System	11/15/17	IM*0228333	\$ 5.25	Other Contractual Services Expense
Invoice <\$15,000	Illinois Mailing Systems, Inc.	11/08/17	IM*E0063813	\$ 630.00	Maintenance Services Expense
Invoice <\$15,000	Illinois Manufacturers Assoc.	11/15/17	IM*0228334	\$ 75.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Illinois Metropolitan Soccer League	11/15/17	IM*0228519	\$ 170.00	Field Rental - Soccer
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229129	\$ 70.00	Dues
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229126	\$ 500.00	Dues
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229125	\$ 70.00	Dues
Invoice <\$15,000	Illinois State Toll Hwy Authority	11/15/17	IM*0228335	\$ 143.09	Food - Non Vending
Invoice <\$15,000	Illinois Student Assistance Commission-Student Loan	11/20/17	IM*0228637	\$ 192.74	Wage Assignments
Invoice <\$15,000	Illinois Student Assistance Commission-Student Loan	11/10/17	IM*0228053	\$ 192.74	Wage Assignments
Invoice <\$15,000	Imprint Enterprises	11/15/17	IM*0228336	\$ 88.08	Other Materials & Supplies Expense
Invoice <\$15,000	INACSL-Int'l Nursing Assoc for Clinical Simulation &	11/15/17	IM*0228337	\$ 532.00	Dues
Invoice <\$15,000	Indian Boundary YMCA	11/15/17	IM*0228338	\$ 50.00	Travel - Out of State
Invoice <\$15,000	Indiana Academy of Science	11/15/17	IM*0228339	\$ 21.20	Books and Binding Costs
Invoice <\$15,000	Indo-American Community Services	11/21/17	IM*E0064117	\$ 600.00	Travel - In Dist / In State
Invoice <\$15,000	Infinity Transportation Management, LLC	11/29/17	IM*E0064211	\$ 6,613.00	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	11/08/17	IM*E0063814	\$ 6,440.00	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	11/01/17	IM*E0063685	\$ 6,345.00	Other Contractual Services Expense
Invoice <\$15,000	Infowill, Inc.	11/15/17	IM*0228340	\$ 2,760.00	Other Contractual Services Expense
Invoice <\$15,000	IngMar Medical, Ltd	11/15/17	IM*0228341	\$ 2,837.00	Instructional Supplies
Invoice <\$15,000	Institute for Leadership Excellence & Dev. Inc	11/21/17	IM*E0064118	\$ 6,345.70	Instructional Service Contracts
Invoice <\$15,000	Institute for Leadership Excellence & Dev. Inc	11/01/17	IM*E0063686	\$ 4,500.00	Instructional Service Contracts
Invoice <\$15,000	Integration Partners	11/02/17	IM*0227900	\$ 249,851.57	IT Maintenance Services
Invoice <\$15,000	Interiors for Business, Inc.	11/08/17	IM*E0063815	\$ 980.00	Equipment - Office
Invoice <\$15,000	International Sport Surfaces, Inc.	11/15/17	IM*E0063978	\$ 3,660.00	Maintenance Services Expense
Invoice <\$15,000	International Union of Operating Engineers	11/20/17	IM*0228636	\$ 671.13	Professional Dues
Invoice <\$15,000	International Union of Operating Engineers	11/10/17	IM*0228052	\$ 671.13	Professional Dues
Invoice <\$15,000	Intersection Media Holdings, Inc.	11/29/17	IM*E0064212	\$ 3,471.20	Advertising Expense
Invoice <\$15,000	Iron Mountain Off Site Data	11/15/17	IM*0228342	\$ 542.04	IT Maintenance Services
Invoice <\$15,000	iStockphoto LP	11/15/17	IM*0228343	\$ 5,033.00	Other Contractual Services Expense
Invoice <\$15,000	J.J. Keller & Associates, Inc.	11/15/17	IM*0228345	\$ 1,944.96	Instructional Supplies
Invoice <\$15,000	Jack Jones	11/15/17	IM*0228350	\$ 160.00	Consultants Expense
Invoice <\$15,000	Jacob Giblin	11/15/17	IM*E0063968	\$ 1,100.00	Other Conference & Meeting Expense
Employee Reimb	Jacqueline McGrath	11/09/17	IM*E0063899	\$ 792.02	Mileage Out of District/Out of State
Employee Reimb	Jacqueline Reuland	11/16/17	IM*E0064065	\$ 911.85	Tuition Reimbursement-Classified
Invoice <\$15,000	Jacqueline Stryd	11/15/17	IM*0228509	\$ 200.00	Consultants Expense
Invoice <\$15,000	Jacqueline Stryd	11/15/17	IM*0228508	\$ 130.00	Consultants Expense
Invoice <\$15,000	Jacqueline Stryd	11/15/17	IM*0228507	\$ 130.00	Consultants Expense
Employee Reimb	Jacqueline Weaver	11/21/17	IM*E0064173	\$ 190.00	Dues - Faculty
Invoice <\$15,000	Jameco Electronics	11/15/17	IM*0228347	\$ 46.33	Instructional Supplies
Employee Reimb	James Allen	11/16/17	IM*E0064026	\$ 96.20	Dues - Faculty
Employee Reimb	James Filipek	11/30/17	IM*E0064265	\$ 190.47	Mileage In District / In State
Employee Reimb	James Fisher	11/16/17	IM*0228578	\$ 52.75	Mileage In District / In State
Employee Reimb	James Kostick	11/16/17	IM*0228567	\$ 250.00	Tuition Reimbursement-Admin
Employee Reimb	James Tumarch	11/16/17	IM*E0064075	\$ 46.00	Travel - In Dist / In State
Employee Reimb	Jamie Fredericks	11/16/17	IM*E0064042	\$ 117.17	Instructional Supplies
Employee Reimb	Jamie Fredericks	11/09/17	IM*E0063875	\$ 38.97	Instructional Supplies
Employee Reimb	Jamie Johnson	11/21/17	IM*E0064153	\$ 10.17	Mileage In District / In State
Employee Reimb	Jamie Johnson	11/02/17	IM*E0063744	\$ 4.28	Mileage In District / In State
Employee Reimb	Jane Klab	11/09/17	IM*E0063894	\$ 75.00	Dues - Faculty
Employee Reimb	Jane Schubert	11/16/17	IM*E0064099	\$ 4.28	Mileage In District / In State
Employee Reimb	Janet Minion	11/02/17	IM*E0063752	\$ 13.77	Instructional Supplies
Invoice <\$15,000	Janica McGeary	11/15/17	IM*0228397	\$ 130.00	Consultants Expense
Employee Reimb	Janis Slob	11/16/17	IM*0228611	\$ 11.99	Instructional Supplies
Employee Reimb	Jarret Dyer	11/21/17	IM*E0064143	\$ 176.44	Travel - In Dist / In State
Employee Reimb	Jason Florin	11/02/17	IM*E0063736	\$ 169.06	Mileage In District / In State
Employee Reimb	Jason Smart	11/02/17	IM*E0063759	\$ 1,238.14	Travel - Out of State
Employee Reimb	Jeannette Joy	11/21/17	IM*E0064154	\$ 185.61	Travel - In Dist / In State
Employee Reimb	Jeanne Kempick	11/16/17	IM*0228586	\$ 51.01	Mileage In District / In State
Invoice <\$15,000	Jeffrey Orlaby	11/15/17	IM*0228456	\$ 160.00	Consultants Expense
Employee Reimb	Jeffrey Papp	11/16/17	IM*E0064059	\$ 64.22	Mileage In District / In State

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Jelymar Mejia	11/15/17	IM*0228554	\$ 430.64	Conference/Meeting Expense - Local
Invoice <\$15,000	Jen Mayfield	11/15/17	IM*0228396	\$ 120.00	Consultants Expense
Invoice <\$15,000	Jenn Sales Corporation	11/15/17	IM*0228349	\$ 90.00	Instructional Supplies
Employee Reimb	Jennifer Charles	11/16/17	IM*E0064033	\$ 350.00	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Kallay	11/16/17	IM*E0064050	\$ 1,482.32	Travel - Out of State
Employee Reimb	Jennifer McIntosh	11/09/17	IM*E0063900	\$ 130.44	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Piel	11/09/17	IM*E0063908	\$ 1,426.17	Travel - In Dist / In State
Employee Reimb	Jennifer-Anne Hill	11/16/17	IM*0228582	\$ 217.28	Travel - In Dist / In State
Invoice <\$15,000	Jim Kallison	11/15/17	IM*0228355	\$ 160.00	Consultants Expense
Invoice <\$15,000	JMA Construction, Inc.	11/29/17	IM*E0064213	\$ 14,545.00	Building Remodeling Expense
Invoice <\$15,000	JMA Construction, Inc.	11/08/17	IM*E0063816	\$ 5,860.00	IT Maintenance Services
Invoice <\$15,000	JMA Construction, Inc.	11/01/17	IM*E0063887	\$ 10,000.00	IT Maintenance Services
Invoice <\$15,000	John Jakobsza	11/15/17	IM*0228346	\$ 120.00	Consultants Expense
Employee Reimb	John Paris	11/15/17	IM*E0064060	\$ 125.73	Dues - Faculty
Employee Reimb	John Stoddard	11/16/17	IM*E0064072	\$ 30.00	Travel - In Dist / In State
Invoice <\$15,000	John Vito	11/15/17	IM*0228551	\$ 320.00	Consultants Expense
Invoice <\$15,000	Jorge Cuale	11/15/17	IM*0228250	\$ 160.00	Consultants Expense
Employee Reimb	Jose Alvarez	11/16/17	IM*E0064025	\$ 69.93	Conference/Meeting Expense - Local
Employee Reimb	Jose Alvarez	11/09/17	IM*E0063863	\$ 1,258.82	Travel - In Dist / In State
Employee Reimb	Jose Alvarez	11/02/17	IM*E0063724	\$ 36.57	Mileage in District / In State
Employee Reimb	Joseph Cassidy	11/09/17	IM*E0063869	\$ 312.14	Travel - In Dist / In State
Employee Reimb	Joseph Cassidy	11/02/17	IM*E0063729	\$ 50.00	Conference/Meeting Expense - Local
Employee Reimb	Joseph Hopper	11/30/17	IM*E0064270	\$ 725.39	Conference/Meeting Expense - Local
Employee Reimb	Joseph Hopper	11/21/17	IM*E0064151	\$ 581.08	Other Materials & Supplies Expense
Employee Reimb	Joseph Hopper	11/09/17	IM*E0063882	\$ 680.17	Conference/Meeting Expense - Local
Employee Reimb	Joseph Houdek	11/16/17	IM*0228583	\$ 19.80	Mileage in District / In State
Invoice <\$15,000	Joseph Kim	11/15/17	IM*0228359	\$ 120.00	Consultants Expense
Employee Reimb	Joseph Laloria	11/16/17	IM*0228588	\$ 122.22	Instructional Supplies
Employee Reimb	Joseph Miragliotta	11/21/17	IM*E0064158	\$ 988.61	Travel - Out of State
Employee Reimb	Joseph Moran	11/30/17	IM*E0064282	\$ 182.02	Dues - Faculty
Employee Reimb	Joyce Graves	11/30/17	IM*E0064267	\$ 205.00	Dues - Faculty
Invoice <\$15,000	Juan Matule	11/15/17	IM*0228395	\$ 120.00	Consultants Expense
Employee Reimb	Judith Thommes	11/16/17	IM*0228613	\$ 45.97	Conference/Meeting Expense - Local
Employee Reimb	Judith Visciky	11/16/17	IM*0228618	\$ 574.70	Travel - Out of State
Employee Reimb	Judy Turcan-Shoup	11/16/17	IM*0228616	\$ 253.02	Dues - Faculty
Employee Reimb	Julie Gibbs	11/16/17	IM*E0064043	\$ 136.00	Dues - Faculty
Employee Reimb	Julie Gibbs	11/09/17	IM*E0063876	\$ 29.00	Tuition Reimbursement-Faculty
Employee Reimb	Julie Trylak	11/09/17	IM*E0063915	\$ 140.00	Dues - Faculty
Employee Reimb	Justin Witte	11/09/17	IM*E0063918	\$ 219.28	Other Conference & Meeting Expense
Employee Reimb	Justin Witte	11/02/17	IM*E0063764	\$ 369.70	Other Conference & Meeting Expense
Invoice <\$15,000	Kanopy, LLC	11/08/17	IM*E0063817	\$ 252.00	Books and Binding Costs
Employee Reimb	Karen Arantzen	11/16/17	IM*0228572	\$ 164.02	Instructional Supplies
Employee Reimb	Karen Balke	11/16/17	IM*0228573	\$ 1,782.60	Tuition Reimbursement-Faculty
Invoice <\$15,000	Karen Dickelman	11/15/17	IM*E0063934	\$ 1,065.00	Other Contractual Services Expense
Employee Reimb	Karen Kuhn	11/02/17	IM*E0063750	\$ 1,087.42	Travel - Out of State
Invoice <\$15,000	Kathleen Diamond	11/15/17	IM*0228258	\$ 130.00	Consultants Expense
Employee Reimb	Kathleen Luczynski	11/16/17	IM*E0064054	\$ 553.41	Travel - Out of State
Employee Reimb	Kathleen Smid	11/21/17	IM*E0064171	\$ 129.40	Conference/Meeting Expense - Local
Employee Reimb	Kathleen Smid	11/16/17	IM*E0064071	\$ 39.06	Mileage in District / In State
Employee Reimb	Kelly McFadden	11/16/17	IM*0228593	\$ 21.14	Instructional Supplies
Employee Reimb	Kenneth Oranic	11/21/17	IM*E0064165	\$ 305.46	Travel - Out of State
Employee Reimb	Kenneth Scott	11/16/17	IM*E0064070	\$ 768.70	Mileage in District / In State
Invoice <\$15,000	Kent Adhesive Products/Kapco	11/15/17	IM*0228354	\$ 110.73	Office Supplies
Invoice <\$15,000	Kerlyn O'Donnell	11/15/17	IM*0228435	\$ 120.00	Consultants Expense
Employee Reimb	Kevin Fink	11/21/17	IM*E0064148	\$ 921.08	Travel - Out of State
Employee Reimb	Kevin Tyrrell	11/09/17	IM*E0063916	\$ 3,144.00	Funds Held in Custody of Others
Invoice <\$15,000	Key Code Media	11/15/17	IM*0228356	\$ 5,704.00	Non-Capital equipment
Invoice <\$15,000	Rhalef Alalayfeh	11/15/17	IM*0228167	\$ 160.00	Consultants Expense
Invoice <\$15,000	Kiesler's Police Supply, Inc.	11/15/17	IM*0228358	\$ 11,162.75	Inventory
Invoice <\$15,000	Kiesler's Police Supply, Inc.	11/02/17	IM*0227901	\$ 136,641.52	Inventory
Invoice <\$15,000	Kigore International	11/29/17	IM*E0064214	\$ 304.87	Instructional Supplies
Invoice <\$15,000	Kigore International	11/15/17	IM*E0063979	\$ 129.87	Instructional Supplies
Employee Reimb	Kimberly Morris	11/30/17	IM*E0064284	\$ 224.90	Other supplies
Employee Reimb	Kimberly Morris	11/21/17	IM*E0064161	\$ 575.54	Other supplies
Employee Reimb	Kimberly Morris	11/09/17	IM*E0063903	\$ 2,339.34	Other supplies
Employee Reimb	Kimberly Morris	11/02/17	IM*E0063754	\$ 1,822.38	Other supplies
Invoice <\$15,000	Kirk Musgraff	11/08/17	IM*E0063771	\$ 4,250.00	Other Contractual Services Expense
Invoice <\$15,000	Koko's Grill, LLC	11/15/17	IM*0228362	\$ 463.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Krage's Tire Centers Inc.	11/15/17	IM*0228363	\$ 87.50	Vehicle Supplies
Invoice <\$15,000	Kristal Solis	11/15/17	IM*0228510	\$ 425.00	Funds Held in Custody of Others
Employee Reimb	Kristen Kepnick	11/02/17	IM*E0063748	\$ 741.28	Travel - Out of State
Employee Reimb	Kristina Henderson	11/30/17	IM*E0064269	\$ 207.51	Travel - In Dist / In State
Employee Reimb	Kristine Fay	11/16/17	IM*E0064040	\$ 270.20	Travel - Out of State
Invoice <\$15,000	Krueger International, Inc.	11/08/17	IM*E0063818	\$ 2,272.86	Equipment - Office
Invoice <\$15,000	Krueger International, Inc.	11/01/17	IM*E0063688	\$ 1,181.28	Equipment - Office
Invoice <\$15,000	Krystian Krzyzak	11/15/17	IM*0228365	\$ 200.00	Consultants Expense
Employee Reimb	Krystina LaSorsa	11/16/17	IM*E0064053	\$ 26.22	Mileage in District / In State
Employee Reimb	Krystina LaSorsa	11/02/17	IM*E0063751	\$ 31.04	Mileage in District / In State
Invoice <\$15,000	Krzysztof Bajorek	11/15/17	IM*0228196	\$ 120.00	Consultants Expense
Employee Reimb	Kyle Newman	11/16/17	IM*0228603	\$ 864.19	Travel - Out of State
Invoice <\$15,000	Labor Arbitration Institute	11/15/17	IM*0228366	\$ 375.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Labsource	11/15/17	IM*0228367	\$ 564.96	Instructional Supplies
Invoice <\$15,000	Lakeshore Medical Resources, Inc	11/15/17	IM*0228368	\$ 450.00	Maintenance Services Expense
Invoice <\$15,000	Lakeshore Recycling Systems, LLC	11/15/17	IM*0228369	\$ 160.78	Other Materials & Supplies Expense
Employee Reimb	Larinda Olson	11/16/17	IM*E0064038	\$ 922.16	Travel - Out of State
Invoice <\$15,000	Larsen Envelope Co, Inc	11/01/17	IM*E0063689	\$ 2,346.92	Office Supplies
Employee Reimb	Laura Burt-Nicholas	11/30/17	IM*E0064255	\$ 41.98	Tuition Reimbursement-Faculty
Employee Reimb	Laurel Jolly-McCarthy	11/16/17	IM*0228585	\$ 255.00	Instructional Supplies
Employee Reimb	Lauren Morgan	11/30/17	IM*E0064283	\$ 310.05	Travel - In Dist / In State
Employee Reimb	Lauren Morgan	11/20/17	IM*E0064095	\$ 1,410.30	Travel Advances



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH-NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Lauren Morgan	11/16/17	IM*E0064056	\$ 544.05	Conference/Meeting Expense - Local
Employee Reimb	Lauren Morgan	11/02/17	IM*E0063753	\$ 1,014.69	Conference/Meeting Expense - Local
Employee Reimb	Lauretta Jorgensen	11/30/17	IM*E0064274	\$ 148.05	Advertising Expense
Employee Reimb	Lauretta Jorgensen	11/02/17	IM*E0063745	\$ 148.05	Advertising Expense
Invoice <\$15,000	LB Medwaste Services	11/01/17	IM*E0063690	\$ 198.88	Refuse Disposal Expense
Invoice <\$15,000	Lead365, LLC	11/15/17	IM*E0063984	\$ 2,645.00	Mileage Out of District/Out of State
Invoice <\$15,000	Laann Surmin	11/15/17	IM*E00628524	\$ 160.00	Consultants Expense
Employee Reimb	Lee Kesselman	11/30/17	IM*E0064277	\$ 119.00	Dues - Faculty
Employee Reimb	Lee Kesselman	11/16/17	IM*E0064051	\$ 70.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Lee Norman	11/08/17	IM*E0063773	\$ 350.00	Other Contractual Services Expense
Invoice <\$15,000	Len's Ace Hardware, Inc.	11/21/17	IM*E0064101	\$ 99.51	Other supplies
Invoice <\$15,000	Len's Ace Hardware-Glen Ellyn	11/15/17	IM*E00628371	\$ 358.72	Instructional Supplies
Invoice <\$15,000	Lex Meel, LTD	11/15/17	IM*E00628373	\$ 5,570.46	Instructional Supplies
Invoice <\$15,000	Liberty Chevrolet, Inc.	11/15/17	IM*E00628374	\$ 666.87	Maintenance Services Expense
Invoice <\$15,000	Lincoln Library	11/15/17	IM*E00628376	\$ 26.95	Other Contractual Services Expense
Employee Reimb	Linda Jenkins	11/16/17	IM*E00628584	\$ 192.50	Tuition Reimbursement-CODA
Employee Reimb	Linda Nejman	11/16/17	IM*E00628602	\$ 296.35	Travel - In Dist / In State
Employee Reimb	Linda Sands-Vankark	11/09/17	IM*E00639111	\$ 13.50	Travel - In Dist / In State
Employee Reimb	Lisa Ely	11/30/17	IM*E0064263	\$ 226.86	Mileage In District / In State
Employee Reimb	Lisa Haegle	11/21/17	IM*E0064148	\$ 1,054.15	Travel - Out of State
Employee Reimb	Lisa Higgins	11/16/17	IM*E0064047	\$ 25.57	Other supplies
Employee Reimb	Lisa Higgins	11/09/17	IM*E0063981	\$ 1,330.25	Travel - In Dist / In State
Employee Reimb	Lisa Vondra	11/21/17	IM*E0064172	\$ 34.78	Mileage In District / In State
Employee Reimb	Lisa Vondra	11/16/17	IM*E0064076	\$ 48.16	Mileage In District / In State
Employee Reimb	Lisa Vondra	11/09/17	IM*E0063917	\$ 1,250.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Usle Area Chamber of	11/08/17	IM*E0063819	\$ 25.00	Dues
Invoice <\$15,000	Usle-Woodridge Fire Protection District	11/15/17	IM*E00628377	\$ 500.00	Maintenance Services Expense
Invoice <\$15,000	UMP Services	11/15/17	IM*E00628378	\$ 482.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Lombard Toyota	11/15/17	IM*E00628379	\$ 155.44	Purchase for Resale
Invoice <\$15,000	Loop Acrylics, Inc.	11/08/17	IM*E0063820	\$ 2,187.00	Other Contractual Services Expense
Employee Reimb	Lori Palnaude	11/16/17	IM*E0064061	\$ 25.15	Mileage In District / In State
Employee Reimb	Lucille Mok	11/16/17	IM*E00628600	\$ 376.85	Dues - Faculty
Invoice <\$15,000	Luis Santilan	11/15/17	IM*E00628495	\$ 100.00	Other Contractual Services Expense
Employee Reimb	Lynda Randa	11/21/17	IM*E0064168	\$ 79.91	Travel - In Dist / In State
Employee Reimb	Lynda Randa	11/09/17	IM*E0063909	\$ 565.36	Travel - Out of State
Invoice <\$15,000	M M Midwest Trading LLC	11/15/17	IM*E00628383	\$ 448.00	Conference/Meeting Expense - Local
Invoice <\$15,000	M&M The Special Events Company	11/29/17	IM*E0064215	\$ 459.46	Other Contractual Services Expense
Invoice <\$15,000	M&M The Special Events Company	11/15/17	IM*E0063980	\$ 6,236.92	Conference/Meeting Expense - Local
Invoice <\$15,000	Mack Avenue Records II, LLC	11/15/17	IM*E00628384	\$ 163.83	Advertising Expense
Invoice <\$15,000	Madina Fiaz	11/15/17	IM*E00628281	\$ 350.00	Consultants Expense
Employee Reimb	Maki Jurisic	11/09/17	IM*E0063989	\$ 713.39	Travel - Out of State
Invoice <\$15,000	Maquet Medical Systems USA	11/15/17	IM*E00628385	\$ 1,578.78	Instructional Supplies
Invoice <\$15,000	Marberry Cleaning Family	11/15/17	IM*E00628386	\$ 76.20	Maintenance Services Expense
Employee Reimb	Marcelia Nowak	11/16/17	IM*E00628604	\$ 42.53	Tuition Reimbursement-Classified
Employee Reimb	Marco Benassi	11/16/17	IM*E00640028	\$ 821.17	Travel - Out of State
Employee Reimb	Marelena Sandy	11/09/17	IM*E0063912	\$ 47.20	Conference/Meeting Expense - Local
Employee Reimb	Maren McKellin	11/16/17	IM*E0064055	\$ 4,824.38	Travel - Out of State
Employee Reimb	Maren McKellin	11/09/17	IM*E0063901	\$ 27.98	Other Conference & Meeting Expense
Invoice <\$15,000	Margaret Gawnrych	11/15/17	IM*E00628298	\$ 1,100.00	Other Conference & Meeting Expense
Employee Reimb	Margaret Hernandez	11/16/17	IM*E00628581	\$ 215.61	Mileage Out of District/Out of State
Employee Reimb	Maria Carr	11/16/17	IM*E0064030	\$ 890.09	Travel - Out of State
Invoice <\$15,000	Marianna Industries, Inc.	11/29/17	IM*E0064216	\$ 24.86	Instructional Supplies
Invoice <\$15,000	Mariyn O. Marshall	11/20/17	IM*E00628638	\$ 238.00	Wage Assignments
Invoice <\$15,000	Mariyn O. Marshall	11/10/17	IM*E00628054	\$ 238.00	Wage Assignments
Invoice <\$15,000	Mario's Carl Lic	11/15/17	IM*E00628387	\$ 595.00	Other Conference & Meeting Expense
Invoice <\$15,000	Mark Febonio	11/15/17	IM*E00628279	\$ 430.00	Consultants Expense
Invoice <\$15,000	Mark Foss	11/15/17	IM*E00628290	\$ 2,345.00	Other Contractual Services Expense
Employee Reimb	Mark Glenn	11/02/17	IM*E0063738	\$ 100.00	Tuition Reimbursement-CODA
Employee Reimb	Mark Pearson	11/02/17	IM*E0063756	\$ 156.76	Mileage In District / In State
Employee Reimb	Mark Rudisill	11/16/17	IM*E00628609	\$ 725.00	Dues - Faculty
Invoice <\$15,000	Market Lab	11/15/17	IM*E00628388	\$ 2,367.53	Instructional Supplies
Invoice <\$15,000	Market Mapping Plus	11/08/17	IM*E0063821	\$ 3,405.00	Other Contractual Services Expense
Invoice <\$15,000	Marktron Broadcast Solutions	11/15/17	IM*E00628389	\$ 294.00	Maintenance Services Expense
Invoice <\$15,000	Marsh USA, Inc.	11/15/17	IM*E00628390	\$ 2,573.00	Workers Compensation Insurance
Employee Reimb	Martin Bartz	11/09/17	IM*E0063864	\$ 110.74	Travel - Out of State
Invoice <\$15,000	Martina Mathisen	11/15/17	IM*E00628392	\$ 250.00	Other Conference & Meeting Expense
Invoice <\$15,000	Marvin Shade	11/15/17	IM*E00628500	\$ 160.00	Consultants Expense
Employee Reimb	Mary Brew	11/09/17	IM*E0063866	\$ 296.35	Travel - In Dist / In State
Invoice <\$15,000	Mary Calcagno	11/15/17	IM*E00628223	\$ 663.30	Retiree Healthcare Payments
Employee Reimb	Mary Cicchetti	11/16/17	IM*E00628576	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Mary Konkai	11/30/17	IM*E0064278	\$ 158.37	Mileage In District / In State
Employee Reimb	Mary Moore	11/16/17	IM*E00628601	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Mary Sgarolo	11/16/17	IM*E00628610	\$ 30.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Matco Tools Corporation	11/15/17	IM*E00628391	\$ 22.40	Maintenance Services Expense
Invoice <\$15,000	MATI Coffee	11/15/17	IM*E00628393	\$ 150.00	Maintenance Services Expense
Invoice <\$15,000	Matthew Bender & Co., Inc.	11/15/17	IM*E00628394	\$ 556.99	Books and Binding Costs
Employee Reimb	Matthew Foster	11/30/17	IM*E0064266	\$ 2,796.87	Travel - Out of State
Employee Reimb	Matthew Rahn	11/16/17	IM*E00628608	\$ 348.85	Travel - In Dist / In State
Employee Reimb	Maureen McBeth	11/21/17	IM*E0064157	\$ 182.45	Dues - Faculty
Employee Reimb	Maureen Milacek	11/21/17	IM*E0064159	\$ 271.14	Conference/Meeting Expense - Local
Employee Reimb	Maureen Waller	11/02/17	IM*E0063762	\$ 257.40	Mileage In District / In State
Employee Reimb	Mauro Crestani	11/09/17	IM*E0063873	\$ 332.55	Travel - Out of State
Employee Reimb	Mauro Crestani	11/02/17	IM*E0063733	\$ 666.59	Travel - Out of State
Invoice <\$15,000	McGraw Hill Global Education, Inc.	11/15/17	IM*E00628398	\$ 393.30	Books and Binding Costs
Invoice <\$15,000	McKesson General Medical Corporation	11/15/17	IM*E00628399	\$ 10.76	Instructional Supplies
Invoice <\$15,000	McMaster Carr Supply	11/15/17	IM*E00628400	\$ 8,003.83	Equipment - Instructional
Invoice <\$15,000	Media Sullie, Inc.	11/01/17	IM*E0063691	\$ 400.00	Other Contractual Services Expense
Invoice <\$15,000	Medical Assisting Education Review Board	11/15/17	IM*E00628402	\$ 1,200.00	Dues
Invoice <\$15,000	Medical Shipment Llc	11/08/17	IM*E0063822	\$ 289.50	Maintenance Services Expense
Invoice <\$15,000	Medline Industries	11/15/17	IM*E00628403	\$ 331.40	Instructional Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Megan Zale	11/02/17	IM*E0063765	\$ 543.31	Travel - Out of State
Employee Reimb	Meissa Henry	11/09/17	IM*E0063880	\$ 315.66	Mileage In District / In State
Employee Reimb	Meissa Schertz	11/21/17	IM*E0064170	\$ 41.91	Office Supplies
Employee Reimb	Meissa Schertz	11/16/17	IM*E0064068	\$ 4.28	Mileage In District / In State
Invoice <\$15,000	Mendel Plumbing & Heating, Inc.	11/15/17	IM*0228404	\$ 4,400.00	Other Contractual Services Expense
Invoice <\$15,000	Meyer Entertainment Group	11/15/17	IM*0228405	\$ 7,500.00	Other Contractual Services Expense
Employee Reimb	Mia Igyario	11/09/17	IM*E0063886	\$ 155.69	Mileage In District / In State
Invoice <\$15,000	Mi-Box	11/15/17	IM*0228406	\$ 198.00	Rental Facility
Employee Reimb	Michael Cornwood	11/30/17	IM*E0064260	\$ 8.56	Mileage In District / In State
Employee Reimb	Michael Cornwood	11/21/17	IM*E0064142	\$ 4.28	Mileage In District / In State
Employee Reimb	Michael Cornwood	11/16/17	IM*E0064035	\$ 8.56	Mileage In District / In State
Employee Reimb	Michael Cornwood	11/09/17	IM*E0063872	\$ 17.12	Mileage In District / In State
Employee Reimb	Michael Moon	11/21/17	IM*E0064160	\$ 229.70	Other supplies
Invoice <\$15,000	Michael Przybylski	11/15/17	IM*0228470	\$ 120.00	Consultants Expense
Employee Reimb	Michael Wolkowitz	11/16/17	IM*0228621	\$ 21.40	Mileage In District / In State
Invoice <\$15,000	Micro Center Sales Corporation	11/15/17	IM*0228407	\$ 749.98	IT Maintenance Services
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/15/17	IM*E0063981	\$ 601.25	Maintenance Services Expense
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/08/17	IM*E0063823	\$ 152.15	Maintenance Services Expense
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/01/17	IM*E0063692	\$ 370.00	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	11/21/17	IM*E0064119	\$ 8,307.91	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	11/08/17	IM*E0063824	\$ 8,130.80	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	11/01/17	IM*E0063693	\$ 8,714.30	Custodial Services
Invoice <\$15,000	Midwest Capital Managers	11/20/17	IM*0228639	\$ 177.75	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	11/10/17	IM*0228655	\$ 177.75	Wage Assignments
Invoice <\$15,000	Midwest Imports	11/29/17	IM*E0064217	\$ 1,346.01	Instructional Supplies
Invoice <\$15,000	Midwest Imports	11/08/17	IM*E0063825	\$ 135.74	Instructional Supplies
Invoice <\$15,000	Midwest Moving & Storage, Inc.	11/21/17	IM*E0064120	\$ 4,992.00	Equipment - Office
Invoice <\$15,000	Miguel Panduro	11/15/17	IM*0228460	\$ 640.00	Consultants Expense
Invoice <\$15,000	Mills Entertainment, LLC	11/06/17	IM*0227926	\$ 1,900.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Minilix	11/15/17	IM*0228409	\$ 485.00	Office Supplies
Invoice <\$15,000	Minnesota Public Radio	11/15/17	IM*0228410	\$ 118.50	Other Contractual Services Expense
Invoice <\$15,000	Minnesota State Colleges and Universities	11/29/17	IM*0229165	\$ 3,000.00	Funds Held in Custody of Others
Employee Reimb	Mitzi Thomas	11/16/17	IM*0228612	\$ 164.79	Mileage In District / In State
Invoice <\$15,000	Monica Eng	11/09/17	IM*0228043	\$ 1,000.00	Other Contractual Services Expense
Invoice <\$15,000	Monoprice, Inc.	11/29/17	IM*E0064218	\$ 171.51	Equipment - Instructional
Invoice <\$15,000	Monoprice, Inc.	11/08/17	IM*E0063826	\$ 401.38	Maintenance Services Expense
Invoice <\$15,000	Monoprice, Inc.	11/01/17	IM*E0063694	\$ 1,583.12	Non-Capital equipment
Invoice <\$15,000	Moore Medical, LLC	11/15/17	IM*0228413	\$ 312.00	Instructional Supplies
Invoice <\$15,000	Molama Music LLC	11/15/17	IM*0228414	\$ 159.66	Advertising Expense
Invoice <\$15,000	Molton Industries	11/15/17	IM*0228415	\$ 66.10	Maintenance Supplies
Invoice <\$15,000	Motorola Solutions	11/29/17	IM*E0064219	\$ 1,224.00	Other Contractual Services Expense
Invoice <\$15,000	Motorola Solutions	11/08/17	IM*E0063827	\$ 1,224.00	Other Contractual Services Expense
Invoice <\$15,000	Mouser Electronics	11/29/17	IM*E0064220	\$ 46.24	Instructional Supplies
Invoice <\$15,000	Mouser Electronics	11/15/17	IM*E0063983	\$ 101.51	Instructional Supplies
Invoice <\$15,000	Mouser Electronics	11/08/17	IM*E0063828	\$ 264.98	Instructional Supplies
Invoice <\$15,000	Mouser Electronics	11/01/17	IM*E0063695	\$ 25.30	Instructional Supplies
Invoice <\$15,000	Mr. Davids Flooring International LLC	11/15/17	IM*0228416	\$ 2,029.00	Other Contractual Services Expense
Employee Reimb	Ms Lorena Jane Sarber	11/09/17	IM*E0063913	\$ 670.58	Travel - Out of State
Invoice <\$15,000	MSC Industrial Supply	11/15/17	IM*0228417	\$ 3,829.09	Instructional Supplies
Invoice <\$15,000	Muhammad Ahmed	11/15/17	IM*0228161	\$ 25.64	Funds Held in Custody of Others
Invoice <\$15,000	My Chef Station, LLC	11/21/17	IM*E0064121	\$ 210.00	Instructional Service Contracts
Employee Reimb	Nancy Keller	11/09/17	IM*E0063891	\$ 55.52	Mileage In District / In State
Invoice <\$15,000	NAPCO Steel	11/29/17	IM*E0064221	\$ 4,189.15	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/15/17	IM*E0063985	\$ 3,681.25	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/08/17	IM*E0063829	\$ 6,109.55	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/01/17	IM*E0063696	\$ 1,155.60	Instructional Supplies
Invoice <\$15,000	Naperville Chamber of Commerce	11/29/17	IM*E0064222	\$ 25.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Nashua Corporation	11/15/17	IM*0228419	\$ 2,181.00	Printing Expense
Invoice <\$15,000	National Association for College Admission Counseling	11/01/17	IM*E0063697	\$ 750.00	Dues
Invoice <\$15,000	National Construction Rentals, Inc.	11/15/17	IM*0228420	\$ 696.50	Other Conference & Meeting Expense
Invoice <\$15,000	National Geographic Partners, Inc.	11/29/17	IM*E0064223	\$ 14,000.00	Other Contractual Services Expense
Invoice <\$15,000	National League for Nursing, Inc.	11/15/17	IM*0228421	\$ 1,730.00	Dues
Invoice <\$15,000	National Pen Co, LLC	11/15/17	IM*0228422	\$ 657.30	Advertising Expense
Invoice <\$15,000	Navia Benefit Solutions	11/20/17	IM*E0064088	\$ 11,401.25	Flexible Spending Accounts
Invoice <\$15,000	Navia Benefit Solutions	11/16/17	IM*E0064081	\$ 1,769.25	HSA Admin Fees
Invoice <\$15,000	Navia Benefit Solutions	11/10/17	IM*E0063929	\$ 11,408.62	Flexible Spending Accounts
Invoice <\$15,000	Naxos of America, Inc.	11/15/17	IM*0228423	\$ 781.32	Advertising Expense
Invoice >\$15,000	NCR Local Chicago	11/02/17	IM*E0063768	\$ 24,492.77	Equipment - Instructional
Invoice <\$15,000	NCS Pearson Inc.	11/21/17	IM*0229126	\$ 1,650.00	Instructional Supplies
Invoice <\$15,000	Neal Sales-Griffin	11/16/17	IM*0228622	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	Neuco	11/08/17	IM*E0063830	\$ 154.64	Maintenance Supplies
Invoice <\$15,000	New Atlanta Communications	11/15/17	IM*0228426	\$ 1,000.00	IT Maintenance Services
Invoice <\$15,000	New Day Films	11/15/17	IM*0228427	\$ 104.10	Books and Binding Costs
Invoice <\$15,000	New Dimensions Management Systems, Inc.	11/15/17	IM*0228428	\$ 7,338.00	Equipment - Instructional
Invoice <\$15,000	New Readers Press	11/15/17	IM*0228431	\$ 112.22	Instructional Supplies
Invoice <\$15,000	New Readers Press	11/15/17	IM*0228430	\$ 4,412.78	Instructional Supplies
Invoice <\$15,000	Newark Electronics	11/15/17	IM*0228432	\$ 146.91	IT Maintenance Services
Invoice <\$15,000	Next Hill Productions, LLC	11/15/17	IM*0228484	\$ 7,200.00	Other Contractual Services Expense
Invoice >\$15,000	Nicor Enerchange	11/15/17	IM*E0064021	\$ 39,151.80	Gas Expense
Invoice <\$15,000	Nicor Gas	11/15/17	IM*E0064022	\$ 14,040.53	Gas Expense
Invoice <\$15,000	Normal, LLC	11/15/17	IM*0228433	\$ 1,400.00	Printing Expense
Invoice <\$15,000	North American	11/15/17	IM*E0063986	\$ 2,640.50	Maintenance Supplies
Invoice <\$15,000	North American	11/08/17	IM*E0063831	\$ 1,445.58	Maintenance Supplies
Invoice <\$15,000	North East Multi Regional Training	11/15/17	IM*0228425	\$ 2,375.00	Other Conference & Meeting Expense
Invoice <\$15,000	North Light Color	11/01/17	IM*E0063698	\$ 480.00	Office Supplies
Invoice <\$15,000	Octavio Herrera	11/15/17	IM*0228318	\$ 160.00	Consultants Expense
Invoice <\$15,000	OEI Products	11/15/17	IM*E0063968	\$ 174.30	Maintenance Supplies
Invoice <\$15,000	OEI Products	11/01/17	IM*E0063699	\$ 308.55	Instructional Supplies
Invoice <\$15,000	Office Depot	11/15/17	IM*0228436	\$ 14,115.57	Office Supplies
Invoice <\$15,000	Office of Glenn B. Stearns	11/20/17	IM*0228640	\$ 913.85	Wage Assignments



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH-NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Office of Glenn B. Stearns	11/10/17	IM*0228056	\$ 913.85	Wage Assignments
Invoice <\$15,000	Ohio Child Support Payment Central (CSPC)	11/10/17	IM*0228057	\$ 374.16	Wage Assignments
Invoice <\$15,000	Olsson Roofing Company, Inc.	11/15/17	IM*E0063949	\$ 933.75	Facilities Maintenance Service Expense
Invoice <\$15,000	Olympia Maintenance, Inc.	11/08/17	IM*E0063832	\$ 4,195.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Omnigraphics, Inc.	11/15/17	IM*0228452	\$ 141.55	Books and Binding Costs
Invoice <\$15,000	Only, Inc.	11/29/17	IM*E0064225	\$ 737.79	Other Contractual Services Expense
Invoice <\$15,000	Open Table, Inc.	11/15/17	IM*0228453	\$ 307.50	Other Contractual Services Expense
Invoice <\$15,000	Opus 3 Artists LLC	11/15/17	IM*0228454	\$ 10,000.00	Other Contractual Services Expense
Invoice <\$15,000	Oracle America, Inc.	11/15/17	IM*0228455	\$ 10,794.60	IT Maintenance Services
Invoice <\$15,000	O'Reilly Auto Parts	11/29/17	IM*E0064224	\$ 626.79	Vehicle Supplies
Invoice <\$15,000	O'Reilly Auto Parts	11/15/17	IM*E0063967	\$ 625.83	Vehicle Supplies
Invoice <\$15,000	OverDrive, Inc.	11/15/17	IM*0228457	\$ 210.47	Books and Binding Costs
Invoice <\$15,000	Pace Systems, Inc.	11/15/17	IM*0228458	\$ 640.00	IT Maintenance Services
Invoice <\$15,000	Pace Systems, Inc.	11/13/17	IM*0228065	\$ 49,758.00	Equipment - Instructional
Invoice <\$15,000	PACHS IV/Cadence Occupational Health	11/15/17	IM*0228459	\$ 2,462.33	Instructional Service Contracts
Invoice <\$15,000	Packey Webb Ford	11/29/17	IM*E0064226	\$ 76.87	Vehicle Supplies
Invoice <\$15,000	Packey Webb Ford	11/01/17	IM*E0063700	\$ 112.88	Purchase for Resale
Invoice <\$15,000	Paddock Publications	11/29/17	IM*E0064227	\$ 131.10	Instructional Supplies
Invoice <\$15,000	Paddock Publications	11/21/17	IM*E0064122	\$ 2,735.00	Advertising Expense
Invoice <\$15,000	Paddock Publications	11/15/17	IM*E0063990	\$ 3,447.04	Printing Expense
Invoice <\$15,000	Paddock Publications	11/08/17	IM*E0063833	\$ 661.35	Advertising Expense
Invoice <\$15,000	Paddock Publications	11/01/17	IM*E0063701	\$ 186.30	Advertising Expense
Employee Reimb	Pacio Mazza	11/18/17	IM*0228591	\$ 1,127.22	Travel - Out of State
Invoice <\$15,000	Paperclip Communications	11/15/17	IM*0228461	\$ 389.00	Instructional Supplies
Invoice <\$15,000	Parts Town, LLC	11/08/17	IM*E0063834	\$ 68.37	Maintenance Services Expense
Invoice <\$15,000	Party People Rental	11/15/17	IM*E0063991	\$ 1,098.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Pasco Scientific Company	11/29/17	IM*E0064228	\$ 361.00	Instructional Supplies
Invoice <\$15,000	Pasco Scientific Company	11/15/17	IM*E0063992	\$ 329.00	Instructional Supplies
Invoice <\$15,000	Pasco Scientific Company	11/01/17	IM*E0063702	\$ 93.00	Instructional Supplies
Employee Reimb	Patricia O'Shaughnessy	11/16/17	IM*0228605	\$ 192.85	Conference/Meeting Expense - Local
Invoice <\$15,000	Patrick Rock	11/15/17	IM*0228485	\$ 130.00	Consultants Expense
Invoice <\$15,000	Pattan Industries Inc.	11/15/17	IM*0228462	\$ 2,347.84	Facilities Maintenance Service Expense
Invoice <\$15,000	Patterson Dental	11/08/17	IM*E0063835	\$ 627.75	Instructional Supplies
Invoice <\$15,000	Paul Tenzillo	11/21/17	IM*E0064097	\$ 160.00	Consultants Expense
Invoice <\$15,000	Paul Tenzillo	11/08/17	IM*E0063776	\$ 160.00	Consultants Expense
Invoice <\$15,000	Paul Vanek	11/15/17	IM*0228547	\$ 120.00	Consultants Expense
Invoice <\$15,000	Paula Cebula	11/15/17	IM*E0063933	\$ 3,200.00	Other Contractual Services Expense
Invoice <\$15,000	Pauline Gagnon	11/21/17	IM*0229130	\$ 1,200.00	Conference/Meeting Expense - Local
Invoice <\$15,000	PC NameTag Inc.	11/15/17	IM*0228463	\$ 897.82	Instructional Supplies
Invoice <\$15,000	Pennsylvania SCDU	11/20/17	IM*0228641	\$ 542.39	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	11/10/17	IM*0228058	\$ 542.39	Wage Assignments
Invoice <\$15,000	Pepsi Purchases	11/15/17	IM*0228464	\$ 586.65	Purchase for Resale
Invoice <\$15,000	Perkins + Will, Inc.	11/15/17	IM*E0063994	\$ 4,852.95	Building Remodeling Expense
Invoice <\$15,000	Perkins + Will, Inc.	11/08/17	IM*E0063836	\$ 1,162.75	Architectural Services Expense
Invoice <\$15,000	Peter Blair	11/15/17	IM*0228209	\$ 320.00	Consultants Expense
Invoice <\$15,000	Phil Pupillo	11/15/17	IM*0228474	\$ 110.00	Consultants Expense
Invoice <\$15,000	Philip Coughlin	11/15/17	IM*0228244	\$ 120.00	Consultants Expense
Employee Reimb	Philip Zuber	11/18/17	IM*E0064078	\$ 238.44	Advertising Expense
Invoice <\$15,000	Pierogi Wagon, LLC	11/08/17	IM*E0063837	\$ 413.00	Conference/Meeting Expense - Local
Employee Reimb	Pierre Michiels	11/16/17	IM*0228596	\$ 131.26	Other Conference & Meeting Expense
Invoice <\$15,000	Playbill Incorporated	11/29/17	IM*E0064229	\$ 1,602.90	Advertising Expense
Invoice <\$15,000	Playbill Incorporated	11/15/17	IM*E0063995	\$ 1,602.90	Advertising Expense
Invoice <\$15,000	Pocket Nurse	11/21/17	IM*E0064123	\$ 151.48	Instructional Supplies
Invoice <\$15,000	Pocket Nurse	11/01/17	IM*E0063703	\$ 247.44	Instructional Supplies
Invoice <\$15,000	Poracky and Associates, LTD	11/15/17	IM*0228465	\$ 40.00	Refuse Disposal Expense
Invoice <\$15,000	Positive Promotions	11/29/17	IM*E0064230	\$ 124.95	Instructional Supplies
Invoice <\$15,000	Post Up Stand	11/01/17	IM*E0063704	\$ 271.00	Other supplies
Invoice <\$15,000	Postmaster - Glen Ellyn	11/07/17	IM*0227930	\$ 49,000.00	USPS Prepaid
Invoice <\$15,000	Power Graphics Digital Imaging	11/03/17	IM*0227907	\$ 72.05	Advertising Expense
Invoice <\$15,000	Praxair/Gas Tech	11/15/17	IM*0228466	\$ 2,505.65	Instructional Supplies
Invoice <\$15,000	Pramatha Mory	11/15/17	IM*0228412	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	11/29/17	IM*E0064183	\$ 375.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	11/21/17	IM*E0064096	\$ 750.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	11/08/17	IM*E0063774	\$ 2,937.50	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	11/01/17	IM*E0063657	\$ 375.00	Other Contractual Services Expense
Invoice <\$15,000	Presstek Holdings, Inc.	11/15/17	IM*0228467	\$ 1,806.93	Maintenance Services Expense
Invoice <\$15,000	PRETRAX, INC.	11/15/17	IM*0228468	\$ 2,235.88	Other Contractual Services Expense
Invoice <\$15,000	Pro Education Solutions Inc.	11/08/17	IM*E0063838	\$ 2,682.00	Other Contractual Services Expense
Invoice <\$15,000	Proforma Century Promotions	11/15/17	IM*0228469	\$ 469.80	Instructional Supplies
Invoice <\$15,000	PT Holdings LLC	11/15/17	IM*0228471	\$ 1,710.00	Maintenance Services Expense
Invoice <\$15,000	Public Safety Communication	11/15/17	IM*0228472	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	QuadMed, Inc.	11/15/17	IM*0228475	\$ 152.85	Instructional Supplies
Invoice <\$15,000	Quality Lift Truck Service, Inc.	11/15/17	IM*0228476	\$ 1,189.12	Maintenance Supplies
Invoice <\$15,000	Quinlan & Fabish Music Company, Inc.	11/15/17	IM*0228477	\$ 1,590.00	Other Contractual Services Expense
Invoice <\$15,000	Radiation Detection Company	11/15/17	IM*0228478	\$ 670.50	Instructional Supplies
Invoice <\$15,000	Radio Aids, Inc.	11/08/17	IM*E0063839	\$ 18.00	Other Contractual Services Expense
Invoice <\$15,000	Ramiro Talavera	11/15/17	IM*0228528	\$ 120.00	Consultants Expense
Invoice >\$15,000	Rathje & Woodward, LLC	11/21/17	IM*E0064176	\$ 21,425.88	Legal Services Expense
Employee Reimb	Raul Valladares	11/16/17	IM*0228617	\$ 125.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Ray O'Herron Co., Inc.	11/29/17	IM*E0064231	\$ 273.95	Instructional Supplies
Invoice <\$15,000	Ray O'Herron Co., Inc.	11/01/17	IM*E0063705	\$ 523.42	Other supplies
Invoice <\$15,000	Reed Illinois Corporation	11/15/17	IM*0228480	\$ 13,821.00	Building Remodeling Expense
Invoice <\$15,000	Reinders, Inc.	11/29/17	IM*E0064232	\$ 65.71	Maintenance Supplies
Invoice <\$15,000	Reinders, Inc.	11/15/17	IM*E0063996	\$ 80.45	Maintenance Supplies
Invoice >\$15,000	Reliance Standard Life Insurance Company	11/16/17	IM*0228626	\$ 44,332.01	Life Insurance
Employee Reimb	Renee Oakley	11/16/17	IM*0228606	\$ 26.75	Mileage In District / In State
Invoice <\$15,000	Reserve Account	11/06/17	IM*0227908	\$ 10,000.00	Pitney Bowes Prepaid
Invoice <\$15,000	Revere Electric Supply	11/15/17	IM*0228482	\$ 1,507.11	Instructional Supplies
Invoice <\$15,000	Rhonda Williams	11/15/17	IM*0228564	\$ 200.00	Consultants Expense
Invoice <\$15,000	Rich Goodwin	11/15/17	IM*0228302	\$ 160.00	Consultants Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Ricky Mohammed	11/15/17	IM*0228411	\$ 2,200.00	Retiree Healthcare Payments
Employee Reimb	Rita Haake	11/21/17	IM*E0064147	\$ 49.59	Mileage In District / In State
Employee Reimb	Rita Haake	11/02/17	IM*E0063742	\$ 133.46	Mileage In District / In State
Invoice <\$15,000	Riverside Technologies, Inc.	11/29/17	IM*E0064233	\$ 258.00	Maintenance Services Expense
Invoice >\$15,000	Riverside Technologies, Inc.	11/21/17	IM*E0064180	\$ 19,793.28	Equipment - Instructional
Invoice <\$15,000	Riverside Technologies, Inc.	11/21/17	IM*E0064124	\$ 864.00	Non-Capital equipment
Invoice <\$15,000	Riverside Technologies, Inc.	11/15/17	IM*E0063997	\$ 9,768.00	Non-Capital equipment
Invoice <\$15,000	Riverside Technologies, Inc.	11/08/17	IM*E0063840	\$ 13,230.00	Non-Capital equipment
Invoice >\$15,000	Riverside Technologies, Inc.	11/01/17	IM*E0063721	\$ 17,604.00	Non-Capital equipment
Invoice <\$15,000	Riverside Technologies, Inc.	11/01/17	IM*E0063706	\$ 14,741.00	Non-Capital equipment
Invoice <\$15,000	Rma Supply	11/29/17	IM*E0064234	\$ 155.69	Instructional Supplies
Invoice <\$15,000	Rma Supply	11/06/17	IM*E0063841	\$ 77.00	Instructional Supplies
Employee Reimb	Robert Clark	11/21/17	IM*E0064141	\$ 451.64	Maintenance Supplies
Employee Reimb	Robert Murr	11/21/17	IM*E0064162	\$ 270.00	Other Materials & Supplies Expense
Employee Reimb	Rodney Buck	11/09/17	IM*E0063867	\$ 527.25	Travel - Out of State
Invoice <\$15,000	Rogers Athletics	11/15/17	IM*0228486	\$ 1,850.00	Non-Capital equipment
Invoice <\$15,000	Rogue Curbside Kitchen	11/15/17	IM*0228195	\$ 433.00	Conference/Meeting Expense - Local
Employee Reimb	Roland Raffel	11/16/17	IM*0228607	\$ 2,156.89	Advertising Expense
Employee Reimb	Ronald Horan	11/09/17	IM*E0063863	\$ 49.36	Mileage In District / In State
Invoice <\$15,000	Roxy Media LLC	11/15/17	IM*0228487	\$ 256.00	Books and Binding Costs
Invoice <\$15,000	Roy Houff Company, LLC	11/29/17	IM*E0064235	\$ 148.85	Instructional Supplies
Invoice <\$15,000	Roy Houff Company, LLC	11/08/17	IM*E0063842	\$ 573.40	Conference/Meeting Expense - Local
Invoice <\$15,000	Roy McGrath	11/14/17	IM*0228094	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	RPC Leadership Associates, Inc.	11/15/17	IM*0228483	\$ 1,500.00	Instructional Services Contracts
Invoice <\$15,000	Rumple Shirt Sdn, Inc.	11/15/17	IM*0228488	\$ 111.00	Other supplies
Invoice <\$15,000	Run With It, LLC	11/15/17	IM*0228408	\$ 1,900.00	Other Contractual Services Expense
Invoice <\$15,000	Russo Power Equipment	11/29/17	IM*E0064236	\$ 3,583.99	Maintenance Supplies
Invoice <\$15,000	Ruthless New Orleans Cuisine, LLC	11/15/17	IM*0228228	\$ 322.00	Conference/Meeting Expense - Local
Invoice <\$15,000	S.J. Carlson Fire Protection	11/15/17	IM*0228489	\$ 3,464.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Saika Khan	11/15/17	IM*0228357	\$ 120.67	Conference/Meeting Expense - Local
Invoice <\$15,000	Sai-T-Gard International, Inc.	11/29/17	IM*E0064237	\$ 77.51	Maintenance Supplies
Invoice <\$15,000	Sage Publications, Inc.	11/15/17	IM*0228490	\$ 1,070.00	Books and Binding Costs
Invoice <\$15,000	Sally Beauty Supply	11/06/17	IM*0227927	\$ 840.17	Instructional Supplies
Employee Reimb	Sally Fairbank	11/20/17	IM*E0064264	\$ 104.77	Mileage In District / In State
Employee Reimb	Sally Fairbank	11/21/17	IM*E0064145	\$ 809.10	Travel - Out of State
Invoice <\$15,000	Salt Creek Music Teachers Association	11/15/17	IM*0228492	\$ 2,568.91	Art Center Deposit Liability
Invoice <\$15,000	Salvation Army-Army Lake Camp	11/15/17	IM*0228493	\$ 423.00	Travel - Out of State
Invoice <\$15,000	Sam Carbis Solutions Group, LLC	11/15/17	IM*0228494	\$ 149.41	Instructional Supplies
Employee Reimb	Sandra Heimermann	11/09/17	IM*E0063878	\$ 482.06	Travel - In Dist / In State
Employee Reimb	Sandra Martins	11/20/17	IM*E0064280	\$ 12.50	Travel - In Dist / In State
Employee Reimb	Sarah Born	11/02/17	IM*E0063727	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Saraliz Jimenez	11/09/17	IM*E0063867	\$ 86.83	Other supplies
Invoice <\$15,000	SARS Software Products, Inc.	11/08/17	IM*E0063843	\$ 2,100.00	IT Maintenance Services
Invoice >\$15,000	Savlon Glover	11/16/17	IM*E0064060	\$ 24,000.00	Other Contractual Services Expense
Invoice <\$15,000	Savlon Glover	11/15/17	IM*E0063998	\$ 3,000.00	Other Contractual Services Expense
Invoice <\$15,000	Scantron Corporation	11/29/17	IM*E0064238	\$ 483.41	Instructional Supplies
Invoice <\$15,000	Scout Air Technologies, Inc.	11/15/17	IM*0228496	\$ 267.00	Other Contractual Services Expense
Invoice <\$15,000	School Health Corp/Sports Health	11/08/17	IM*E0063844	\$ 1,175.97	Non-Capital equipment
Invoice >\$15,000	Schuyler Roche & Crisham PC	11/21/17	IM*E0064177	\$ 16,119.20	Legal Services Expense
Employee Reimb	Scott Brady	11/02/17	IM*E0063728	\$ 538.09	Mileage Out of District/Out of State
Invoice <\$15,000	Scott Eggerding	11/15/17	IM*0228269	\$ 591.07	Other Conference & Meeting Expense
Invoice >\$15,000	Scott Laboratory Solutions, LLC	11/02/17	IM*0227902	\$ 70,114.00	Building Remodeling Expense
Invoice <\$15,000	Scott Lupa	11/15/17	IM*0228380	\$ 223.17	Agency Scholarships
Employee Reimb	Scott Mikovich	11/16/17	IM*0228597	\$ 218.88	Travel - In Dist / In State
Invoice <\$15,000	Scott Vandermoon	11/15/17	IM*0228546	\$ 160.00	Consultants Expense
Invoice <\$15,000	Scott Vandermoon	11/15/17	IM*0228545	\$ 160.00	Consultants Expense
Invoice <\$15,000	Screening for Mental Health, Inc.	11/15/17	IM*0228497	\$ 550.00	Consultants Expense
Invoice <\$15,000	Scrubs Etc. Inc.	11/08/17	IM*E0063645	\$ 90.00	Instructional Supplies
Invoice <\$15,000	Sealco, Inc.	11/15/17	IM*0228496	\$ 350.31	Maintenance Supplies
Invoice <\$15,000	Second Chance Cardiac Solutions, Inc.	11/29/17	IM*E0064239	\$ 3,335.00	Other Contractual Services Expense
Invoice <\$15,000	Senseney Music	11/15/17	IM*E0063999	\$ 78.14	Instructional Supplies
Invoice <\$15,000	Sergio Alvarez	11/15/17	IM*0228175	\$ 120.00	Consultants Expense
Invoice <\$15,000	Service Sanitation, Inc.	11/08/17	IM*E0063846	\$ 2,375.00	Other Contractual Services Expense
Invoice <\$15,000	Service Sanitation, Inc.	11/01/17	IM*E0063707	\$ 91.75	Other Conference & Meeting Expense
Employee Reimb	Seith Norton	11/09/17	IM*E0063906	\$ 31.58	Mileage In District / In State
Invoice <\$15,000	Shane Cannon	11/15/17	IM*0228226	\$ 200.00	Consultants Expense
Invoice <\$15,000	Shara May Refugio	11/15/17	IM*0228481	\$ 42.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Shaw Suburban Media Group	11/15/17	IM*0228501	\$ 5,176.32	Advertising Expense
Employee Reimb	Shawn Maisch	11/21/17	IM*E0064155	\$ 249.66	Conference/Meeting Expense - Local
Employee Reimb	Shawn Wochner	11/16/17	IM*0228620	\$ 1,759.73	Travel - Out of State
Employee Reimb	Sherry Tietz	11/09/17	IM*E0063914	\$ 74.39	Mileage In District / In State
Invoice <\$15,000	Sherrin Williams Company	11/15/17	IM*0228502	\$ 247.40	Maintenance Supplies
Invoice >\$15,000	SHI International Corp	11/22/17	IM*0229133	\$ 23,355.15	Other supplies
Invoice <\$15,000	SHI International Corp	11/15/17	IM*0228504	\$ 333.95	Other supplies
Invoice <\$15,000	Signature Cleaners of University Commons	11/29/17	IM*E0064240	\$ 56.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/21/17	IM*E0064125	\$ 392.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/15/17	IM*E0064000	\$ 224.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/08/17	IM*E0063847	\$ 56.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/01/17	IM*E0063708	\$ 196.00	Other Contractual Services Expense
Invoice <\$15,000	Six Flags Great America	11/15/17	IM*E0064001	\$ 9,280.59	Funds Held in Custody of Others
Invoice <\$15,000	Smithers Pest Management	11/15/17	IM*E0064002	\$ 810.00	Custodial Services
Invoice <\$15,000	Snap-on, Inc.	11/15/17	IM*E0064003	\$ 113.75	Maintenance Services Expense
Invoice <\$15,000	Sodexo	11/29/17	IM*E0064241	\$ 8,560.35	Other Conference & Meeting Expense
Invoice >\$15,000	Sodexo	11/09/17	IM*E0063920	\$ 17,064.26	Other Conference & Meeting Expense
Invoice <\$15,000	Sodexo	11/08/17	IM*E0063848	\$ 13,735.21	Other Conference & Meeting Expense
Invoice <\$15,000	Sodexo	11/01/17	IM*E0063709	\$ 14,795.81	Other Conference & Meeting Expense
Invoice <\$15,000	Sonnenzimmer	11/15/17	IM*0228511	\$ 375.00	Other supplies
Invoice <\$15,000	Solbrig Salu	11/15/17	IM*0228491	\$ 300.00	Other Contractual Services Expense
Invoice <\$15,000	Southside Control Supply Company	11/21/17	IM*E0064126	\$ 71.34	Instructional Supplies
Invoice <\$15,000	Southside Control Supply Company	11/15/17	IM*E0064004	\$ 147.60	Instructional Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Southside Control Supply Company	11/01/17	IM*E0063710	\$ 321.63	Instructional Supplies
Invoice <\$15,000	Southwest Plastic Binding Co.	11/01/17	IM*E0063711	\$ 2,793.45	Office Supplies
Invoice <\$15,000	Sparkfun Electronics Inc.	11/15/17	IM*0228512	\$ 294.38	Instructional Supplies
Invoice <\$15,000	Spok, Inc.	11/15/17	IM*0228513	\$ 13.66	Telephone Expense
Invoice <\$15,000	Sport Supply Group, Inc.	11/08/17	IM*E0063849	\$ 96.61	Non-Capital equipment
Invoice <\$15,000	Sport Supply Group, Inc.	11/01/17	IM*E0063712	\$ 52.96	Non-Capital equipment
Invoice <\$15,000	Spray Technology Applications & Sales, Inc.	11/15/17	IM*0228514	\$ 281.44	Maintenance Supplies
Invoice <\$15,000	Spring Green Lawn Care	11/08/17	IM*E0063850	\$ 4,354.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Sprint	11/10/17	IM*0228044	\$ 198.60	Telephone Expense
Invoice <\$15,000	Sprint-London Ky	11/10/17	IM*0228045	\$ 81.26	Telephone Expense
Invoice <\$15,000	Stan A. Huber Consultants	11/21/17	IM*E0064127	\$ 80.00	Maintenance Services Expense
Invoice <\$15,000	Stanley Stern	11/15/17	IM*0228518	\$ 214.90	Books and Binding Costs
Invoice <\$15,000	State Disbursement Unit	11/20/17	IM*0228643	\$ 4,142.07	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	11/10/17	IM*0228606	\$ 4,103.57	Wage Assignments
Invoice <\$15,000	Stavros Siomos	11/15/17	IM*0228506	\$ 1,500.00	Consultants Expense
Invoice <\$15,000	Stephan Bales	11/15/17	IM*0228516	\$ 827.00	Instructional Supplies
Employee Reimb	Stephanie Dolan	11/16/17	IM*E0064039	\$ 199.15	Tuition Reimbursement-Classified
Employee Reimb	Stephanie Quirk	11/16/17	IM*E0064063	\$ 1,800.97	Travel - Out of State
Invoice <\$15,000	Stephen J Beck and Associates	11/21/17	IM*E0064128	\$ 1,000.00	Consultants Expense
Employee Reimb	Stephen Thompson	11/30/17	IM*0229167	\$ 116.63	Mileage In District / In State
Invoice <\$15,000	StepWare, Inc.	11/15/17	IM*0228517	\$ 349.00	Other Contractual Services Expense
Employee Reimb	Steven Accardi	11/09/17	IM*E0063961	\$ 790.88	Tuition Reimbursement-Faculty
Invoice <\$15,000	Stevens & Tale, Inc.	11/15/17	IM*E0064005	\$ 1,025.19	Other Contractual Services Expense
Invoice <\$15,000	Silvers Staffing Services	11/29/17	IM*E0064242	\$ 2,209.01	Other Contractual Services Expense
Invoice <\$15,000	Silvers Staffing Services	11/21/17	IM*E0064129	\$ 1,199.18	Other Contractual Services Expense
Invoice <\$15,000	Silvers Staffing Services	11/15/17	IM*E0064006	\$ 7,270.92	Other Contractual Services Expense
Invoice <\$15,000	Silvers Staffing Services	11/08/17	IM*E0063851	\$ 3,627.23	Other Contractual Services Expense
Invoice <\$15,000	Silvers Staffing Services	11/01/17	IM*E0063713	\$ 2,235.70	Other Contractual Services Expense
Invoice <\$15,000	Strategic Cost Control, Inc.	11/15/17	IM*0228520	\$ 800.00	Unemployment Insurance Expense
Invoice <\$15,000	StreamGuys, Inc	11/15/17	IM*E0064007	\$ 4,911.40	Other Contractual Services Expense
Invoice <\$15,000	Sue Franzen	11/15/17	IM*0228522	\$ 3,953.04	Printing Expense
Invoice <\$15,000	Sumbelt Rentals, Inc.	11/15/17	IM*0228522	\$ 263.25	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	11/29/17	IM*E0064243	\$ 648.76	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	11/21/17	IM*E0064130	\$ 1,259.18	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	11/15/17	IM*E0064008	\$ 446.64	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	11/08/17	IM*E0063852	\$ 1,043.16	Instructional Supplies
Employee Reimb	Surabhi Borkar	11/02/17	IM*E0063726	\$ 39.21	Instructional Supplies
Invoice <\$15,000	SURS-State University Retirement System	11/21/17	IM*E0064131	\$ 10,274.53	SURS 6% Rule Payments
Invoice <\$15,000	SURS-State University Retirement System	11/20/17	IM*E0064091	\$ 397,157.96	Employee Retirement Contributions
Invoice <\$15,000	SURS-State University Retirement System	11/10/17	IM*0228064	\$ 395,983.20	Employee Retirement Contributions
Invoice <\$15,000	Survey Monkey Inc.	11/15/17	IM*0228525	\$ 288.00	Instructional Supplies
Invoice <\$15,000	Susan Brown	11/15/17	IM*0228217	\$ 1,100.00	Other Conference & Meeting Expense
Employee Reimb	Susan Jarak	11/30/17	IM*E0064272	\$ 839.72	Travel - Out of State
Employee Reimb	Susan Jarak	11/21/17	IM*E0064152	\$ 47.00	Conference/Meeting Expense - Local
Employee Reimb	Susan Karby	11/30/17	IM*E0064276	\$ 30.43	Travel - In Dist / In State
Employee Reimb	Susan Karby	11/09/17	IM*E0063892	\$ 13.00	Travel - In Dist / In State
Employee Reimb	Susan Maloney	11/21/17	IM*E0064156	\$ 40.68	Mileage In District / In State
Employee Reimb	Susan Wilson	11/16/17	IM*E0064077	\$ 25.00	Tuition Reimbursement-Classified
Employee Reimb	Suzanne Bruce	11/16/17	IM*0228575	\$ 87.21	Instructional Supplies
Employee Reimb	Suzanne Wielgos	11/16/17	IM*0228619	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Swirup Gupta	11/16/17	IM*0228580	\$ 8.56	Mileage In District / In State
Invoice <\$15,000	Sysco Food Service	11/29/17	IM*E0064244	\$ 10,898.90	Conference/Meeting Expense - Local
Invoice <\$15,000	Sysco Food Service	11/15/17	IM*E0064009	\$ 1,599.96	Instructional Supplies
Invoice <\$15,000	T.S. Designs, Inc.	11/08/17	IM*E0063853	\$ 2,070.27	Instructional Supplies
Invoice <\$15,000	Talan & Kisanes	11/20/17	IM*0228644	\$ 636.19	Wage Assignments
Invoice <\$15,000	Talan & Kisanes	11/10/17	IM*0228061	\$ 2,449.96	Wage Assignments
Employee Reimb	Tamara McClain	11/16/17	IM*0228592	\$ 1,963.03	Travel - Out of State
Invoice <\$15,000	Tamelings Landscape Supply	11/22/17	IM*0229132	\$ 1,400.00	Maintenance Supplies
Invoice <\$15,000	Tammy Dotson	11/15/17	IM*0228262	\$ 500.00	Consultants Expense
Invoice <\$15,000	Taylor & Francis Group, LLC	11/21/17	IM*E0064132	\$ 430.98	Books and Binding Costs
Invoice <\$15,000	Taylor & Francis Group, LLC	11/15/17	IM*E0064011	\$ 126.00	Books and Binding Costs
Invoice <\$15,000	Tek-Matic, Inc	11/01/17	IM*E0063714	\$ 680.00	Maintenance Services Expense
Invoice <\$15,000	Telesource Services, Inc.	11/15/17	IM*0228529	\$ 1,337.56	IT Maintenance Services
Invoice <\$15,000	Temperature Equipment	11/15/17	IM*0228530	\$ 68.00	Maintenance Supplies
Invoice <\$15,000	Terraco Supply Company	11/15/17	IM*0228531	\$ 1,262.04	Instructional Supplies
Employee Reimb	Terry Vilacco	11/30/17	IM*E0064290	\$ 125.00	Dues - Faculty
Invoice <\$15,000	Testa Produce, Inc.	11/29/17	IM*E0064245	\$ 1,948.00	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	11/21/17	IM*E0064133	\$ 1,318.87	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	11/15/17	IM*E0064012	\$ 922.11	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	11/08/17	IM*E0063854	\$ 2,323.44	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	11/01/17	IM*E0063715	\$ 3,015.56	Instructional Supplies
Invoice >\$15,000	Texassee Touring Inc	11/06/17	IM*0227929	\$ 15,000.00	Other Contractual Services Expense
Invoice <\$15,000	The Graphic Arts Studio, Inc.	11/15/17	IM*0228307	\$ 1,273.00	Printing Expense
Invoice <\$15,000	The Howard Pich Entertainment Company Inc.	11/15/17	IM*0228322	\$ 6,250.00	Other Contractual Services Expense
Invoice <\$15,000	The Hygenic Corporation	11/01/17	IM*E0063684	\$ 136.73	Instructional Supplies
Invoice <\$15,000	The Jellytation Lab, Inc.	11/15/17	IM*0228348	\$ 14,500.00	Alex Benefits - Annual Enrollment
Invoice <\$15,000	The Lincoln Electric Company	11/15/17	IM*0228375	\$ 317.92	Instructional Supplies
Invoice <\$15,000	The Lutheran University Association, Inc.	11/15/17	IM*0228381	\$ 860.29	Other Contractual Services Expense
Invoice <\$15,000	The New Haven Companies	11/15/17	IM*0228429	\$ 708.50	Maintenance Supplies
Invoice <\$15,000	The Perfect Swing	11/15/17	IM*E0063993	\$ 1,750.00	Non-Capital equipment
Invoice <\$15,000	The Rooney Law Firm, Pc	11/20/17	IM*0228642	\$ 101.34	Wage Assignments
Invoice <\$15,000	The Rooney Law Firm, Pc	11/10/17	IM*0228059	\$ 119.49	Wage Assignments
Invoice <\$15,000	Theatworks, USA	11/15/17	IM*0228532	\$ 4,650.00	Other Contractual Services Expense
Invoice <\$15,000	Thermo Inc.	11/15/17	IM*0228533	\$ 997.00	Facilities Maintenance Service Expense
Employee Reimb	Thomas Brady	11/16/17	IM*0228574	\$ 24.00	Travel - In Dist / In State
Employee Reimb	Thomas Carler	11/30/17	IM*E0064257	\$ 244.42	Travel - In Dist / In State
Employee Reimb	Thomas Murray	11/21/17	IM*E0064163	\$ 365.10	Purchase for Resale
Employee Reimb	Thomas Murray	11/16/17	IM*E0064057	\$ 149.60	Purchase for Resale
Employee Reimb	Thomas Murray	11/09/17	IM*E0063904	\$ 301.86	Other supplies
Employee Reimb	Thomas Pawl	11/21/17	IM*E0064166	\$ 703.10	Travel - In Dist / In State



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Thomas Robertson	11/21/17	IM*E0064169	\$ 496.25	Instructional Supplies
Employee Reimb	Thomas Robertson	11/16/17	IM*E0064067	\$ 41.21	Instructional Supplies
Employee Reimb	Thomas Robertson	11/09/17	IM*E0063910	\$ 79.00	Publications
Employee Reimb	Thomas Robertson	11/02/17	IM*E0063757	\$ 1,066.89	Instructional Supplies
Invoice <\$15,000	Thomson Reuters	11/15/17	IM*0228534	\$ 224.75	Books and Binding Costs
Invoice <\$15,000	Tim Cusul	11/15/17	IM*0228249	\$ 160.00	Consultants Expense
Invoice <\$15,000	Tim Cusul	11/15/17	IM*0228251	\$ 120.00	Consultants Expense
Employee Reimb	Timothy Henningsen	11/21/17	IM*E0064150	\$ 51.00	Tuition Reimbursement-Faculty
Employee Reimb	Timothy Meyers	11/16/17	IM*0228565	\$ 37.17	Instructional Supplies
Employee Reimb	Tina Trindad	11/16/17	IM*0228615	\$ 91.00	Other Conference & Meeting Expense
Invoice <\$15,000	To (The Last One)	11/15/17	IM*0228535	\$ 25.00	Other Contractual Services Expense
Invoice <\$15,000	Toasty Cheese, Inc.	11/08/17	IM*E0063855	\$ 1,213.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Toasty Cheese, Inc.	11/01/17	IM*E0063716	\$ 918.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Tomasz Zajackowski	11/15/17	IM*0228571	\$ 120.00	Consultants Expense
Employee Reimb	Tony Chan	11/02/17	IM*E0063732	\$ 527.69	Other Conference & Meeting Expense
Invoice <\$15,000	Translar	11/15/17	IM*0228536	\$ 593.55	Instructional Supplies
Invoice <\$15,000	Treeop Products, Inc.	11/15/17	IM*0228537	\$ 414.02	Maintenance Supplies
Invoice <\$15,000	Tribune Media Company	11/15/17	IM*0228538	\$ 4,405.00	Advertising Expense
Invoice <\$15,000	U.S. Department of Education	11/20/17	IM*0228645	\$ 225.79	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	11/10/17	IM*0228602	\$ 225.79	Wage Assignments
Invoice <\$15,000	U.S. Food Service	11/29/17	IM*E0064246	\$ 145.21	Instructional Supplies
Invoice <\$15,000	U.S. Food Service	11/08/17	IM*E0063856	\$ 1,587.70	Instructional Supplies
Invoice <\$15,000	Uline	11/29/17	IM*E0064247	\$ 124.32	Audio/Visual Materials
Invoice <\$15,000	Uline	11/15/17	IM*E0064013	\$ 140.42	Audio/Visual Materials
Invoice <\$15,000	Uline	11/01/17	IM*E0063717	\$ 229.47	Instructional Supplies
Invoice <\$15,000	United Parcel Service	11/15/17	IM*0228541	\$ 720.05	Postage
Invoice <\$15,000	United Parcel Service	11/15/17	IM*0228503	\$ 106.79	Postage
Invoice <\$15,000	United States Postal Service-St Charles, Il	11/06/17	IM*0227928	\$ 4,065.00	Postage
Invoice <\$15,000	United Stations Radio Networks	11/15/17	IM*0228539	\$ 675.00	Other Contractual Services Expense
Invoice <\$15,000	University of Chicago Interlibrary Loan Lending Service	11/15/17	IM*0228540	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	University of Fashion, Inc.	11/08/17	IM*E0063857	\$ 1,600.00	Books and Binding Costs
Invoice <\$15,000	Unum Life Insurance Company of America	11/16/17	IM*0228624	\$ 14,375.42	Long Term Care - Insurance
Invoice <\$15,000	Urban Elevator Service, Inc.	11/15/17	IM*0228543	\$ 2,204.23	Facilities Maintenance Service Expense
Invoice <\$15,000	USA Today	11/15/17	IM*0228544	\$ 333.12	Publications
Employee Reimb	V Samuel Mirani	11/16/17	IM*0228598	\$ 1,124.07	Travel - Out of State
Invoice >\$15,000	Valic Retirement Services	11/20/17	IM*E0064092	\$ 134,990.34	Annuities
Invoice >\$15,000	Valic Retirement Services	11/10/17	IM*E0063928	\$ 131,828.74	Annuities
Invoice <\$15,000	Valley Entertainment	11/15/17	IM*E0064014	\$ 45.00	Advertising Expense
Invoice <\$15,000	Ventach Medical, Inc.	11/01/17	IM*E0063718	\$ 132.00	Instructional Supplies
Invoice <\$15,000	Verizon Wireless	11/10/17	IM*0228046	\$ 50.92	Cell Phone Allowance
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228040	\$ 32.06	Cell Phone Allowance
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228039	\$ 114.03	Cell Phone Allowance
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228038	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228037	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228036	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Vernier Software	11/01/17	IM*E0063719	\$ 626.00	Instructional Supplies
Invoice <\$15,000	Vestalours	11/28/17	IM*W501	\$ 9,648.50	International Travel - Field Studies
Invoice <\$15,000	Victor Herrera	11/15/17	IM*0228319	\$ 600.00	Consultants Expense
Invoice <\$15,000	Victoria Zhuravleva	11/06/17	IM*0227909	\$ 500.00	Other Conference & Meeting Expense
Invoice <\$15,000	Vijay Gupta	11/20/17	IM*0228635	\$ 63.71	Wage Assignments
Invoice <\$15,000	Vijay Gupta	11/10/17	IM*0228051	\$ 66.10	Wage Assignments
Invoice <\$15,000	Village of Carol Stream	11/15/17	IM*0228548	\$ 104.84	Water - Sewage Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/21/17	IM*E0064134	\$ 658.95	Hotel/Motel Tax
Invoice >\$15,000	Village of Glen Ellyn, Illinois	11/15/17	IM*E0064023	\$ 60,842.58	Water - Sewage Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/15/17	IM*E0064015	\$ 14,579.29	Water - Sewage Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/28/17	IM*0229136	\$ 1,855.00	Building Remodeling Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/02/17	IM*0227899	\$ 1,745.00	Building Remodeling Expense
Invoice <\$15,000	Village of Westmont	11/15/17	IM*E0064016	\$ 120.06	Water - Sewage Expense
Invoice >\$15,000	Vision Service Plan - (IV)	11/16/17	IM*E0064063	\$ 15,445.89	Vision Signatura Premium October 2017
Invoice <\$15,000	Visographic	11/29/17	IM*E0064248	\$ 1,591.11	Printing Expense
Invoice <\$15,000	Vital Hanisewich	11/15/17	IM*0228312	\$ 120.00	Consultants Expense
Invoice <\$15,000	VWR Funding, Inc./B/A Sargent Welch	11/15/17	IM*0228554	\$ 1,317.88	Instructional Supplies
Invoice <\$15,000	W.I.T.S.	11/08/17	IM*E0063777	\$ 8,544.00	Instructional Service Contracts
Invoice <\$15,000	Warehouse Direct, Inc.	11/21/17	IM*E0064135	\$ 707.85	Maintenance Supplies
Invoice <\$15,000	Waste Management of Illinois-West	11/15/17	IM*0228556	\$ 6,938.26	Refuse Disposal Expense
Invoice <\$15,000	WBBM-AM	11/15/17	IM*0228557	\$ 3,610.00	Advertising Expense
Invoice <\$15,000	Weltman, Weinberg & Reis Co., LPA	11/20/17	IM*0228646	\$ 224.88	Wage Assignments
Invoice <\$15,000	Weltman, Weinberg & Reis Co., LPA	11/10/17	IM*0228063	\$ 224.88	Wage Assignments
Invoice <\$15,000	Wesco Distribution, Inc.	11/21/17	IM*E0064136	\$ 320.70	Building Remodeling Expense
Invoice <\$15,000	Weselsak & Associates	11/15/17	IM*0228558	\$ 3,750.00	Instructional Service Contracts
Invoice <\$15,000	West Payment Center	11/08/17	IM*E0063858	\$ 1,306.00	Books and Binding Costs
Invoice <\$15,000	West Publishing Corporation	11/29/17	IM*E0064249	\$ 569.44	Instructional Service Contracts
Invoice <\$15,000	West Publishing Corporation	11/21/17	IM*E0064137	\$ 799.50	Publications
Invoice <\$15,000	West Suburban Travelers	11/15/17	IM*0228559	\$ 674.50	Conference/Meeting Expense - Local
Invoice <\$15,000	Western Surety Company DBA CNA Surety	11/15/17	IM*0228560	\$ 90.00	Other supplies
Invoice >\$15,000	Westlake Reed Laskosky	11/02/17	IM*E0063766	\$ 34,250.54	Architectural Services Expense
Invoice <\$15,000	Westmont Interior Supply House	11/29/17	IM*E0064250	\$ 426.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Wheaton Chamber of Commerce	11/15/17	IM*0228561	\$ 25.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Wheaton Mulch, Inc.	11/08/17	IM*E0063859	\$ 363.00	Instructional Supplies
Invoice <\$15,000	WideOpenWest IL, LLC	11/29/17	IM*E0064251	\$ 364.60	Other Contractual Services Expense
Invoice <\$15,000	WideOpenWest IL, LLC	11/08/17	IM*E0063860	\$ 439.12	Other Contractual Services Expense
Invoice <\$15,000	WideOpenWest IL, LLC	11/01/17	IM*E0063720	\$ 364.60	Other Contractual Services Expense
Invoice <\$15,000	Wilkins Anderson	11/15/17	IM*0228562	\$ 204.00	Instructional Supplies
Employee Reimb	William Norris	11/16/17	IM*E0064058	\$ 276.60	Travel - Out of State
Invoice <\$15,000	William S. Hein + Co., Inc.	11/15/17	IM*E0064017	\$ 168.70	Books and Binding Costs
Invoice <\$15,000	William Vincent	11/15/17	IM*0228550	\$ 200.00	Consultants Expense
Employee Reimb	William Whisenhunt	11/21/17	IM*E0064175	\$ 531.48	Tuition Reimbursement-Faculty
Employee Reimb	Willis Jordan	11/30/17	IM*E0064273	\$ 503.34	Tuition Reimbursement-Classified
Invoice <\$15,000	Window to the World Comm.	11/15/17	IM*E0064018	\$ 1,100.00	Advertising Expense
Invoice <\$15,000	Windy City Truck Repair, Inc.	11/15/17	IM*0228565	\$ 3,219.89	Maintenance Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH -NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Winning Streak, Inc.	11/15/17	IM*E0064019	\$ 1,696.00	Funds Held in Custody of Others
Invoice <\$15,000	World Point ECC, Inc.	11/15/17	IM*E0064020	\$ 268.04	Instructional Supplies
Invoice <\$15,000	WXRT/TFM	11/15/17	IM*0228566	\$ 2,800.00	Advertising Expense
Invoice <\$15,000	Xerox Corporation	11/15/17	IM*0228567	\$ 13,938.74	Rental - Equipment
Invoice >\$15,000	Xerox Corporation	11/13/17	IM*0228606	\$ 48,183.87	Rental - Equipment
Invoice <\$15,000	Xpressmyself.com, LLC	11/15/17	IM*0228568	\$ 58.95	Maintenance Supplies
Invoice <\$15,000	Yani Wang	11/15/17	IM*0228555	\$ 100.00	Funds Held in Custody of Others
Invoice <\$15,000	Yankee Book Peddler, Inc.	11/15/17	IM*0228569	\$ 14,903.28	Books and Binding Costs
Employee Reimb	Yashica Weeks	11/21/17	IM*E0064174	\$ 115.00	Other Conference & Meeting Expense
Employee Reimb	Yashica Weeks	11/02/17	IM*E0063763	\$ 1,031.19	Travel - Out of State
Employee Reimb	Yvette Dagen	11/02/17	IM*E0063735	\$ 35.00	Dues
Invoice <\$15,000	YWCA of Metropolitan Chicago	11/15/17	IM*0228570	\$ 1,000.00	Consultants Expense
Invoice >\$15,000	Zahndler Communications, Inc.	11/13/17	IM*E0063931	\$ 34,653.93	Advertising Expense
Invoice >\$15,000	Zahndler Communications, Inc.	11/01/17	IM*E0063722	\$ 16,269.47	Advertising Expense
Employee Reimb	Zhi-Ying Liu	11/09/17	IM*E0063896	\$ 30.00	Tuition Reimbursement-CODA
Student Refunds	Checks issued in prior month, voided in current month			\$ (89,283.70)	Student Refunds Voided Checks - 111 transactions
Student Refunds	Student Refunds			\$ 92,716.00	Student Refunds via Credit Cards - 626 transactions
Student Refunds	Student Refunds			\$ 678,804.98	Student Refunds via Paper Check - 686 transactions
Student Refunds	Student Refunds			\$ 676,094.60	Student Refunds via Touchnet ACH - 567 transactions
TOTAL VENDOR PAYMENTS DURING THE ACCOUNTING MONTH				\$ 12,406,928.43	

Reconciliation to Total Cash Disbursements:

Payment to Alphagraphics Wheaton, included on separate Board agenda item:	11/15/17	IM*0228173	\$ 740.00	Maintenance Supplies
			<u>\$ 12,407,668.43</u>	

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Chronicle of Higher Education	09/13/17	IM*0224206	\$ (55.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Crain's Chicago Business	10/11/17	IM*0225020	\$ (119.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/02/17	IM*0227899	\$ 1,745.00	Building Remodeling Expense
Invoice >\$15,000	Integration Partners	11/02/17	IM*0227900	\$ 249,851.57	IT Maintenance Services
Invoice >\$15,000	Kiesler's Police Supply, Inc.	11/02/17	IM*0227901	\$ 136,641.52	Inventory
Invoice >\$15,000	Scott Laboratory Solutions, LLC	11/02/17	IM*0227902	\$ 70,114.00	Building Remodeling Expense
Invoice <\$15,000	Brownells, Inc.	11/02/17	IM*0227903	\$ 7.97	Instructional Supplies
Invoice <\$15,000	Comcast Holdings Corporation	11/02/17	IM*0227904	\$ 25.37	IT Maintenance Services
Invoice >\$15,000	CliftonLarsonAllen LLP	11/03/17	IM*0227905	\$ 34,950.00	Audit Services Expense
Invoice <\$15,000	Power Graphics Digital Imaging	11/03/17	IM*0227907	\$ 72.05	Advertising Expense
Invoice <\$15,000	Reserve Account	11/06/17	IM*0227908	\$ 10,000.00	Pinney Bowes Prepaid
Invoice <\$15,000	Victoria Zhuravleva	11/06/17	IM*0227909	\$ 500.00	Other Conference & Meeting Expense
Invoice <\$15,000	Baylin Artists Mgmt Inc.	11/06/17	IM*0227923	\$ 1,800.00	Other Contractual Services Expense
Invoice <\$15,000	Breakthru Beverage Illinois, LLC	11/06/17	IM*0227924	\$ 960.00	Purchase for Resale
Invoice <\$15,000	Broadway in Chicago	11/06/17	IM*0227925	\$ 13,800.00	Purchase for Resale
Invoice <\$15,000	Mills Entertainment, LLC	11/06/17	IM*0227926	\$ 1,900.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Sally Beauty Supply	11/06/17	IM*0227927	\$ 840.17	Instructional Supplies
Invoice <\$15,000	United States Postal Service-St Charles, IL	11/06/17	IM*0227928	\$ 4,065.00	Postage
Invoice >\$15,000	Texassee Touring Inc	11/06/17	IM*0227929	\$ 15,000.00	Other Contractual Services Expense
Invoice >\$15,000	Postmaster - Glen Ellyn	11/07/17	IM*0227930	\$ 49,000.00	USPS Prepaid
Invoice <\$15,000	H3 Hospitality, LLC	11/07/17	IM*0227931	\$ 1,403.88	Travel - Out of State
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228036	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228037	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228038	\$ 190.05	Maintenance Supplies
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228039	\$ 114.03	Cell Phone Allowance
Invoice <\$15,000	Verizon Wireless	11/09/17	IM*0228040	\$ 32.06	Cell Phone Allowance
Invoice <\$15,000	College of DuPage	11/09/17	IM*0228041	\$ 486.42	Instructional Supplies
Invoice <\$15,000	Crain's Chicago Business	11/09/17	IM*0228042	\$ 119.00	Publications
Invoice <\$15,000	Monica Eng	11/09/17	IM*0228043	\$ 1,000.00	Other Contractual Services Expense
Invoice <\$15,000	Sprint	11/10/17	IM*0228044	\$ 198.60	Telephone Expense
Invoice <\$15,000	Sprint-London Ky	11/10/17	IM*0228045	\$ 81.26	Telephone Expense
Invoice <\$15,000	Verizon Wireless	11/10/17	IM*0228046	\$ 50.82	Cell Phone Allowance
Invoice <\$15,000	Bill and Gaines, PC	11/10/17	IM*0228047	\$ 345.11	Wage Assignments
Invoice <\$15,000	Chicago Federation of Musicians	11/10/17	IM*0228048	\$ 250.80	Other Contractual Services Expense
Invoice <\$15,000	Educ Loan - AES PHEAA	11/10/17	IM*0228049	\$ 100.99	Wage Assignments
Invoice <\$15,000	Great Lakes Higher Education Guaranty Corporation	11/10/17	IM*0228050	\$ 676.59	Wage Assignments
Invoice <\$15,000	Vijay Gupta	11/10/17	IM*0228051	\$ 66.10	Wage Assignments
Invoice <\$15,000	International Union of Operating Engineers	11/10/17	IM*0228052	\$ 671.13	Professional Dues
Invoice <\$15,000	Illinois Student Assistance Commission-Student Loan	11/10/17	IM*0228053	\$ 192.74	Wage Assignments
Invoice <\$15,000	Marilyn O. Marshall	11/10/17	IM*0228054	\$ 238.00	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	11/10/17	IM*0228055	\$ 177.75	Wage Assignments
Invoice <\$15,000	Office of Glenn B. Stearns	11/10/17	IM*0228056	\$ 913.85	Wage Assignments
Invoice <\$15,000	Ohio Child Support Payment Central (CSPC)	11/10/17	IM*0228057	\$ 374.18	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	11/10/17	IM*0228058	\$ 542.39	Wage Assignments
Invoice <\$15,000	The Rooney Law Firm, PC	11/10/17	IM*0228059	\$ 119.49	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	11/10/17	IM*0228060	\$ 4,103.57	Wage Assignments
Invoice <\$15,000	Talan & Kisanes	11/10/17	IM*0228061	\$ 2,449.96	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	11/10/17	IM*0228062	\$ 225.79	Wage Assignments
Invoice <\$15,000	Weitman, Weinberg & Reis Co., LPA	11/10/17	IM*0228063	\$ 224.88	Wage Assignments
Invoice >\$15,000	SURS-State University Retirement System	11/10/17	IM*0228064	\$ 395,983.20	Employee Retirement Contributions
Invoice >\$15,000	Pace Systems, Inc.	11/13/17	IM*0228065	\$ 49,758.00	Equipment - Instructional
Invoice >\$15,000	Xerox Corporation	11/13/17	IM*0228066	\$ 48,183.87	Rental - Equipment
Invoice <\$15,000	Roy McGrath	11/14/17	IM*0228094	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	A.D.R. Bulb, Inc.	11/15/17	IM*0228145	\$ 2,407.00	Maintenance Supplies
Invoice <\$15,000	A.F.M. & E.P. Fund	11/15/17	IM*0228146	\$ 1,028.82	Other Contractual Services Expense
Invoice <\$15,000	ABC-CLIO, Inc.	11/15/17	IM*0228147	\$ 410.39	Books and Binding Costs
Invoice <\$15,000	Accurate Document Destruction, Inc.	11/15/17	IM*0228148	\$ 453.46	Refuse Disposal Expense
Invoice <\$15,000	Cem Addami	11/15/17	IM*0228149	\$ 39.45	Funds Held in Custody of Others
Invoice <\$15,000	Addison School Dist #4	11/15/17	IM*0228150	\$ 2,700.00	Rental Facility
Invoice <\$15,000	Adolph Kiehl and Associates, LLC	11/15/17	IM*0228151	\$ 210.67	Other Materials & Supplies Expense
Invoice <\$15,000	Advance Auto Parts	11/15/17	IM*0228152	\$ 900.38	Purchase for Resale
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228153	\$ 50.00	Instructional Service Contracts
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228154	\$ 180.00	Instructional Service Contracts
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228155	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228156	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228157	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Advocate Good Samaritan	11/15/17	IM*0228158	\$ 45.00	Instructional Service Contracts
Invoice <\$15,000	Aequus, Inc.	11/15/17	IM*0228159	\$ 3,000.00	Consultants Expense
Invoice <\$15,000	After Hours Pizza Llc	11/15/17	IM*0228160	\$ 213.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Muhammad Ahmed	11/15/17	IM*0228161	\$ 25.64	Funds Held in Custody of Others
Invoice <\$15,000	AICPA-North Carolina	11/15/17	IM*0228162	\$ 171.33	Books and Binding Costs
Invoice <\$15,000	Airgas, Inc.	11/15/17	IM*0228163	\$ 416.35	Instructional Supplies
Invoice <\$15,000	Al Warren Oil Company, Inc.	11/15/17	IM*0228164	\$ 2,928.65	Vehicle Supplies
Invoice <\$15,000	Alibris	11/15/17	IM*0228165	\$ 153.76	Books and Binding Costs
Invoice <\$15,000	All Occasions Balloons	11/15/17	IM*0228166	\$ 1,117.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Khalaf Alkayzleh	11/15/17	IM*0228167	\$ 160.00	Consultants Expense
Invoice <\$15,000	Alidate	11/15/17	IM*0228168	\$ 780.00	Publications
Invoice <\$15,000	Alliance Paper and Food Service Inc.	11/15/17	IM*0228169	\$ 126.58	Instructional Supplies
Invoice <\$15,000	Alliance Paper and Food Service Inc.	11/15/17	IM*0228170	\$ 498.81	Purchase for Resale
Invoice <\$15,000	Allied Electronics	11/15/17	IM*0228171	\$ 62.23	Maintenance Services Expense
Invoice <\$15,000	ALOA Security Professionals Assn. Inc.	11/15/17	IM*0228172	\$ 242.00	Dues - Classified
Invoice <\$15,000	Aliso, Inc.	11/15/17	IM*0228174	\$ 2,710.72	Instructional Supplies
Invoice <\$15,000	Sergio Alvarez	11/15/17	IM*0228175	\$ 120.00	Consultants Expense
Invoice <\$15,000	Amazon.com, LLC	11/15/17	IM*0228176	\$ 6,614.15	Books and Binding Costs
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228177	\$ 1,276.24	Non-Capital equipment
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228178	\$ 407.94	Non-Capital equipment
Invoice <\$15,000	American Hotel Register Company	11/15/17	IM*0228179	\$ 453.47	Instructional Supplies
Invoice <\$15,000	American Library Association - CHOICE Magazine	11/15/17	IM*0228180	\$ 58.00	Books and Binding Costs
Invoice <\$15,000	Applesseed Recordings	11/15/17	IM*0228181	\$ 95.00	Advertising Expense
Invoice <\$15,000	Aramark Uniform Services	11/15/17	IM*0228182	\$ 889.28	Instructional Service Contracts

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Amel Steel Supply Company	11/15/17	IM*0228183	\$ 8,975.22	Instructional Supplies
Invoice <\$15,000	Around the Town Entertainment	11/15/17	IM*0228184	\$ 925.00	Other Contractual Services Expense
Invoice <\$15,000	Artyom Arustamyan	11/15/17	IM*0228185	\$ 160.00	Consultants Expense
Invoice <\$15,000	ASCAP	11/15/17	IM*0228186	\$ 4,912.20	Other Contractual Services Expense
Invoice <\$15,000	Ascend Learning Holdings, LLC	11/15/17	IM*0228187	\$ 143.03	Books and Binding Costs
Invoice <\$15,000	Assoc. of Il. Music Schools (AIMS)	11/15/17	IM*0228188	\$ 45.00	Consultants Expense
Invoice <\$15,000	AT&T Corporation	11/15/17	IM*0228189	\$ 24.94	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	11/15/17	IM*0228190	\$ 761.11	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	11/15/17	IM*0228191	\$ 3,925.26	Telephone Expense
Invoice <\$15,000	AT&T Mobility	11/15/17	IM*0228192	\$ 787.01	Other Contractual Services Expense
Invoice <\$15,000	Automatic Doors Inc.	11/15/17	IM*0228193	\$ 465.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Avenue.com, Inc.	11/15/17	IM*0228194	\$ 4,680.90	Conference/Meeting Expense - Local
Invoice <\$15,000	Rogue Curbside Kitchen	11/15/17	IM*0228195	\$ 433.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Krysztof Bajorek	11/15/17	IM*0228196	\$ 120.00	Consultants Expense
Invoice <\$15,000	Baker & Taylor Books	11/15/17	IM*0228197	\$ 226.27	Books and Binding Costs
Invoice <\$15,000	Banc Certified Merchant Services	11/15/17	IM*0228198	\$ 96.00	Other Contractual Services Expense
Invoice <\$15,000	Banksupplies, Inc.	11/15/17	IM*0228199	\$ 806.50	Instructional Supplies
Invoice <\$15,000	Barbizon Light of New England, Inc.	11/15/17	IM*0228200	\$ 346.00	Audio/Visual Materials
Invoice <\$15,000	Barone's of Glen Ellyn, Inc.	11/15/17	IM*0228201	\$ 320.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Bewyo Properties Llc	11/15/17	IM*0228202	\$ 215.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Benco Dental Co.	11/15/17	IM*0228203	\$ 712.02	Instructional Supplies
Invoice <\$15,000	Craig Berger	11/15/17	IM*0228204	\$ 1,500.00	Retiree Healthcare Payments
Invoice <\$15,000	Better Engineering	11/15/17	IM*0228205	\$ 1,139.96	Maintenance Supplies
Invoice <\$15,000	Billy Boy's Blue Berry Farm	11/15/17	IM*0228206	\$ 14.40	Unclaimed Property Liability
Invoice <\$15,000	Bio-Rad Laboratories, Inc.	11/15/17	IM*0228207	\$ 34.92	Instructional Supplies
Invoice <\$15,000	Donald Black	11/15/17	IM*0228208	\$ 800.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Petar Blair	11/15/17	IM*0228209	\$ 320.00	Consultants Expense
Invoice <\$15,000	Blooming Color Inc.	11/15/17	IM*0228210	\$ 2,360.00	Printing Expense
Invoice <\$15,000	Breakout, Inc.	11/15/17	IM*0228211	\$ 125.00	Instructional Supplies
Invoice <\$15,000	Brick Wall Inc.	11/15/17	IM*0228212	\$ 743.15	Instructional Supplies
Invoice <\$15,000	Brill USA, Inc.	11/15/17	IM*0228213	\$ 120.75	Books and Binding Costs
Invoice <\$15,000	Brink's, Inc.	11/15/17	IM*0228214	\$ 99.90	Financial Charges & Adjustments
Invoice <\$15,000	Andrew Broere	11/15/17	IM*0228215	\$ 120.00	Consultants Expense
Invoice <\$15,000	Brookdale Community College	11/15/17	IM*0228216	\$ 9,895.00	International Travel - Field Studies
Invoice <\$15,000	Susan Brown	11/15/17	IM*0228217	\$ 1,100.00	Other Conference & Meeting Expense
Invoice <\$15,000	Brucker Co.	11/15/17	IM*0228218	\$ 920.00	Maintenance Supplies
Invoice <\$15,000	Ethan Buege	11/15/17	IM*0228219	\$ 120.00	Consultants Expense
Invoice <\$15,000	Bufkema's Ace Hardware - Wheaton	11/15/17	IM*0228220	\$ 171.77	Other supplies
Invoice <\$15,000	Bumper to Bumper	11/15/17	IM*0228221	\$ 4,806.08	Purchase for Resale
Invoice <\$15,000	Mary Calcagno	11/15/17	IM*0228223	\$ 663.30	Retiree Healthcare Payments
Invoice <\$15,000	Cambridge Educational	11/15/17	IM*0228224	\$ 904.34	Instructional Supplies
Invoice <\$15,000	Campagna-Turano Bakery, Inc.	11/15/17	IM*0228225	\$ 710.25	Instructional Supplies
Invoice <\$15,000	Shane Cannon	11/15/17	IM*0228226	\$ 200.00	Consultants Expense
Invoice <\$15,000	Carolina Academic Press, Llc	11/15/17	IM*0228227	\$ 58.50	Books and Binding Costs
Invoice <\$15,000	Ruthless New Orleans Cuisine LLC	11/15/17	IM*0228228	\$ 322.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Central Dupage Hospital Association	11/15/17	IM*0228229	\$ 390.00	Instructional Service Contracts
Invoice <\$15,000	Central Dupage Hospital Association	11/15/17	IM*0228230	\$ 9,720.00	Instructional Service Contracts
Invoice <\$15,000	Central Sod Farms, Inc.	11/15/17	IM*0228231	\$ 603.00	Maintenance Supplies
Invoice <\$15,000	Certain, Inc.	11/15/17	IM*0228232	\$ 99.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Constance Chester	11/15/17	IM*0228233	\$ 972.95	Other Conference & Meeting Expense
Invoice <\$15,000	Chicago Parent	11/15/17	IM*0228234	\$ 750.00	Advertising Expense
Invoice <\$15,000	Citizenstech, Inc.	11/15/17	IM*0228235	\$ 3,502.25	Advertising Expense
Invoice <\$15,000	City of Naperville - Utilities	11/15/17	IM*0228236	\$ 4,610.29	Electricity Expense
Invoice <\$15,000	Clark Security Products	11/15/17	IM*0228237	\$ 1,328.09	Maintenance Supplies
Invoice <\$15,000	Clear Channel Outdoor, Inc.	11/15/17	IM*0228238	\$ 1,400.00	Advertising Expense
Invoice <\$15,000	College of Dupage P Cash - Waters Edge	11/15/17	IM*0228239	\$ 102.12	Other Contractual Services Expense
Invoice <\$15,000	College Entrance Examination Board	11/15/17	IM*0228240	\$ 400.00	Dues
Invoice <\$15,000	Comcast Commercial Services	11/15/17	IM*0228241	\$ 4,811.66	Telephone Expense
Invoice <\$15,000	Commonwealth Edison-Carol Stream	11/15/17	IM*0228242	\$ 725.82	Electricity Expense
Invoice <\$15,000	Computer Aided Technology Inc.	11/15/17	IM*0228243	\$ 1,400.00	Publications
Invoice <\$15,000	Philip Coughlin	11/15/17	IM*0228244	\$ 120.00	Consultants Expense
Invoice <\$15,000	Crain's Chicago Business	11/15/17	IM*0228245	\$ 119.00	Publications
Invoice <\$15,000	Creation Engine Inc.	11/15/17	IM*0228246	\$ 1,610.00	Instructional Supplies
Invoice <\$15,000	Creative Gift Packaging Inc.	11/15/17	IM*0228247	\$ 185.44	Conference/Meeting Expense - Local
Invoice <\$15,000	Crosslax	11/15/17	IM*0228248	\$ 699.20	Instructional Supplies
Invoice <\$15,000	Tim Cursi	11/15/17	IM*0228249	\$ 160.00	Consultants Expense
Invoice <\$15,000	Jorge Cuale	11/15/17	IM*0228250	\$ 160.00	Consultants Expense
Invoice <\$15,000	Tim Cursi	11/15/17	IM*0228251	\$ 120.00	Consultants Expense
Invoice <\$15,000	E-Hillate, Inc.	11/15/17	IM*0228252	\$ 87.60	IT Maintenance Services
Invoice <\$15,000	D'Arliagan LLC	11/15/17	IM*0228253	\$ 466.82	Instructional Supplies
Invoice <\$15,000	Data Recognition Corporation	11/15/17	IM*0228254	\$ 893.98	Instructional Supplies
Invoice <\$15,000	Denson Shops, Inc.	11/15/17	IM*0228255	\$ 190.00	Maintenance Services Expense
Invoice <\$15,000	Denson Shops, Inc.	11/15/17	IM*0228256	\$ 52.50	Instructional Supplies
Invoice <\$15,000	DeVry University	11/15/17	IM*0228257	\$ 1,850.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Kathleen Diamond	11/15/17	IM*0228258	\$ 130.00	Consultants Expense
Invoice <\$15,000	Anita Dickson	11/15/17	IM*0228259	\$ 2,339.70	Unclaimed Property Liability
Invoice <\$15,000	DIRECTV, LLC	11/15/17	IM*0228260	\$ 124.51	Instructional Service Contracts
Invoice <\$15,000	DJK Technologies, Inc.	11/15/17	IM*0228261	\$ 766.50	Maintenance Services Expense
Invoice <\$15,000	Tammy Dolson	11/15/17	IM*0228262	\$ 500.00	Consultants Expense
Invoice <\$15,000	Drafting Equipment Warehouse	11/15/17	IM*0228263	\$ 350.45	Instructional Supplies
Invoice <\$15,000	Dupage Dodge Chrysler Jeep	11/15/17	IM*0228264	\$ 144.25	Purchase for Resale
Invoice <\$15,000	Dynegy Energy Services, LLC	11/15/17	IM*0228265	\$ 3,566.11	Electricity Expense
Invoice <\$15,000	E Instruments International LLC	11/15/17	IM*0228266	\$ 318.00	Maintenance Supplies
Invoice <\$15,000	Eastbay	11/15/17	IM*0228267	\$ 803.91	Funds Held in Custody of Others
Invoice <\$15,000	Ecolab	11/15/17	IM*0228268	\$ 1,363.66	Maintenance Supplies
Invoice <\$15,000	Scott Eggarding	11/15/17	IM*0228269	\$ 591.01	Other Conference & Meeting Expense
Invoice <\$15,000	Elliott Auto Supply Co., Inc.	11/15/17	IM*0228270	\$ 31.59	Purchase for Resale
Invoice <\$15,000	Elsevier	11/15/17	IM*0228271	\$ 9,332.76	Books and Binding Costs
Invoice <\$15,000	Elsevier, Inc.	11/15/17	IM*0228272	\$ 6,068.25	Instructional Service Contracts
Invoice <\$15,000	Elsevier, Inc.	11/15/17	IM*0228273	\$ 4,716.25	Instructional Service Contracts



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Enterprise Holdings, Inc.	11/15/17	IM*0228274	\$ 1,217.20	Travel - Out of State
Invoice <\$15,000	Heber Estrada	11/15/17	IM*0228275	\$ 160.00	Consultants Expense
Invoice <\$15,000	Eviva Pizzeria & Cafe Inc.	11/15/17	IM*0228276	\$ 69.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Ewert, Inc.	11/15/17	IM*0228277	\$ 257.05	Maintenance Supplies
Invoice <\$15,000	Fastsigns - Naperville	11/15/17	IM*0228278	\$ 657.50	Office Supplies
Invoice <\$15,000	Mark Febronio	11/15/17	IM*0228279	\$ 430.00	Consultants Expense
Invoice <\$15,000	FedEx	11/15/17	IM*0228280	\$ 82.50	Postage
Invoice <\$15,000	Madina Flaz	11/15/17	IM*0228281	\$ 350.00	Consultants Expense
Invoice <\$15,000	First Student, Inc.	11/15/17	IM*0228282	\$ 739.00	Conference/Meeting Expense - Local
Invoice <\$15,000	First Student, Inc.	11/15/17	IM*0228283	\$ 1,308.50	Other Conference & Meeting Expense
Invoice <\$15,000	Fisher Scientific Company	11/15/17	IM*0228284	\$ 3,276.79	Instructional Supplies
Invoice <\$15,000	Flagg Creek Water Reclamation District	11/15/17	IM*0228285	\$ 66.90	Water - Sewage Expense
Invoice <\$15,000	Flinn Scientific	11/15/17	IM*0228286	\$ 1,384.44	Instructional Supplies
Invoice <\$15,000	Follett's College of DuPage	11/15/17	IM*0228287	\$ 2,562.17	Instructional Supplies
Invoice <\$15,000	Follett's College of DuPage	11/15/17	IM*0228288	\$ 15.12	Instructional Supplies
Invoice <\$15,000	Follett's College of DuPage	11/15/17	IM*0228289	\$ 88.20	Other supplies
Invoice <\$15,000	Mark Foss	11/15/17	IM*0228290	\$ 2,345.00	Other Contractual Services Expense
Invoice <\$15,000	Fountainhead Press, Inc.	11/15/17	IM*0228291	\$ 66.00	Books and Binding Costs
Invoice <\$15,000	Sue Franzen	11/15/17	IM*0228292	\$ 3,953.04	Printing Expense
Invoice <\$15,000	Anthony Frigo	11/15/17	IM*0228293	\$ 120.00	Consultants Expense
Invoice <\$15,000	Front Rush LLC	11/15/17	IM*0228294	\$ 610.00	Other Contractual Services Expense
Invoice <\$15,000	Fry's Electronics, Inc.	11/15/17	IM*0228295	\$ 349.78	Instructional Supplies
Invoice <\$15,000	Fulton Catering Corp/D/B/A. Carnival Restaurant	11/15/17	IM*0228296	\$ 298.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Gans Ink & Supply Co.	11/15/17	IM*0228297	\$ 279.15	Office Supplies
Invoice <\$15,000	Margaret Gawrych	11/15/17	IM*0228298	\$ 1,100.00	Other Conference & Meeting Expense
Invoice <\$15,000	Erna Gawondyan	11/15/17	IM*0228299	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	George Ghawi	11/15/17	IM*0228300	\$ 160.00	Consultants Expense
Invoice <\$15,000	Gienbard Electric Supply Company	11/15/17	IM*0228301	\$ 256.39	Maintenance Supplies
Invoice <\$15,000	Rich Goodwin	11/15/17	IM*0228302	\$ 160.00	Consultants Expense
Invoice <\$15,000	Gordon Flesch Co.	11/15/17	IM*0228303	\$ 158.00	Maintenance Services Expense
Invoice <\$15,000	Chuck Graber	11/15/17	IM*0228304	\$ 160.00	Consultants Expense
Invoice <\$15,000	Grade Global, LLO/D/B/A Grade University	11/15/17	IM*0228305	\$ 895.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Grand Stage Lighting Co., Inc.	11/15/17	IM*0228306	\$ 163.98	Other supplies
Invoice <\$15,000	The Graphic Arts Studio, Inc.	11/15/17	IM*0228307	\$ 1,273.00	Printing Expense
Invoice <\$15,000	Graphic Chemical & Ink Co.	11/15/17	IM*0228308	\$ 28.78	Instructional Supplies
Invoice <\$15,000	Gyford Productions, LLC	11/15/17	IM*0228309	\$ 195.41	Maintenance Supplies
Invoice <\$15,000	H D Supply Waterworks	11/15/17	IM*0228310	\$ 1,555.00	Maintenance Supplies
Invoice <\$15,000	H-O-H Water Technology, Inc.	11/15/17	IM*0228311	\$ 2,335.00	Maintenance Supplies
Invoice <\$15,000	Vitali Hantsewch	11/15/17	IM*0228312	\$ 120.00	Consultants Expense
Invoice <\$15,000	David Harlan	11/15/17	IM*0228313	\$ 130.00	Consultants Expense
Invoice <\$15,000	Harrison Bros. Inc.	11/15/17	IM*0228314	\$ 497.02	Audio/Visual Materials
Invoice <\$15,000	HB Sherman Traps, Inc	11/15/17	IM*0228315	\$ 1,187.44	Instructional Supplies
Invoice <\$15,000	Henry Schein	11/15/17	IM*0228316	\$ 3,488.03	Other Materials & Supplies Expense
Invoice <\$15,000	Alejandra Hernandez	11/15/17	IM*0228317	\$ 50.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Octavio Herrera	11/15/17	IM*0228318	\$ 160.00	Consultants Expense
Invoice <\$15,000	Victor Herrera	11/15/17	IM*0228319	\$ 600.00	Consultants Expense
Invoice <\$15,000	Home Depot - Downers Grove	11/15/17	IM*0228320	\$ 377.00	Instructional Supplies
Invoice <\$15,000	Hol Bird, Inc.	11/15/17	IM*0228321	\$ 554.00	Other supplies
Invoice <\$15,000	The Howard Pich Entertainment Company Inc.	11/15/17	IM*0228322	\$ 6,250.00	Other Contractual Services Expense
Invoice <\$15,000	IAODAPCA, Inc.	11/15/17	IM*0228323	\$ 102.50	Dues
Invoice <\$15,000	IBM Corporation	11/15/17	IM*0228324	\$ 8,339.00	IT Maintenance Services
Invoice <\$15,000	ICCB-IL Community College	11/15/17	IM*0228325	\$ 44.91	Dept of Education
Invoice <\$15,000	ICCCSSO	11/15/17	IM*0228326	\$ 50.00	Dues
Invoice <\$15,000	Ice Cream on Wheels, Inc.	11/15/17	IM*0228327	\$ 1,500.00	Funds Held in Custody of Others
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	11/15/17	IM*0228328	\$ 8,100.00	International Travel - Field Studies
Invoice <\$15,000	ICH-CMS	11/15/17	IM*0228329	\$ 2,930.00	IT Maintenance Services
Invoice <\$15,000	Kentatronics, Inc.	11/15/17	IM*0228330	\$ 1,836.82	Office Supplies
Invoice <\$15,000	ILICO, Inc.	11/15/17	IM*0228332	\$ 4,059.62	Equipment - Instructional
Invoice <\$15,000	Illinois Heartland Library System	11/15/17	IM*0228333	\$ 5.25	Other Contractual Services Expense
Invoice <\$15,000	Illinois Manufacturers Assoc.	11/15/17	IM*0228334	\$ 75.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Illinois State Toll Hwy Authority	11/15/17	IM*0228335	\$ 143.09	Food - Non Vending
Invoice <\$15,000	Imprint Enterprises	11/15/17	IM*0228336	\$ 88.08	Other Materials & Supplies Expense
Invoice <\$15,000	INACSL-Int'l Nursing Assoc for Clinical Simulation &	11/15/17	IM*0228337	\$ 532.00	Dues
Invoice <\$15,000	Indian Boundary YMCA	11/15/17	IM*0228338	\$ 50.00	Travel - Out of State
Invoice <\$15,000	Indiana Academy of Science	11/15/17	IM*0228339	\$ 21.20	Books and Binding Costs
Invoice <\$15,000	inlowit, Inc.	11/15/17	IM*0228340	\$ 2,760.00	Other Contractual Services Expense
Invoice <\$15,000	IngMar Medical, Ltd	11/15/17	IM*0228341	\$ 2,637.00	Instructional Supplies
Invoice <\$15,000	Iron Mountain Off Site Data	11/15/17	IM*0228342	\$ 542.04	IT Maintenance Services
Invoice <\$15,000	iStockphoto LP	11/15/17	IM*0228343	\$ 5,033.00	Other Contractual Services Expense
Invoice <\$15,000	Glenn Iler	11/15/17	IM*0228344	\$ 1,050.00	Funds Held in Custody of Others
Invoice <\$15,000	J.J. Kaffer & Associates, Inc.	11/15/17	IM*0228345	\$ 1,944.96	Instructional Supplies
Invoice <\$15,000	John Jakobsz	11/15/17	IM*0228346	\$ 120.00	Consultants Expense
Invoice <\$15,000	Jameco Electronics	11/15/17	IM*0228347	\$ 46.33	Instructional Supplies
Invoice <\$15,000	The Jellyvision Lab, Inc.	11/15/17	IM*0228348	\$ 14,500.00	Alex Benefits - Annual Enrollment
Invoice <\$15,000	Jenn Sales Corporation	11/15/17	IM*0228349	\$ 90.00	Instructional Supplies
Invoice <\$15,000	Jack Jones	11/15/17	IM*0228350	\$ 160.00	Consultants Expense
Invoice <\$15,000	George Kasper	11/15/17	IM*0228351	\$ 320.00	Consultants Expense
Invoice <\$15,000	Andi Keca	11/15/17	IM*0228352	\$ 120.00	Consultants Expense
Invoice <\$15,000	Andi Keca	11/15/17	IM*0228353	\$ 120.00	Consultants Expense
Invoice <\$15,000	Kent Adhesive Products/Kapoo	11/15/17	IM*0228354	\$ 110.73	Office Supplies
Invoice <\$15,000	Jim Kettleson	11/15/17	IM*0228355	\$ 160.00	Consultants Expense
Invoice <\$15,000	Key Code Media	11/15/17	IM*0228356	\$ 5,704.00	Non-Capital equipment
Invoice <\$15,000	Safia Khan	11/15/17	IM*0228357	\$ 120.67	Conference/Meeting Expense - Local
Invoice <\$15,000	Kiesler's Police Supply, Inc.	11/15/17	IM*0228358	\$ 11,162.75	Inventory
Invoice <\$15,000	Joseph Kim	11/15/17	IM*0228359	\$ 120.00	Consultants Expense
Invoice <\$15,000	David King	11/15/17	IM*0228360	\$ 130.00	Consultants Expense
Invoice <\$15,000	Arind Koclu	11/15/17	IM*0228361	\$ 280.00	Consultants Expense
Invoice <\$15,000	Koko's Grill, Llc	11/15/17	IM*0228362	\$ 463.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Krager's Tire Centers Inc.	11/15/17	IM*0228363	\$ 87.50	Vehicle Supplies
Invoice <\$15,000	Brett Kramer	11/15/17	IM*0228364	\$ 240.00	Instructional Service Contracts



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice - \$15,000	Krystian Krzyzak	11/15/17	IM*0228365	\$ 200.00	Consultants Expense
Invoice - \$15,000	Labor Arbitration Institute	11/15/17	IM*0228366	\$ 375.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Labsource	11/15/17	IM*0228367	\$ 564.96	Instructional Supplies
Invoice - \$15,000	Lakeshore Medical Resources, Inc	11/15/17	IM*0228368	\$ 450.00	Maintenance Services Expense
Invoice - \$15,000	Lakeshore Recycling Systems, LLC	11/15/17	IM*0228369	\$ 160.78	Other Materials & Supplies Expense
Invoice - \$15,000	David Laning	11/15/17	IM*0228370	\$ 130.00	Consultants Expense
Invoice - \$15,000	Lan's Ace Hardware-Glen Ellyn	11/15/17	IM*0228371	\$ 358.72	Instructional Supplies
Invoice - \$15,000	Car Reflections	11/15/17	IM*0228372	\$ 595.00	Non-Capital equipment
Invoice - \$15,000	Lex Meat, LTD	11/15/17	IM*0228373	\$ 5,570.46	Instructional Supplies
Invoice - \$15,000	Liberty Chevrolet, Inc.	11/15/17	IM*0228374	\$ 666.87	Maintenance Services Expense
Invoice - \$15,000	The Lincoln Electric Company	11/15/17	IM*0228375	\$ 317.92	Instructional Supplies
Invoice - \$15,000	Lincoln Library	11/15/17	IM*0228376	\$ 26.95	Other Contractual Services Expense
Invoice - \$15,000	Lisle-Woodridge Fire Protection District	11/15/17	IM*0228377	\$ 500.00	Maintenance Services Expense
Invoice - \$15,000	LMP Services	11/15/17	IM*0228378	\$ 482.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Lombard Toyota	11/15/17	IM*0228379	\$ 155.44	Purchase for Resale
Invoice - \$15,000	Scott Lupa	11/15/17	IM*0228380	\$ 223.17	Agency Scholarships
Invoice - \$15,000	The Lutheran University Association, Inc.	11/15/17	IM*0228381	\$ 860.29	Other Contractual Services Expense
Invoice - \$15,000	Frank Lyons	11/15/17	IM*0228382	\$ 160.00	Consultants Expense
Invoice - \$15,000	M M Midwest Trading LLC	11/15/17	IM*0228383	\$ 448.00	Conference/Meeting Expense - Local
Invoice - \$15,000	Mack Avenue Records II, LLC	11/15/17	IM*0228384	\$ 163.83	Advertising Expense
Invoice - \$15,000	Maquet Medical Systems USA	11/15/17	IM*0228385	\$ 1,578.78	Instructional Supplies
Invoice - \$15,000	Marberry Cleaning Family	11/15/17	IM*0228386	\$ 75.20	Maintenance Services Expense
Invoice - \$15,000	Mario's Carl Llc	11/15/17	IM*0228387	\$ 595.00	Other Conference & Meeting Expense
Invoice - \$15,000	Market Lab	11/15/17	IM*0228388	\$ 2,367.53	Instructional Supplies
Invoice - \$15,000	Marketron Broadcast Solutions	11/15/17	IM*0228389	\$ 294.00	Maintenance Services Expense
Invoice - \$15,000	Marsh USA Inc.	11/15/17	IM*0228390	\$ 2,573.00	Workers Compensation Insurance
Invoice - \$15,000	Malco Tools Corporation	11/15/17	IM*0228391	\$ 22.40	Maintenance Services Expense
Invoice - \$15,000	Martina Mathisen	11/15/17	IM*0228392	\$ 250.00	Other Conference & Meeting Expense
Invoice - \$15,000	MATI Coffee	11/15/17	IM*0228393	\$ 150.00	Maintenance Services Expense
Invoice - \$15,000	Matthew Bender & Co., Inc.	11/15/17	IM*0228394	\$ 556.99	Books and Binding Costs
Invoice - \$15,000	Juan Matute	11/15/17	IM*0228395	\$ 120.00	Consultants Expense
Invoice - \$15,000	Jen Mayfield	11/15/17	IM*0228396	\$ 120.00	Consultants Expense
Invoice - \$15,000	Janice McGeary	11/15/17	IM*0228397	\$ 130.00	Consultants Expense
Invoice - \$15,000	McGraw-Hill Global Education, Inc.	11/15/17	IM*0228398	\$ 393.30	Books and Binding Costs
Invoice - \$15,000	McKesson General Medical Corporation	11/15/17	IM*0228399	\$ 10.76	Instructional Supplies
Invoice - \$15,000	McMaster Carr Supply	11/15/17	IM*0228400	\$ 8,003.83	Equipment - Instructional
Invoice - \$15,000	Medical Assisting Education Review Board	11/15/17	IM*0228402	\$ 1,200.00	Dues
Invoice - \$15,000	Medline Industries	11/15/17	IM*0228403	\$ 331.40	Instructional Supplies
Invoice - \$15,000	Mendel Plumbing & Heating, Inc.	11/15/17	IM*0228404	\$ 4,400.00	Other Contractual Services Expense
Invoice - \$15,000	Meyer Entertainment Group	11/15/17	IM*0228405	\$ 7,500.00	Other Contractual Services Expense
Invoice - \$15,000	MI-Box	11/15/17	IM*0228406	\$ 198.00	Rental Facility
Invoice - \$15,000	Micro Center Sales Corporation	11/15/17	IM*0228407	\$ 749.98	IT Maintenance Services
Invoice - \$15,000	Run With It, LLC	11/15/17	IM*0228408	\$ 1,900.00	Other Contractual Services Expense
Invoice - \$15,000	Minifax	11/15/17	IM*0228409	\$ 485.00	Office Supplies
Invoice - \$15,000	Minnesota Public Radio	11/15/17	IM*0228410	\$ 118.50	Other Contractual Services Expense
Invoice - \$15,000	Ricky Mohammed	11/15/17	IM*0228411	\$ 2,200.00	Retiree Healthcare Payments
Invoice - \$15,000	Premialtha Mony	11/15/17	IM*0228412	\$ 150.00	Other Contractual Services Expense
Invoice - \$15,000	Moore Medical, LLC	11/15/17	IM*0228413	\$ 312.00	Instructional Supplies
Invoice - \$15,000	Molama Music LLC	11/15/17	IM*0228414	\$ 159.60	Advertising Expense
Invoice - \$15,000	Motion Industries	11/15/17	IM*0228415	\$ 66.10	Maintenance Supplies
Invoice - \$15,000	Mr. Davids Flooring International LLC	11/15/17	IM*0228416	\$ 2,029.00	Other Contractual Services Expense
Invoice - \$15,000	MSC Industrial Supply	11/15/17	IM*0228417	\$ 3,829.09	Instructional Supplies
Invoice - \$15,000	Nashua Corporation	11/15/17	IM*0228419	\$ 2,181.00	Printing Expense
Invoice - \$15,000	National Construction Rentals, Inc.	11/15/17	IM*0228420	\$ 696.50	Other Conference & Meeting Expense
Invoice - \$15,000	National League for Nursing, Inc.	11/15/17	IM*0228421	\$ 1,730.00	Dues
Invoice - \$15,000	National Pan Co, LLC	11/15/17	IM*0228422	\$ 857.30	Advertising Expense
Invoice - \$15,000	Nazes of America, Inc.	11/15/17	IM*0228423	\$ 781.32	Advertising Expense
Invoice - \$15,000	Greg Nelson	11/15/17	IM*0228424	\$ 160.00	Consultants Expense
Invoice - \$15,000	North East Multi Regional Training	11/15/17	IM*0228425	\$ 2,375.00	Other Conference & Meeting Expense
Invoice - \$15,000	New Atlanta Communications	11/15/17	IM*0228426	\$ 1,000.00	IT Maintenance Services
Invoice - \$15,000	New Day Films	11/15/17	IM*0228427	\$ 104.10	Books and Binding Costs
Invoice - \$15,000	New Dimensions Management Systems, Inc.	11/15/17	IM*0228428	\$ 7,338.00	Equipment - Instructional
Invoice - \$15,000	The New Haven Companies	11/15/17	IM*0228429	\$ 708.50	Maintenance Supplies
Invoice - \$15,000	New Readers Press	11/15/17	IM*0228430	\$ 4,412.78	Instructional Supplies
Invoice - \$15,000	New Readers Press	11/15/17	IM*0228431	\$ 112.22	Instructional Supplies
Invoice - \$15,000	Newark Electronics	11/15/17	IM*0228432	\$ 146.91	IT Maintenance Services
Invoice - \$15,000	Normal, LLC	11/15/17	IM*0228433	\$ 1,400.00	Printing Expense
Invoice - \$15,000	Bryan Norwood	11/15/17	IM*0228434	\$ 240.00	Consultants Expense
Invoice - \$15,000	Kerlyn O'Donnell	11/15/17	IM*0228435	\$ 120.00	Consultants Expense
Invoice - \$15,000	Office Depot	11/15/17	IM*0228436	\$ 14,115.57	Office Supplies
Invoice - \$15,000	Omnigraphics, Inc.	11/15/17	IM*0228452	\$ 141.55	Books and Binding Costs
Invoice - \$15,000	Open Table, Inc.	11/15/17	IM*0228453	\$ 307.50	Other Contractual Services Expense
Invoice - \$15,000	Opus 3 Artists LLC	11/15/17	IM*0228454	\$ 10,000.00	Other Contractual Services Expense
Invoice - \$15,000	Oracle America, Inc.	11/15/17	IM*0228455	\$ 10,794.60	IT Maintenance Services
Invoice - \$15,000	Jeffrey Otterby	11/15/17	IM*0228456	\$ 160.00	Consultants Expense
Invoice - \$15,000	OverDrive, Inc.	11/15/17	IM*0228457	\$ 210.47	Books and Binding Costs
Invoice - \$15,000	Pace Systems, Inc.	11/15/17	IM*0228458	\$ 640.00	IT Maintenance Services
Invoice - \$15,000	PACHS II/Cadence Occupational Health	11/15/17	IM*0228459	\$ 2,462.33	Instructional Service Contracts
Invoice - \$15,000	Miguel Panduro	11/15/17	IM*0228460	\$ 640.00	Consultants Expense
Invoice - \$15,000	Paperclip Communications	11/15/17	IM*0228461	\$ 389.00	Instructional Supplies
Invoice - \$15,000	Pattin Industries Inc.	11/15/17	IM*0228462	\$ 2,347.84	Facilities Maintenance Service Expense
Invoice - \$15,000	PC Nametag Inc	11/15/17	IM*0228463	\$ 897.82	Instructional Supplies
Invoice - \$15,000	Pepsi Purchases	11/15/17	IM*0228464	\$ 586.65	Purchase for Resale
Invoice - \$15,000	Poracky and Associates, LTD	11/15/17	IM*0228465	\$ 40.00	Refuse Disposal Expense
Invoice - \$15,000	Praxair/Gas Tech	11/15/17	IM*0228466	\$ 2,505.65	Instructional Supplies
Invoice - \$15,000	Presstek Holdings, Inc.	11/15/17	IM*0228467	\$ 1,806.93	Maintenance Services Expense
Invoice - \$15,000	PRETRAX, INC	11/15/17	IM*0228468	\$ 2,235.88	Other Contractual Services Expense
Invoice - \$15,000	Proforma Century Promotions	11/15/17	IM*0228469	\$ 469.80	Instructional Supplies
Invoice - \$15,000	Michael Przybylski	11/15/17	IM*0228470	\$ 120.00	Consultants Expense
Invoice - \$15,000	PT Holdings LLC	11/15/17	IM*0228471	\$ 1,710.00	Maintenance Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 592  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cpd.edu/about/offices\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cpd.edu/about/offices_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Public Safety Communication	11/15/17	IM*0228472	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	Arkadiusz Pugaczewicz	11/15/17	IM*0228473	\$ 120.00	Consultants Expense
Invoice <\$15,000	Phil Pupilo	11/15/17	IM*0228474	\$ 110.00	Consultants Expense
Invoice <\$15,000	QuadMed, Inc.	11/15/17	IM*0228475	\$ 152.85	Instructional Supplies
Invoice <\$15,000	Quality Lift Truck Service, Inc.	11/15/17	IM*0228476	\$ 1,189.12	Maintenance Supplies
Invoice <\$15,000	Quinlan & Fabish Music Company, Inc.	11/15/17	IM*0228477	\$ 1,590.00	Other Contractual Services Expense
Invoice <\$15,000	Radiation Detection Company	11/15/17	IM*0228478	\$ 670.50	Instructional Supplies
Invoice <\$15,000	Chuck Rakish	11/15/17	IM*0228479	\$ 120.00	Consultants Expense
Invoice <\$15,000	Reed Illinois Corporation	11/15/17	IM*0228480	\$ 13,821.00	Building Remodeling Expense
Invoice <\$15,000	Shara May Refugio	11/15/17	IM*0228481	\$ 42.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Revere Electric Supply	11/15/17	IM*0228482	\$ 1,507.11	Instructional Supplies
Invoice <\$15,000	RPC Leadership Associates, Inc.	11/15/17	IM*0228483	\$ 1,500.00	Instructional Service Contracts
Invoice <\$15,000	Next Hill Productions, LLC	11/15/17	IM*0228484	\$ 7,200.00	Other Contractual Services Expense
Invoice <\$15,000	Patrick Rock	11/15/17	IM*0228485	\$ 130.00	Consultants Expense
Invoice <\$15,000	Rogers Athletics	11/15/17	IM*0228486	\$ 1,850.00	Non-Capital equipment
Invoice <\$15,000	Rooy Media LLC	11/15/17	IM*0228487	\$ 256.00	Books and Binding Costs
Invoice <\$15,000	Rumpel Shirt Skin, Inc.	11/15/17	IM*0228488	\$ 111.00	Other supplies
Invoice <\$15,000	S.J. Carlson Fire Protection	11/15/17	IM*0228489	\$ 3,464.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Sage Publications, Inc.	11/15/17	IM*0228490	\$ 1,070.00	Books and Binding Costs
Invoice <\$15,000	Solraaj Salu	11/15/17	IM*0228491	\$ 300.00	Other Contractual Services Expense
Invoice <\$15,000	Salt Creek Music Teachers Association	11/15/17	IM*0228492	\$ 2,568.91	Art Center Deposit Liability
Invoice <\$15,000	Salvation Army-Army Lake Camp	11/15/17	IM*0228493	\$ 423.00	Travel - Out of State
Invoice <\$15,000	Sam Carbis Solutions Group, LLC	11/15/17	IM*0228494	\$ 149.41	Instructional Supplies
Invoice <\$15,000	Luis Santolan	11/15/17	IM*0228495	\$ 100.00	Other Contractual Services Expense
Invoice <\$15,000	Scant Air Technologies, Inc.	11/15/17	IM*0228496	\$ 267.00	Other Contractual Services Expense
Invoice <\$15,000	Screening for Mental Health, Inc.	11/15/17	IM*0228497	\$ 550.00	Consultants Expense
Invoice <\$15,000	Sealco, Inc.	11/15/17	IM*0228498	\$ 350.31	Maintenance Supplies
Invoice <\$15,000	Daniel Seiler	11/15/17	IM*0228499	\$ 1,450.00	Other Contractual Services Expense
Invoice <\$15,000	Marvin Shade	11/15/17	IM*0228500	\$ 160.00	Consultants Expense
Invoice <\$15,000	Shaw Suburban Media Group	11/15/17	IM*0228501	\$ 5,176.32	Advertising Expense
Invoice <\$15,000	Shawin Williams Company	11/15/17	IM*0228502	\$ 247.40	Maintenance Supplies
Invoice <\$15,000	United Parcel Service	11/15/17	IM*0228503	\$ 106.79	Postage
Invoice <\$15,000	SHI International Corp	11/15/17	IM*0228504	\$ 333.95	Other supplies
Invoice <\$15,000	Cayetano Silva	11/15/17	IM*0228505	\$ 120.00	Consultants Expense
Invoice <\$15,000	Stavros Siomos	11/15/17	IM*0228506	\$ 1,500.00	Consultants Expense
Invoice <\$15,000	Jacqueline Skryd	11/15/17	IM*0228507	\$ 130.00	Consultants Expense
Invoice <\$15,000	Jacqueline Skryd	11/15/17	IM*0228508	\$ 130.00	Consultants Expense
Invoice <\$15,000	Jacqueline Skryd	11/15/17	IM*0228509	\$ 200.00	Consultants Expense
Invoice <\$15,000	Kristal Solis	11/15/17	IM*0228510	\$ 425.00	Funds Held in Custody of Others
Invoice <\$15,000	Sonnenzimmer	11/15/17	IM*0228511	\$ 375.00	Other supplies
Invoice <\$15,000	Sparkfun Electronics Inc.	11/15/17	IM*0228512	\$ 294.38	Instructional Supplies
Invoice <\$15,000	Spok, Inc.	11/15/17	IM*0228513	\$ 13.66	Telephone Expense
Invoice <\$15,000	Spray Technology Applications & Sales, Inc.	11/15/17	IM*0228514	\$ 281.44	Maintenance Supplies
Invoice <\$15,000	Caroline Stauber	11/15/17	IM*0228515	\$ 200.00	Consultants Expense
Invoice <\$15,000	Stephan Sales	11/15/17	IM*0228516	\$ 827.00	Instructional Supplies
Invoice <\$15,000	StepWare, Inc.	11/15/17	IM*0228517	\$ 349.00	Other Contractual Services Expense
Invoice <\$15,000	Stanley Stern	11/15/17	IM*0228518	\$ 214.90	Books and Binding Costs
Invoice <\$15,000	Illinois Metropolitan Soccer League	11/15/17	IM*0228519	\$ 170.00	Field Rental - Soccer
Invoice <\$15,000	Strategic Cost Control, Inc.	11/15/17	IM*0228520	\$ 800.00	Unemployment Insurance Expense
Invoice <\$15,000	Donald Sullivan	11/15/17	IM*0228521	\$ 1,782.00	Retiree Healthcare Payments
Invoice <\$15,000	Sunbelt Rentals, Inc.	11/15/17	IM*0228522	\$ 263.25	Instructional Supplies
Invoice <\$15,000	Cindy Surman	11/15/17	IM*0228523	\$ 900.00	Other Contractual Services Expense
Invoice <\$15,000	Laann Surmin	11/15/17	IM*0228524	\$ 160.00	Consultants Expense
Invoice <\$15,000	Survey Monkey Inc.	11/15/17	IM*0228525	\$ 288.00	Instructional Supplies
Invoice <\$15,000	Daniel Szaliga	11/15/17	IM*0228526	\$ 120.00	Consultants Expense
Invoice <\$15,000	Celeste Tabor	11/15/17	IM*0228527	\$ 45.00	Unclaimed Property Liability
Invoice <\$15,000	Ramiro Talavera	11/15/17	IM*0228528	\$ 120.00	Consultants Expense
Invoice <\$15,000	Telesource Services, Inc.	11/15/17	IM*0228529	\$ 1,337.56	IT Maintenance Services
Invoice <\$15,000	Temperature Equipment	11/15/17	IM*0228530	\$ 68.00	Maintenance Supplies
Invoice <\$15,000	Terrace Supply Company	11/15/17	IM*0228531	\$ 1,262.04	Instructional Supplies
Invoice <\$15,000	Theatretworks, USA	11/15/17	IM*0228532	\$ 4,650.00	Other Contractual Services Expense
Invoice <\$15,000	Thermflo Inc.	11/15/17	IM*0228533	\$ 997.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Thomson Reuters	11/15/17	IM*0228534	\$ 224.75	Books and Binding Costs
Invoice <\$15,000	Tlo (The Last One)	11/15/17	IM*0228535	\$ 25.00	Other Contractual Services Expense
Invoice <\$15,000	Transtar	11/15/17	IM*0228536	\$ 593.55	Instructional Supplies
Invoice <\$15,000	Treelap Products, Inc.	11/15/17	IM*0228537	\$ 414.02	Maintenance Supplies
Invoice <\$15,000	Tribune Media Company	11/15/17	IM*0228538	\$ 4,405.00	Advertising Expense
Invoice <\$15,000	United Stations Radio Networks	11/15/17	IM*0228539	\$ 675.00	Other Contractual Services Expense
Invoice <\$15,000	University of Chicago Interlibrary Loan Lending Service	11/15/17	IM*0228540	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	United Parcel Service	11/15/17	IM*0228541	\$ 720.05	Postage
Invoice <\$15,000	Andrew Uram	11/15/17	IM*0228542	\$ 25.00	Locker Deposits Payable
Invoice <\$15,000	Urban Elevator Service, Inc.	11/15/17	IM*0228543	\$ 2,204.23	Facilities Maintenance Service Expense
Invoice <\$15,000	USA Today	11/15/17	IM*0228544	\$ 333.12	Publications
Invoice <\$15,000	Scott Vandemoon	11/15/17	IM*0228545	\$ 160.00	Consultants Expense
Invoice <\$15,000	Scott Vandemoon	11/15/17	IM*0228546	\$ 160.00	Consultants Expense
Invoice <\$15,000	Paul Vane	11/15/17	IM*0228547	\$ 120.00	Consultants Expense
Invoice <\$15,000	Village of Carol Stream	11/15/17	IM*0228548	\$ 104.84	Water - Sewage Expense
Invoice <\$15,000	Eukogio Villalpando	11/15/17	IM*0228549	\$ 280.00	Consultants Expense
Invoice <\$15,000	William Vincent	11/15/17	IM*0228550	\$ 200.00	Consultants Expense
Invoice <\$15,000	John Vito	11/15/17	IM*0228551	\$ 320.00	Consultants Expense
Invoice <\$15,000	Christopher Viverito	11/15/17	IM*0228552	\$ 110.00	Consultants Expense
Invoice <\$15,000	Boris Vukovic	11/15/17	IM*0228553	\$ 120.00	Consultants Expense
Invoice <\$15,000	VWR Funding, Inc. y/D/B/A Sargent Welch	11/15/17	IM*0228554	\$ 1,317.88	Instructional Supplies
Invoice <\$15,000	Yan Wang	11/15/17	IM*0228555	\$ 100.00	Funds Held in Custody of Others
Invoice <\$15,000	Waste Management of Illinois-West	11/15/17	IM*0228556	\$ 6,938.26	Refuse Disposal Expense
Invoice <\$15,000	WBBM-AM	11/15/17	IM*0228557	\$ 3,610.00	Advertising Expense
Invoice <\$15,000	Weselsk & Associates	11/15/17	IM*0228558	\$ 3,750.00	Instructional Service Contracts
Invoice <\$15,000	West Suburban Travelers	11/15/17	IM*0228559	\$ 674.50	Conference/Meeting Expense - Local
Invoice <\$15,000	Western Surety Company DBA CNA Surety	11/15/17	IM*0228560	\$ 90.00	Other supplies
Invoice <\$15,000	Whealon Chamber of Commerce	11/15/17	IM*0228561	\$ 25.00	Conference/Meeting Expense - Local

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH-NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

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[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)

Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Wilkins Anderson	11/15/17	IM*0228562	\$ 204.00	Instructional Supplies
Invoice <\$15,000	Alyssa Wilkins	11/15/17	IM*0228563	\$ 300.00	Consultants Expense
Invoice <\$15,000	Rhonda Williams	11/15/17	IM*0228564	\$ 200.00	Consultants Expense
Invoice <\$15,000	Windy City Truck Repair, Inc.	11/15/17	IM*0228565	\$ 3,219.89	Maintenance Services Expense
Invoice <\$15,000	WXRT/IFM	11/15/17	IM*0228566	\$ 2,800.00	Advertising Expense
Invoice <\$15,000	Xerox Corporation	11/15/17	IM*0228567	\$ 13,938.74	Rental - Equipment
Invoice <\$15,000	Xpressmyself.com, LLC	11/15/17	IM*0228568	\$ 58.95	Maintenance Supplies
Invoice <\$15,000	Yankee Book Peddler, Inc.	11/15/17	IM*0228569	\$ 14,903.28	Books and Binding Costs
Invoice <\$15,000	YWCA of Metropolitan Chicago	11/15/17	IM*0228570	\$ 1,000.00	Consultants Expense
Invoice <\$15,000	Tomasz Zajaczkowski	11/15/17	IM*0228571	\$ 120.00	Consultants Expense
Employee Reimb	Karen Arensen	11/16/17	IM*0228572	\$ 164.02	Instructional Supplies
Employee Reimb	Karan Batka	11/16/17	IM*0228573	\$ 1,782.60	Tuition Reimbursement-Faculty
Employee Reimb	Thomas Brady	11/16/17	IM*0228574	\$ 24.00	Travel - In Dist / In State
Employee Reimb	Suzanne Bruce	11/16/17	IM*0228575	\$ 87.21	Instructional Supplies
Employee Reimb	Mary Cocchelli	11/16/17	IM*0228576	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	David Fazzini	11/16/17	IM*0228577	\$ 753.78	Tuition Reimbursement-Faculty
Employee Reimb	James Fisher	11/16/17	IM*0228578	\$ 52.75	Mileage In District / In State
Employee Reimb	Christopher Gekas	11/16/17	IM*0228579	\$ 573.78	Travel - Out of State
Employee Reimb	Swarup Gupta	11/16/17	IM*0228580	\$ 8.56	Mileage In District / In State
Employee Reimb	Margaret Hernandez	11/16/17	IM*0228581	\$ 215.81	Mileage Out of District/Out of State
Employee Reimb	Jennifer Anne Hill	11/16/17	IM*0228582	\$ 217.28	Travel - In Dist / In State
Employee Reimb	Joseph Houdek	11/16/17	IM*0228583	\$ 19.80	Mileage In District / In State
Employee Reimb	Linda Jenkins	11/16/17	IM*0228584	\$ 192.50	Tuition Reimbursement-CODA
Employee Reimb	Laurel Jolly-McCarthy	11/16/17	IM*0228585	\$ 255.00	Instructional Supplies
Employee Reimb	Jeanne Kempick	11/16/17	IM*0228586	\$ 51.01	Mileage In District / In State
Employee Reimb	James Kosticki	11/16/17	IM*0228587	\$ 250.00	Tuition Reimbursement-Admin
Employee Reimb	Joseph Latoria	11/16/17	IM*0228588	\$ 122.22	Instructional Supplies
Employee Reimb	I Chen Lin	11/16/17	IM*0228589	\$ 101.03	Mileage In District / In State
Employee Reimb	Bonnie Loder	11/16/17	IM*0228590	\$ 165.00	Tuition Reimbursement-Faculty
Employee Reimb	Paolo Mazza	11/16/17	IM*0228591	\$ 1,127.22	Travel - Out of State
Employee Reimb	Tamara McClain	11/16/17	IM*0228592	\$ 1,963.03	Travel - Out of State
Employee Reimb	Kelly McFadden	11/16/17	IM*0228593	\$ 21.14	Instructional Supplies
Employee Reimb	Jelymar Mejia	11/16/17	IM*0228594	\$ 430.64	Conference/Meeting Expense - Local
Employee Reimb	Timothy Meyers	11/16/17	IM*0228595	\$ 37.17	Instructional Supplies
Employee Reimb	Pierre Michels	11/16/17	IM*0228596	\$ 131.26	Other Conference & Meeting Expense
Employee Reimb	Scott Milkovich	11/16/17	IM*0228597	\$ 218.88	Travel - In Dist / In State
Employee Reimb	Y Samuel Mirani	11/16/17	IM*0228598	\$ 1,124.07	Travel - Out of State
Employee Reimb	Lucille Mok	11/16/17	IM*0228600	\$ 376.85	Dues - Faculty
Employee Reimb	Mary Moore	11/16/17	IM*0228601	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Linda Neiman	11/16/17	IM*0228602	\$ 296.35	Travel - In Dist / In State
Employee Reimb	Kyle Newman	11/16/17	IM*0228603	\$ 864.19	Travel - Out of State
Employee Reimb	Marcella Nowak	11/16/17	IM*0228604	\$ 42.53	Tuition Reimbursement-Classified
Employee Reimb	Patricia O'Shaughnessy	11/16/17	IM*0228605	\$ 192.85	Conference/Meeting Expense - Local
Employee Reimb	Renee Oakley	11/16/17	IM*0228606	\$ 26.75	Mileage In District / In State
Employee Reimb	Roland Raffel	11/16/17	IM*0228607	\$ 2,156.89	Advertising Expense
Employee Reimb	Matthew Rahn	11/16/17	IM*0228608	\$ 348.85	Travel - In Dist / In State
Employee Reimb	Mark Rudisill	11/16/17	IM*0228609	\$ 725.00	Dues - Faculty
Employee Reimb	Mary Sgarlato	11/16/17	IM*0228610	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Janis Slob	11/16/17	IM*0228611	\$ 11.99	Instructional Supplies
Employee Reimb	Mitzi Thomas	11/16/17	IM*0228612	\$ 164.79	Mileage In District / In State
Employee Reimb	Judith Thommes	11/16/17	IM*0228613	\$ 45.97	Conference/Meeting Expense - Local
Employee Reimb	Belinda Tijerina	11/16/17	IM*0228614	\$ 269.17	Other Conference & Meeting Expense
Employee Reimb	Tina Trinidad	11/16/17	IM*0228615	\$ 91.00	Other Conference & Meeting Expense
Employee Reimb	Judy Turcan-Shoup	11/16/17	IM*0228616	\$ 253.02	Dues - Faculty
Employee Reimb	Raul Valladares	11/16/17	IM*0228617	\$ 125.00	Tuition Reimbursement-Classified
Employee Reimb	Judith Vosicky	11/16/17	IM*0228618	\$ 574.70	Travel - Out of State
Employee Reimb	Suzanne Wielgos	11/16/17	IM*0228619	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Shawn Wochner	11/16/17	IM*0228620	\$ 1,759.73	Travel - Out of State
Employee Reimb	Michael Wolkowitz	11/16/17	IM*0228621	\$ 21.40	Mileage In District / In State
Invoice <\$15,000	Neal Sales-Griffin	11/16/17	IM*0228622	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	Delta Dental of Illinois	11/16/17	IM*0228623	\$ 2,849.20	Dental DMO Premium November 2017
Invoice <\$15,000	Unum Life Insurance Company of America	11/16/17	IM*0228624	\$ 14,375.42	Long Term Care - Insurance
Invoice <\$15,000	Delta Dental of Illinois	11/16/17	IM*0228625	\$ 43,471.67	Dental PPO Premium October 2017
Invoice <\$15,000	Reliance Standard Life Insurance Company	11/16/17	IM*0228626	\$ 44,332.01	Life Insurance
Invoice <\$15,000	Commonwealth Edison-Carol Stream	11/16/17	IM*0228627	\$ 75,817.61	Electricity Expense
Invoice <\$15,000	Commonwealth Edison-Carol Stream	11/16/17	IM*0228628	\$ 74,823.87	Electricity Expense
Invoice <\$15,000	Dynegy Energy Services, LLC	11/16/17	IM*0228629	\$ 150,599.70	Electricity Expense
Invoice <\$15,000	ILCA	11/17/17	IM*0228630	\$ 115.00	Dues - Faculty
Invoice <\$15,000	ILCA	11/17/17	IM*0228631	\$ 115.00	Dues - Classified
Invoice <\$15,000	Blitt and Gaines, PC	11/20/17	IM*0228632	\$ 345.11	Wage Assignments
Invoice <\$15,000	Educ Loan - AES PHEAA	11/20/17	IM*0228633	\$ 100.99	Wage Assignments
Invoice <\$15,000	Great Lakes Higher Education Guaranty Corporation	11/20/17	IM*0228634	\$ 676.59	Wage Assignments
Invoice <\$15,000	Vijay Gupta	11/20/17	IM*0228635	\$ 63.71	Wage Assignments
Invoice <\$15,000	International Union of Operating Engineers	11/20/17	IM*0228636	\$ 671.13	Professional Dues
Invoice <\$15,000	Illinois Student Assistance Commission-Student Loan	11/20/17	IM*0228637	\$ 192.74	Wage Assignments
Invoice <\$15,000	Marilyn O. Marshall	11/20/17	IM*0228638	\$ 238.00	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	11/20/17	IM*0228639	\$ 177.75	Wage Assignments
Invoice <\$15,000	Office of Glenn B. Stearns	11/20/17	IM*0228640	\$ 913.85	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	11/20/17	IM*0228641	\$ 542.39	Wage Assignments
Invoice <\$15,000	The Rooney Law Firm, Pc	11/20/17	IM*0228642	\$ 101.34	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	11/20/17	IM*0228643	\$ 4,142.07	Wage Assignments
Invoice <\$15,000	Talan & Ktsanes	11/20/17	IM*0228644	\$ 636.19	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	11/20/17	IM*0228645	\$ 225.79	Wage Assignments
Invoice <\$15,000	Weltman, Weinberg & Reis Co. LPA	11/20/17	IM*0228646	\$ 224.88	Wage Assignments
Invoice <\$15,000	IDES-Magnetic Media Unit	11/20/17	IM*0228648	\$ 189,027.84	Withholding Tax - State
Invoice <\$15,000	Drinker Biddle & Reath LLP	11/21/17	IM*0229122	\$ 3,272.75	Legal Services Expense
Invoice <\$15,000	Duggan Bertsch, LLC	11/21/17	IM*0229123	\$ 13,864.50	Legal Services Expense
Invoice <\$15,000	Exponent, Inc.	11/21/17	IM*0229124	\$ 2,598.00	Legal Services Expense
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229125	\$ 70.00	Dues
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229126	\$ 500.00	Dues



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/offices\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cod.edu/about/offices_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	NCS Pearson Inc.	11/21/17	IM*0229128	\$ 1,650.00	Instructional Supplies
Invoice <\$15,000	Illinois Secretary of State	11/21/17	IM*0229129	\$ 70.00	Dues
Invoice <\$15,000	Pauline Gagnon	11/21/17	IM*0229130	\$ 1,200.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Chronicle of Higher Education	11/22/17	IM*0229131	\$ 55.00	Books and Binding Costs
Invoice <\$15,000	Tamelings Landscape Supply	11/22/17	IM*0229132	\$ 1,400.00	Maintenance Supplies
Invoice >\$15,000	SHI International Corp	11/22/17	IM*0229133	\$ 23,355.15	Other supplies
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/28/17	IM*0229138	\$ 1,855.00	Building Remodeling Expense
Invoice <\$15,000	Minnesota State Colleges and Universities	11/29/17	IM*0229165	\$ 3,000.00	Funds Held in Custody of Others
Invoice <\$15,000	Hilton Uslar/Naperville	11/30/17	IM*0229166	\$ 4,999.00	Other Conference & Meeting Expense
Employee Reimb	Stephen Thompson	11/30/17	IM*0229167	\$ 116.63	Mileage In District / In State
Invoice >\$15,000	Department of Treasury	11/17/17	IM*AE22	\$ 623,004.23	Withholding Tax - Federal
Invoice >\$15,000	IDES-Magnetic Media Unit	11/17/17	IM*AE23	\$ 190,365.11	Withholding Tax - State
Invoice <\$15,000	Illinois Department of Revenue	11/17/17	IM*AE24	\$ 3,050.00	Sales Tax
Invoice <\$15,000	Illinois Department of Revenue	11/17/17	IM*AE25	\$ 771.34	Hotel/Motel Tax
Invoice >\$15,000	Department of Treasury	11/30/17	IM*AE26	\$ 618,838.97	Withholding Tax - Federal
Invoice <\$15,000	Press Photography Network	11/01/17	IM*E0063657	\$ 375.00	Other Contractual Services Expense
Invoice <\$15,000	4IMP/PRINT, Inc.	11/01/17	IM*E0063658	\$ 896.13	Other Conference & Meeting Expense
Invoice <\$15,000	A-Ware Software	11/01/17	IM*E0063659	\$ 1,000.00	Maintenance Services Expense
Invoice <\$15,000	Ace Delivery Service, Inc.	11/01/17	IM*E0063660	\$ 112.26	Other Contractual Services Expense
Invoice <\$15,000	ACT, Inc.	11/01/17	IM*E0063661	\$ 184.00	Instructional Service Contracts
Invoice <\$15,000	All Tech Energy, Inc.	11/01/17	IM*E0063662	\$ 4,775.00	Other Contractual Services Expense
Invoice <\$15,000	Auritee Vee's, Inc.	11/01/17	IM*E0063663	\$ 188.00	Conference/Meeting Expense - Local
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/01/17	IM*E0063664	\$ 3,809.09	Audio/Visual Materials
Invoice <\$15,000	Bio-Tron, Inc.	11/01/17	IM*E0063665	\$ 2,334.00	Instructional Supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/01/17	IM*E0063666	\$ 5,303.05	Art Center Deposit Liability
Invoice <\$15,000	Carolina Biological	11/01/17	IM*E0063667	\$ 103.32	Instructional Supplies
Invoice <\$15,000	Chamber630	11/01/17	IM*E0063668	\$ 300.00	Dues
Invoice <\$15,000	Computer Discount Warehouse	11/01/17	IM*E0063669	\$ 809.22	IT Maintenance Services
Invoice <\$15,000	Contenti	11/01/17	IM*E0063670	\$ 605.21	Instructional Supplies
Invoice <\$15,000	DADES	11/01/17	IM*E0063671	\$ 260.82	Instructional Service Contracts
Invoice <\$15,000	Demco, Inc.	11/01/17	IM*E0063672	\$ 362.51	Office Supplies
Invoice <\$15,000	DiBella Media LLC	11/01/17	IM*E0063673	\$ 1,230.00	Instructional Service Contracts
Invoice <\$15,000	DML Solutions, Inc.	11/01/17	IM*E0063674	\$ 1,135.30	Advertising Expense
Invoice <\$15,000	Edward Hospital & Health Services	11/01/17	IM*E0063675	\$ 5,550.00	Instructional Service Contracts
Invoice <\$15,000	Edward Hospital & Health Serv	11/01/17	IM*E0063676	\$ 615.00	Instructional Service Contracts
Invoice <\$15,000	Flkuality, Lc	11/01/17	IM*E0063677	\$ 12,000.00	Instructional Service Contracts
Invoice <\$15,000	Full Compass Systems, Ltd	11/01/17	IM*E0063678	\$ 646.64	Non-Capital equipment
Invoice <\$15,000	Grainger - Downers Grove	11/01/17	IM*E0063679	\$ 124.71	Instructional Supplies
Invoice <\$15,000	Graphics III Papers	11/01/17	IM*E0063680	\$ 119.44	Office Supplies
Invoice <\$15,000	Great Lakes Clay Co.	11/01/17	IM*E0063681	\$ 79.74	Instructional Supplies
Invoice <\$15,000	Grumpy Gaucho LLC	11/01/17	IM*E0063682	\$ 423.00	Other Conference & Meeting Expense
Invoice <\$15,000	HP Inc.	11/01/17	IM*E0063683	\$ 19.69	IT Maintenance Services
Invoice <\$15,000	The Hygenic Corporation	11/01/17	IM*E0063684	\$ 136.73	Instructional Supplies
Invoice <\$15,000	Infinity Transportation Management, LLC	11/01/17	IM*E0063685	\$ 6,345.00	Other Contractual Services Expense
Invoice <\$15,000	Institute for Leadership Excellence & Dev., Inc	11/01/17	IM*E0063686	\$ 4,500.00	Instructional Service Contracts
Invoice <\$15,000	JMA Construction, Inc.	11/01/17	IM*E0063687	\$ 10,000.00	IT Maintenance Services
Invoice <\$15,000	Krueger International, Inc.	11/01/17	IM*E0063688	\$ 1,181.28	Equipment - Office
Invoice <\$15,000	Larsen Envelope Co, Inc	11/01/17	IM*E0063689	\$ 2,346.92	Office Supplies
Invoice <\$15,000	LB Medwaste Services	11/01/17	IM*E0063690	\$ 188.88	Refuse Disposal Expense
Invoice <\$15,000	Media Suite, Inc.	11/01/17	IM*E0063691	\$ 400.00	Other Contractual Services Expense
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/01/17	IM*E0063692	\$ 370.00	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	11/01/17	IM*E0063693	\$ 8,714.30	Custodial Services
Invoice <\$15,000	Monoprice, Inc.	11/01/17	IM*E0063694	\$ 1,583.12	Non-Capital equipment
Invoice <\$15,000	Mouser Electronics	11/01/17	IM*E0063695	\$ 25.30	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/01/17	IM*E0063696	\$ 1,155.60	Instructional Supplies
Invoice <\$15,000	National Association for College Admission Counseling	11/01/17	IM*E0063697	\$ 750.00	Dues
Invoice <\$15,000	North Light Color	11/01/17	IM*E0063698	\$ 480.00	Office Supplies
Invoice <\$15,000	OEI Products	11/01/17	IM*E0063699	\$ 308.55	Instructional Supplies
Invoice <\$15,000	Packay Webb Ford	11/01/17	IM*E0063700	\$ 112.88	Purchase for Resale
Invoice <\$15,000	Paddock Publications	11/01/17	IM*E0063701	\$ 186.30	Advertising Expense
Invoice <\$15,000	Pasco Scientific Company	11/01/17	IM*E0063702	\$ 93.00	Instructional Supplies
Invoice <\$15,000	Pocket Nurse	11/01/17	IM*E0063703	\$ 247.44	Instructional Supplies
Invoice <\$15,000	Post Up Stand	11/01/17	IM*E0063704	\$ 271.00	Other supplies
Invoice <\$15,000	Ray O'Herron Co., Inc.	11/01/17	IM*E0063705	\$ 523.42	Other supplies
Invoice <\$15,000	Riverside Technologies, Inc.	11/01/17	IM*E0063706	\$ 14,741.00	Non-Capital equipment
Invoice <\$15,000	Service Sanitation, Inc.	11/01/17	IM*E0063707	\$ 91.75	Other Conference & Meeting Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/01/17	IM*E0063708	\$ 196.00	Other Contractual Services Expense
Invoice <\$15,000	Sodexo	11/01/17	IM*E0063709	\$ 14,795.81	Other Conference & Meeting Expense
Invoice <\$15,000	Southside Control Supply Company	11/01/17	IM*E0063710	\$ 321.63	Instructional Supplies
Invoice <\$15,000	Southwest Plastic Binding Co.	11/01/17	IM*E0063711	\$ 2,793.45	Office Supplies
Invoice <\$15,000	Sport Supply Group, Inc.	11/01/17	IM*E0063712	\$ 52.96	Non-Capital equipment
Invoice <\$15,000	Stivers Staffing Services	11/01/17	IM*E0063713	\$ 2,235.70	Other Contractual Services Expense
Invoice <\$15,000	Tek-Matic, Inc	11/01/17	IM*E0063714	\$ 680.00	Maintenance Services Expense
Invoice <\$15,000	Testa Produce, Inc.	11/01/17	IM*E0063715	\$ 3,015.56	Instructional Supplies
Invoice <\$15,000	Toasty Cheese, Inc.	11/01/17	IM*E0063716	\$ 918.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Uline	11/01/17	IM*E0063717	\$ 229.47	Instructional Supplies
Invoice <\$15,000	Veritech Medical, Inc.	11/01/17	IM*E0063718	\$ 132.00	Instructional Supplies
Invoice <\$15,000	Vernier Software	11/01/17	IM*E0063719	\$ 626.00	Instructional Supplies
Invoice <\$15,000	WideOpenWest IL, LLC	11/01/17	IM*E0063720	\$ 364.60	Other Contractual Services Expense
Invoice >\$15,000	Riverside Technologies, Inc.	11/01/17	IM*E0063721	\$ 17,604.00	Non-Capital equipment
Invoice >\$15,000	Zehnder Communications, Inc.	11/01/17	IM*E0063722	\$ 16,269.47	Advertising Expense
Employee Reimb	George Ahlenius	11/02/17	IM*E0063723	\$ 10.17	Mileage In District / In State
Employee Reimb	Jose Alferaz	11/02/17	IM*E0063724	\$ 36.57	Mileage In District / In State
Employee Reimb	Alexander Bolyanatz	11/02/17	IM*E0063725	\$ 123.05	Mileage In District / In State
Employee Reimb	Surabhi Borkar	11/02/17	IM*E0063726	\$ 39.21	Instructional Supplies
Employee Reimb	Sarah Born	11/02/17	IM*E0063727	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Scott Brady	11/02/17	IM*E0063728	\$ 538.09	Mileage Out of District/Out of State
Employee Reimb	Joseph Cassidy	11/02/17	IM*E0063729	\$ 50.00	Conference/Meeting Expense - Local
Employee Reimb	Cedric Camel	11/02/17	IM*E0063730	\$ 52.97	Mileage In District / In State
Employee Reimb	Erin Caltara	11/02/17	IM*E0063731	\$ 89.21	Non-Capital equipment

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH -NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Tony Chan	11/02/17	IM*E0063732	\$ 527.69	Other Conference & Meeting Expense
Employee Reimb	Mauro Cresiani	11/02/17	IM*E0063733	\$ 666.59	Travel - Out of State
Employee Reimb	Charles Currier	11/02/17	IM*E0063734	\$ 57.74	Travel - In Dist / In State
Employee Reimb	Yvette Dagen	11/02/17	IM*E0063735	\$ 35.00	Dues
Employee Reimb	Jason Florin	11/02/17	IM*E0063736	\$ 169.06	Mileage in District / In State
Employee Reimb	Donna Gillespie	11/02/17	IM*E0063737	\$ 165.00	Tuition Reimbursement-Faculty
Employee Reimb	Mark Glenn	11/02/17	IM*E0063738	\$ 100.00	Tuition Reimbursement-CODA
Employee Reimb	Christian Goergen	11/02/17	IM*E0063739	\$ 300.00	Travel - In Dist / In State
Employee Reimb	Douglas Green	11/02/17	IM*E0063740	\$ 87.78	Mileage in District / In State
Employee Reimb	Elen Green	11/02/17	IM*E0063741	\$ 20.00	Dues - Faculty
Employee Reimb	Rita Haake	11/02/17	IM*E0063742	\$ 133.46	Mileage in District / In State
Employee Reimb	Elmir Huselovic	11/02/17	IM*E0063743	\$ 301.28	Audio/Visual Materials
Employee Reimb	Jamie Johnson	11/02/17	IM*E0063744	\$ 4.28	Mileage in District / In State
Employee Reimb	Laurette Jorgensen	11/02/17	IM*E0063745	\$ 148.05	Advertising Expense
Employee Reimb	Donna Kanak	11/02/17	IM*E0063747	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Kristian Kepnick	11/02/17	IM*E0063748	\$ 741.28	Travel - Out of State
Employee Reimb	Christine Kikakis	11/02/17	IM*E0063749	\$ 98.76	Tuition Reimbursement-Faculty
Employee Reimb	Karen Kuhn	11/02/17	IM*E0063750	\$ 1,087.42	Travel - Out of State
Employee Reimb	Krystina LaSorsa	11/02/17	IM*E0063751	\$ 31.04	Mileage in District / In State
Employee Reimb	Janet Minton	11/02/17	IM*E0063752	\$ 13.77	Instructional Supplies
Employee Reimb	Lauren Morgan	11/02/17	IM*E0063753	\$ 1,014.69	Conference/Meeting Expense - Local
Employee Reimb	Kimberly Morris	11/02/17	IM*E0063754	\$ 1,822.38	Other supplies
Employee Reimb	Alyssa Pasquale	11/02/17	IM*E0063755	\$ 100.15	Instructional Supplies
Employee Reimb	Mark Pearson	11/02/17	IM*E0063756	\$ 156.76	Mileage in District / In State
Employee Reimb	Thomas Robertson	11/02/17	IM*E0063757	\$ 1,066.89	Instructional Supplies
Employee Reimb	Ann Roudseau	11/02/17	IM*E0063758	\$ 396.00	Conference/Meeting Expense - Local
Employee Reimb	Jason Smart	11/02/17	IM*E0063759	\$ 1,238.14	Travel - Out of State
Employee Reimb	Charles Steele	11/02/17	IM*E0063760	\$ 450.84	Other Conference & Meeting Expense
Employee Reimb	David Virgilio	11/02/17	IM*E0063761	\$ 639.89	Travel - Out of State
Employee Reimb	Maureen Waller	11/02/17	IM*E0063762	\$ 257.40	Mileage in District / In State
Employee Reimb	Yashica Weeks	11/02/17	IM*E0063763	\$ 1,031.19	Travel - Out of State
Employee Reimb	Justin Witte	11/02/17	IM*E0063764	\$ 369.70	Other Conference & Meeting Expense
Employee Reimb	Megan Zale	11/02/17	IM*E0063765	\$ 543.31	Travel - Out of State
Invoice >\$15,000	Westlake Reed Leskosky	11/02/17	IM*E0063766	\$ 34,250.54	Architectural Services Expense
Invoice >\$15,000	Good Samaritan EMSS - Paramedic Prog	11/02/17	IM*E0063767	\$ 25,920.00	Instructional Service Contracts
Invoice >\$15,000	NCR Local Chicago	11/02/17	IM*E0063768	\$ 24,492.77	Equipment - Instructional
Employee Reimb	Daniel Woldesilassie	11/07/17	IM*E0063769	\$ 3,060.00	Travel Advances
Invoice <\$15,000	Brian Charette	11/08/17	IM*E0063770	\$ 400.00	Other Contractual Services Expense
Invoice <\$15,000	Nik Musgratt	11/08/17	IM*E0063771	\$ 4,250.00	Other Contractual Services Expense
Invoice <\$15,000	Benjamin Nadal	11/08/17	IM*E0063772	\$ 1,155.00	Other Contractual Services Expense
Invoice <\$15,000	Lee Norman	11/08/17	IM*E0063773	\$ 350.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	11/08/17	IM*E0063774	\$ 2,937.50	Other Contractual Services Expense
Invoice <\$15,000	Angel Price	11/08/17	IM*E0063775	\$ 1,200.00	Other Contractual Services Expense
Invoice <\$15,000	Paul Tanzillo	11/08/17	IM*E0063776	\$ 160.00	Consultants Expense
Invoice <\$15,000	W.I.T.S.	11/08/17	IM*E0063777	\$ 8,544.00	Instructional Service Contracts
Invoice <\$15,000	4 All Promos	11/08/17	IM*E0063778	\$ 1,245.58	Advertising Expense
Invoice <\$15,000	Advanced Wiring Solutions, Inc.	11/08/17	IM*E0063779	\$ 1,957.50	IT Maintenance Services
Invoice <\$15,000	Alpine Kids Equipment Llc	11/08/17	IM*E0063780	\$ 50.52	Maintenance Services Expense
Invoice <\$15,000	Amadeus Hospitality Americas Inc.	11/08/17	IM*E0063781	\$ 370.00	Computer Software
Invoice <\$15,000	Apple Computer	11/08/17	IM*E0063782	\$ 474.00	Office Supplies
Invoice <\$15,000	Aqua Pure Enterprises, Inc.	11/08/17	IM*E0063783	\$ 912.46	Maintenance Services Expense
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	11/08/17	IM*E0063784	\$ 439.04	Maintenance Services Expense
Invoice <\$15,000	Athletico-Oak Brook	11/08/17	IM*E0063785	\$ 10,178.89	Other Contractual Services Expense
Invoice <\$15,000	Automotive Electronics Service	11/08/17	IM*E0063786	\$ 2,431.57	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/08/17	IM*E0063787	\$ 824.49	Instructional Supplies
Invoice <\$15,000	Barnes & Noble Booksellers Inc.	11/08/17	IM*E0063788	\$ 123.12	Books and Binding Costs
Invoice <\$15,000	Bay Marketing Group, Inc.	11/08/17	IM*E0063789	\$ 32.07	Other Materials & Supplies Expense
Invoice <\$15,000	Brooklyn to Bronxville, LLC	11/08/17	IM*E0063790	\$ 8,823.00	Equipment - Office
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/08/17	IM*E0063791	\$ 13,887.07	Other Materials & Supplies Expense
Invoice <\$15,000	Carolina Biological	11/08/17	IM*E0063792	\$ 90.15	Instructional Supplies
Invoice <\$15,000	Cengage Learning, Inc.	11/08/17	IM*E0063793	\$ 151.22	Books and Binding Costs
Invoice <\$15,000	Computer Discount Warehouse	11/08/17	IM*E0063794	\$ 291.10	Equipment - Instructional
Invoice <\$15,000	DADES	11/08/17	IM*E0063795	\$ 4,768.50	Rental Facility
Invoice <\$15,000	Dreshtler Electrical Motors	11/08/17	IM*E0063796	\$ 112.66	Maintenance Supplies
Invoice <\$15,000	ELFCO	11/08/17	IM*E0063797	\$ 1,399.66	Instructional Supplies
Invoice <\$15,000	Equipment & Engine Training Council	11/08/17	IM*E0063798	\$ 250.00	Dues - Faculty
Invoice <\$15,000	Hilton Lisie/Naperville	11/08/17	IM*E0063799	\$ 2,319.90	Conference/Meeting Expense - Local
Invoice <\$15,000	Idquality, Lc	11/08/17	IM*E0063800	\$ 900.00	Instructional Service Contracts
Invoice <\$15,000	Fortune Fish Company	11/08/17	IM*E0063801	\$ 659.08	Instructional Supplies
Invoice <\$15,000	Gaumar	11/08/17	IM*E0063802	\$ 115.00	Non-Capital equipment
Invoice <\$15,000	Granger - Downers Grove	11/08/17	IM*E0063803	\$ 979.56	Instructional Supplies
Invoice <\$15,000	GW Berkhimer Co. Inc.	11/08/17	IM*E0063804	\$ 98.70	Maintenance Supplies
Invoice <\$15,000	Harland Clarke Corporation	11/08/17	IM*E0063805	\$ 2,931.00	Other Contractual Services Expense
Invoice <\$15,000	Heritage FS Inc.	11/08/17	IM*E0063806	\$ 499.60	Instructional Service Contracts
Invoice <\$15,000	Heritage Wine Cellars, Inc.	11/08/17	IM*E0063807	\$ 1,305.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Honeywell International, Inc.	11/08/17	IM*E0063808	\$ 11,845.58	Facilities Maintenance Service Expense
Invoice <\$15,000	Honors Graduation	11/08/17	IM*E0063809	\$ 370.20	Instructional Supplies
Invoice <\$15,000	I Have Bean	11/08/17	IM*E0063810	\$ 120.90	Conference/Meeting Expense - Local
Invoice <\$15,000	IL Library Association	11/08/17	IM*E0063811	\$ 360.00	Dues
Invoice <\$15,000	IL Truck Enforcement Assoc. LTD	11/08/17	IM*E0063812	\$ 2,507.50	Instructional Service Contracts
Invoice <\$15,000	Illinois Mailing Systems, Inc.	11/08/17	IM*E0063813	\$ 630.00	Maintenance Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	11/08/17	IM*E0063814	\$ 6,440.00	Other Contractual Services Expense
Invoice <\$15,000	Interiors for Business, Inc.	11/08/17	IM*E0063815	\$ 980.00	Equipment - Office
Invoice <\$15,000	JMA Construction, Inc.	11/08/17	IM*E0063816	\$ 5,860.00	IT Maintenance Services
Invoice <\$15,000	Kanopy, LLC	11/08/17	IM*E0063817	\$ 252.00	Books and Binding Costs
Invoice <\$15,000	Krueger International, Inc.	11/08/17	IM*E0063818	\$ 2,272.86	Equipment - Office
Invoice <\$15,000	Lisle Area Chamber of	11/08/17	IM*E0063819	\$ 25.00	Dues
Invoice <\$15,000	Loop Acrylics, Inc.	11/08/17	IM*E0063820	\$ 2,187.00	Other Contractual Services Expense
Invoice <\$15,000	Market Mapping Plus	11/08/17	IM*E0063821	\$ 3,405.00	Other Contractual Services Expense
Invoice <\$15,000	Medical Shipment Lc	11/08/17	IM*E0063822	\$ 289.50	Maintenance Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 592  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cpd.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting\\_documents/invoices.aspx](http://www.cpd.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/08/17	IM*E0063823	\$ 152.15	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	11/08/17	IM*E0063824	\$ 8,130.80	Custodial Services
Invoice <\$15,000	Midwest Imports	11/08/17	IM*E0063825	\$ 135.74	Instructional Supplies
Invoice <\$15,000	Monoprice, Inc.	11/08/17	IM*E0063826	\$ 401.38	Maintenance Services Expense
Invoice <\$15,000	Motorola Solutions	11/08/17	IM*E0063827	\$ 1,224.00	Other Contractual Services Expense
Invoice <\$15,000	Mouser Electronics	11/08/17	IM*E0063828	\$ 264.96	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/08/17	IM*E0063829	\$ 6,109.55	Instructional Supplies
Invoice <\$15,000	Neuco	11/08/17	IM*E0063830	\$ 154.64	Maintenance Supplies
Invoice <\$15,000	North American	11/08/17	IM*E0063831	\$ 1,445.58	Maintenance Supplies
Invoice <\$15,000	Olympia Maintenance, Inc.	11/08/17	IM*E0063832	\$ 4,195.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Paddock Publications	11/08/17	IM*E0063833	\$ 661.35	Advertising Expense
Invoice <\$15,000	Paris Town, LLC	11/08/17	IM*E0063834	\$ 68.37	Maintenance Services Expense
Invoice <\$15,000	Patterson Dental	11/08/17	IM*E0063835	\$ 627.75	Instructional Supplies
Invoice <\$15,000	Perkins + Will, Inc.	11/08/17	IM*E0063836	\$ 1,162.75	Architectural Services Expense
Invoice <\$15,000	Pierogi Wagon, LLC	11/08/17	IM*E0063837	\$ 413.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Pro Education Solutions Inc.	11/08/17	IM*E0063838	\$ 2,682.00	Other Contractual Services Expense
Invoice <\$15,000	Radio Aids, Inc.	11/08/17	IM*E0063839	\$ 18.00	Other Contractual Services Expense
Invoice <\$15,000	Riverside Technologies, Inc.	11/08/17	IM*E0063840	\$ 13,230.00	Non-Capital equipment
Invoice <\$15,000	Rma Supply	11/08/17	IM*E0063841	\$ 77.00	Instructional Supplies
Invoice <\$15,000	Roy Houtf Company, LLC	11/08/17	IM*E0063842	\$ 573.40	Conference/Meeting Expense - Local
Invoice <\$15,000	SARS Software Products, Inc.	11/08/17	IM*E0063843	\$ 2,100.00	IT Maintenance Services
Invoice <\$15,000	School Health Corp/Sports Health	11/08/17	IM*E0063844	\$ 1,175.67	Non-Capital equipment
Invoice <\$15,000	Scrubs Etc. Inc.	11/08/17	IM*E0063845	\$ 90.00	Instructional Supplies
Invoice <\$15,000	Service Sanitation, Inc.	11/08/17	IM*E0063846	\$ 2,375.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/08/17	IM*E0063847	\$ 56.00	Other Contractual Services Expense
Invoice <\$15,000	Sodezo	11/08/17	IM*E0063848	\$ 13,735.21	Other Conference & Meeting Expense
Invoice <\$15,000	Sport Supply Group, Inc.	11/08/17	IM*E0063849	\$ 96.61	Non-Capital equipment
Invoice <\$15,000	Spring Green Lawn Care	11/08/17	IM*E0063850	\$ 4,354.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Silvers Staffing Services	11/08/17	IM*E0063851	\$ 3,627.23	Other Contractual Services Expense
Invoice <\$15,000	Supreme Lobster, Seafood	11/08/17	IM*E0063852	\$ 1,043.16	Instructional Supplies
Invoice <\$15,000	T S Designs, Inc.	11/08/17	IM*E0063853	\$ 2,070.27	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	11/08/17	IM*E0063854	\$ 2,323.44	Instructional Supplies
Invoice <\$15,000	Toasty Cheese, Inc.	11/08/17	IM*E0063855	\$ 1,213.00	Conference/Meeting Expense - Local
Invoice <\$15,000	U.S. Food Service	11/08/17	IM*E0063856	\$ 1,597.70	Instructional Supplies
Invoice <\$15,000	University of Fashion, Inc.	11/08/17	IM*E0063857	\$ 1,600.00	Books and Binding Costs
Invoice <\$15,000	West Payment Center	11/08/17	IM*E0063858	\$ 1,306.00	Books and Binding Costs
Invoice <\$15,000	Wheaton Mulch, Inc.	11/08/17	IM*E0063859	\$ 363.00	Instructional Supplies
Invoice <\$15,000	WideOpenWest II, LLC	11/08/17	IM*E0063860	\$ 439.12	Other Contractual Services Expense
Employee Reimb	Steven Accardi	11/09/17	IM*E0063861	\$ 790.88	Tuition Reimbursement-Faculty
Employee Reimb	Diana Allenaz	11/09/17	IM*E0063862	\$ 623.31	Travel - In Dist / In State
Employee Reimb	Jose Allenaz	11/09/17	IM*E0063863	\$ 1,258.82	Travel - In Dist / In State
Employee Reimb	Martin Bartz	11/09/17	IM*E0063864	\$ 110.74	Travel - Out of State
Employee Reimb	Charles Boone	11/09/17	IM*E0063865	\$ 1,520.83	Tuition Reimbursement-Admin
Employee Reimb	Mary Brew	11/09/17	IM*E0063866	\$ 296.35	Travel - In Dist / In State
Employee Reimb	Rodney Buck	11/09/17	IM*E0063867	\$ 527.25	Travel - Out of State
Employee Reimb	Amy Calhoun	11/09/17	IM*E0063868	\$ 44.82	Conference/Meeting Expense - Local
Employee Reimb	Joseph Cassidy	11/09/17	IM*E0063869	\$ 312.14	Travel - In Dist / In State
Employee Reimb	Brian Clement	11/09/17	IM*E0063870	\$ 93.96	Travel - Out of State
Employee Reimb	Barbara Coe	11/09/17	IM*E0063871	\$ 122.82	Dues - Faculty
Employee Reimb	Michael Conwood	11/09/17	IM*E0063872	\$ 17.12	Mileage In District / In State
Employee Reimb	Mauro Crastani	11/09/17	IM*E0063873	\$ 332.55	Travel - Out of State
Employee Reimb	Barbara DiMonte	11/09/17	IM*E0063874	\$ 547.11	Other Conference & Meeting Expense
Employee Reimb	Jamie Fredericks	11/09/17	IM*E0063875	\$ 39.97	Instructional Supplies
Employee Reimb	Jillie Gibbs	11/09/17	IM*E0063876	\$ 29.00	Tuition Reimbursement-Faculty
Employee Reimb	Debra Hassa	11/09/17	IM*E0063877	\$ 459.84	Tuition Reimbursement-Classified
Employee Reimb	Sandra Heinemann	11/09/17	IM*E0063878	\$ 482.06	Travel - In Dist / In State
Employee Reimb	Hassem Helmi	11/09/17	IM*E0063879	\$ 79.19	Mileage In District / In State
Employee Reimb	Melissa Henry	11/09/17	IM*E0063880	\$ 315.66	Mileage In District / In State
Employee Reimb	Usa Higgins	11/09/17	IM*E0063881	\$ 1,330.25	Travel - In Dist / In State
Employee Reimb	Joseph Hopper	11/09/17	IM*E0063882	\$ 680.17	Conference/Meeting Expense - Local
Employee Reimb	Ronald Horan	11/09/17	IM*E0063883	\$ 49.36	Mileage In District / In State
Employee Reimb	Elmir Huselovic	11/09/17	IM*E0063885	\$ 79.83	Audio/Visual Materials
Employee Reimb	Mia Igyarto	11/09/17	IM*E0063886	\$ 155.69	Mileage In District / In State
Employee Reimb	Sanzli Jimenez	11/09/17	IM*E0063887	\$ 86.83	Other supplies
Employee Reimb	Benjamin Johnson	11/09/17	IM*E0063888	\$ 143.46	Other supplies
Employee Reimb	Maki Jursinic	11/09/17	IM*E0063889	\$ 713.39	Travel - Out of State
Employee Reimb	Cathleen Kaye	11/09/17	IM*E0063890	\$ 64.37	Mileage In District / In State
Employee Reimb	Nancy Keller	11/09/17	IM*E0063891	\$ 55.52	Mileage In District / In State
Employee Reimb	Susan Kerby	11/09/17	IM*E0063892	\$ 13.00	Travel - In Dist / In State
Employee Reimb	Christine Kiddals	11/09/17	IM*E0063893	\$ 271.00	Dues - Faculty
Employee Reimb	Jane Kiehl	11/09/17	IM*E0063894	\$ 75.00	Dues - Faculty
Employee Reimb	David Kramer	11/09/17	IM*E0063895	\$ 325.47	Instructional Supplies
Employee Reimb	Zhi-Ying Liu	11/09/17	IM*E0063896	\$ 30.00	Tuition Reimbursement-CODA
Employee Reimb	Diana Martinez	11/09/17	IM*E0063897	\$ 366.96	Other Materials & Supplies Expense
Employee Reimb	Anna Marzullo	11/09/17	IM*E0063898	\$ 52.97	Mileage In District / In State
Employee Reimb	Jacqueline McGrath	11/09/17	IM*E0063899	\$ 792.02	Mileage Out of District/Out of State
Employee Reimb	Jennifer McIntosh	11/09/17	IM*E0063900	\$ 130.44	Tuition Reimbursement-Classified
Employee Reimb	Maran McKellin	11/09/17	IM*E0063901	\$ 27.98	Other Conference & Meeting Expense
Employee Reimb	Adela Meltz	11/09/17	IM*E0063902	\$ 330.36	Other Conference & Meeting Expense
Employee Reimb	Kimberly Morris	11/09/17	IM*E0063903	\$ 2,339.34	Other supplies
Employee Reimb	Thomas Murray	11/09/17	IM*E0063904	\$ 301.86	Other supplies
Employee Reimb	Angela Naczkovic	11/09/17	IM*E0063905	\$ 8.56	Mileage In District / In State
Employee Reimb	Seth Norton	11/09/17	IM*E0063906	\$ 31.58	Mileage In District / In State
Employee Reimb	Alyssa Pasquale	11/09/17	IM*E0063907	\$ 122.40	Instructional Supplies
Employee Reimb	Jennifer Piel	11/09/17	IM*E0063908	\$ 1,426.17	Travel - In Dist / In State
Employee Reimb	Lynda Randa	11/09/17	IM*E0063909	\$ 565.36	Travel - Out of State
Employee Reimb	Thomas Robertson	11/09/17	IM*E0063910	\$ 79.00	Publications
Employee Reimb	Linda Sands-Vankerk	11/09/17	IM*E0063911	\$ 13.50	Travel - In Dist / In State
Employee Reimb	Marelena Sandy	11/09/17	IM*E0063912	\$ 47.20	Conference/Meeting Expense - Local
Employee Reimb	Ms Lorena Jane Serber	11/09/17	IM*E0063913	\$ 670.58	Travel - Out of State



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Sherry Tietz	11/09/17	IM*E0063914	\$ 74.39	Mileage In District / In State
Employee Reimb	Julie Trytek	11/09/17	IM*E0063915	\$ 140.00	Dues - Faculty
Employee Reimb	Kevin Tyrrell	11/09/17	IM*E0063916	\$ 3,144.00	Funds Held in Custody of Others
Employee Reimb	Lisa Vondra	11/09/17	IM*E0063917	\$ 1,250.00	Tuition Reimbursement-Faculty
Employee Reimb	Justin Witte	11/09/17	IM*E0063918	\$ 219.28	Other Conference & Meeting Expense
Invoice >\$15,000	Corporate Lakes Property	11/09/17	IM*E0063919	\$ 16,523.06	Rental Facility
Invoice >\$15,000	Sodexo	11/09/17	IM*E0063920	\$ 17,084.26	Other Conference & Meeting Expense
Invoice <\$15,000	College of Dupage Foundation	11/10/17	IM*E0063921	\$ 2,011.73	Charitable Contributions
Invoice <\$15,000	Illinois Fraternal Order of Police	11/10/17	IM*E0063922	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Education Association	11/10/17	IM*E0063923	\$ 203.28	Professional Dues
Invoice >\$15,000	College of Dupage Faculty Assoc	11/10/17	IM*E0063924	\$ 27,172.70	Professional Dues
Invoice >\$15,000	College of Dupage-CODAA	11/10/17	IM*E0063925	\$ 36,245.81	Professional Dues
Invoice >\$15,000	DuPage Credit Union	11/10/17	IM*E0063926	\$ 28,958.89	Credit Union
Invoice >\$15,000	Valle Retirement Services	11/10/17	IM*E0063928	\$ 131,828.74	Annuities
Invoice <\$15,000	Navia Benefit Solutions	11/10/17	IM*E0063929	\$ 11,408.82	Flexible Spending Accounts
Invoice >\$15,000	Cambridge University Press	11/13/17	IM*E0063930	\$ 27,078.85	Instructional Supplies
Invoice >\$15,000	Zehnder Communications, Inc.	11/13/17	IM*E0063931	\$ 34,653.93	Advertising Expense
Invoice <\$15,000	Emma Alcock	11/15/17	IM*E0063932	\$ 36.80	Mileage In District / In State
Invoice <\$15,000	Paula Cebula	11/15/17	IM*E0063933	\$ 3,200.00	Other Contractual Services Expense
Invoice <\$15,000	Karen Dickelman	11/15/17	IM*E0063934	\$ 1,065.00	Other Contractual Services Expense
Invoice <\$15,000	Gregory Mulvey	11/15/17	IM*E0063935	\$ 1,000.00	Other Contractual Services Expense
Invoice <\$15,000	A Moon Jump 4U Inc.	11/15/17	IM*E0063936	\$ 11,121.00	Other Contractual Services Expense
Invoice <\$15,000	ACT, Inc.	11/15/17	IM*E0063937	\$ 384.00	Instructional Service Contracts
Invoice <\$15,000	Anderson Lock Co. Ltd	11/15/17	IM*E0063938	\$ 36.00	Instructional Supplies
Invoice <\$15,000	APCA	11/15/17	IM*E0063939	\$ 1,603.00	Mileage Out of District/Out of State
Invoice <\$15,000	Aqua Pure Enterprises, Inc.	11/15/17	IM*E0063940	\$ 879.46	Maintenance Services Expense
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	11/15/17	IM*E0063941	\$ 14,300.00	Equipment - Service
Invoice <\$15,000	B&H Foto & Electronics Corporation	11/15/17	IM*E0063942	\$ 2,513.48	Non-Capital equipment
Invoice <\$15,000	Banc Certified Merchant Services, LLC	11/15/17	IM*E0063943	\$ 420.00	Other supplies
Invoice <\$15,000	Binny's Beverage Depot	11/15/17	IM*E0063944	\$ 78.93	Instructional Supplies
Invoice <\$15,000	Bloomington Chamber of	11/15/17	IM*E0063945	\$ 25.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Board of Trustees Illinois	11/15/17	IM*E0063946	\$ 75.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	11/15/17	IM*E0063947	\$ 619.75	Art Center Deposit Liability
Invoice <\$15,000	BWM Global, Inc.	11/15/17	IM*E0063948	\$ 937.50	Instructional Supplies
Invoice <\$15,000	Cairs	11/15/17	IM*E0063949	\$ 9,218.25	Consultants Expense
Invoice <\$15,000	Cassidy Tire Company	11/15/17	IM*E0063950	\$ 272.56	Maintenance Supplies
Invoice <\$15,000	Cengage Learning, Inc.	11/15/17	IM*E0063951	\$ 771.89	Books and Binding Costs
Invoice <\$15,000	Chamber630	11/15/17	IM*E0063952	\$ 70.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Chel by Request - CBR Industries, Inc.	11/15/17	IM*E0063953	\$ 288.00	Conference/Meeting Expense - Local
Invoice <\$15,000	CILC Consortium for IL Learning Communities	11/15/17	IM*E0063954	\$ 150.00	Dues
Invoice <\$15,000	Commercial Alarm Systems	11/15/17	IM*E0063955	\$ 1,995.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Commission on Accreditation for Health Info and Info Mngment	11/15/17	IM*E0063956	\$ 2,500.00	Dues
Invoice <\$15,000	Computer Discount Warehouse	11/15/17	IM*E0063957	\$ 218.73	Instructional Supplies
Invoice <\$15,000	DADES	11/15/17	IM*E0063958	\$ 788.02	Instructional Service Contracts
Invoice <\$15,000	Demco, Inc.	11/15/17	IM*E0063959	\$ 915.60	Instructional Supplies
Invoice <\$15,000	DiBritta Media LLC	11/15/17	IM*E0063960	\$ 990.00	Instructional Service Contracts
Invoice <\$15,000	EBSCO Information Services	11/15/17	IM*E0063961	\$ 156.00	Publications
Invoice <\$15,000	Edward Don & Company	11/15/17	IM*E0063962	\$ 944.52	Instructional Supplies
Invoice <\$15,000	ELFCO	11/15/17	IM*E0063963	\$ 1,702.02	Equipment - Instructional
Invoice <\$15,000	Equipment International, Ltd.	11/15/17	IM*E0063964	\$ 388.00	Maintenance Services Expense
Invoice <\$15,000	Forestry Suppliers, Inc.	11/15/17	IM*E0063965	\$ 775.18	Instructional Supplies
Invoice <\$15,000	Fortune Fish Company	11/15/17	IM*E0063966	\$ 292.81	Instructional Supplies
Invoice <\$15,000	Gary Gand Music, Inc.	11/15/17	IM*E0063967	\$ 2,180.00	Other supplies
Invoice <\$15,000	Jacob Giblin	11/15/17	IM*E0063968	\$ 1,100.00	Other Conference & Meeting Expense
Invoice <\$15,000	Grainger - Downers Grove	11/15/17	IM*E0063969	\$ 1,268.01	Instructional Supplies
Invoice <\$15,000	Great Lakes Kwik Space	11/15/17	IM*E0063970	\$ 99.00	Office Supplies
Invoice <\$15,000	Ground Pro, Inc.	11/15/17	IM*E0063971	\$ 1,130.00	Maintenance Services Expense
Invoice <\$15,000	Guan Menghua Music Studio, Inc.	11/15/17	IM*E0063972	\$ 300.00	Consultants Expense
Invoice <\$15,000	GW Berkhimer Co. Inc.	11/15/17	IM*E0063973	\$ 46.48	Maintenance Supplies
Invoice <\$15,000	Hopkins Fulfillment Service	11/15/17	IM*E0063974	\$ 165.18	Books and Binding Costs
Invoice <\$15,000	I Have Bean	11/15/17	IM*E0063975	\$ 672.00	Instructional Supplies
Invoice <\$15,000	ICCSAA	11/15/17	IM*E0063976	\$ 900.00	Mileage In District / In State
Invoice <\$15,000	ICISIP - IL Consortium for International Studies and Programs	11/15/17	IM*E0063977	\$ 9,785.00	International Travel - Field Studies
Invoice <\$15,000	International Sport Surfaces, Inc.	11/15/17	IM*E0063978	\$ 3,660.00	Maintenance Services Expense
Invoice <\$15,000	Kilgore International	11/15/17	IM*E0063979	\$ 129.87	Instructional Supplies
Invoice <\$15,000	M&M The Special Events Company	11/15/17	IM*E0063980	\$ 9,236.92	Conference/Meeting Expense - Local
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	11/15/17	IM*E0063981	\$ 601.25	Maintenance Services Expense
Invoice <\$15,000	Mouser Electronics	11/15/17	IM*E0063983	\$ 101.51	Instructional Supplies
Invoice <\$15,000	Lead365, LLC	11/15/17	IM*E0063984	\$ 2,645.00	Mileage Out of District/Out of State
Invoice <\$15,000	NAPCO Steel	11/15/17	IM*E0063985	\$ 3,691.25	Instructional Supplies
Invoice <\$15,000	North American	11/15/17	IM*E0063986	\$ 2,640.50	Maintenance Supplies
Invoice <\$15,000	O'Reilly Auto Parts	11/15/17	IM*E0063987	\$ 625.83	Vehicle Supplies
Invoice <\$15,000	OEI Products	11/15/17	IM*E0063988	\$ 174.30	Maintenance Supplies
Invoice <\$15,000	Olsson Roofing Company, Inc.	11/15/17	IM*E0063989	\$ 933.75	Facilities Maintenance Service Expense
Invoice <\$15,000	Paddock Publications	11/15/17	IM*E0063990	\$ 3,447.04	Printing Expense
Invoice <\$15,000	Party People Rental	11/15/17	IM*E0063991	\$ 1,098.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Pasco Scientific Company	11/15/17	IM*E0063992	\$ 329.00	Instructional Supplies
Invoice <\$15,000	The Perfect Swing	11/15/17	IM*E0063993	\$ 1,750.00	Non-Capital equipment
Invoice <\$15,000	Perkins + Will, Inc.	11/15/17	IM*E0063994	\$ 4,852.95	Building Remodeling Expense
Invoice <\$15,000	Playbill Incorporated	11/15/17	IM*E0063995	\$ 1,602.90	Advertising Expense
Invoice <\$15,000	Reinders, Inc.	11/15/17	IM*E0063996	\$ 80.45	Maintenance Supplies
Invoice <\$15,000	Riverside Technologies, Inc.	11/15/17	IM*E0063997	\$ 9,768.00	Non-Capital equipment
Invoice <\$15,000	Savlon Glove	11/15/17	IM*E0063998	\$ 3,000.00	Other Contractual Services Expense
Invoice <\$15,000	Sansoney Music	11/15/17	IM*E0063999	\$ 76.14	Instructional Supplies
Invoice <\$15,000	Signature Cleaners of University Commons	11/15/17	IM*E0064000	\$ 224.00	Other Contractual Services Expense
Invoice <\$15,000	Six Flags Great America	11/15/17	IM*E0064001	\$ 9,280.59	Funds Held in Custody of Others
Invoice <\$15,000	Smithereen Pest Management	11/15/17	IM*E0064002	\$ 810.00	Custodial Services
Invoice <\$15,000	Snap-on, Inc.	11/15/17	IM*E0064003	\$ 113.75	Maintenance Services Expense
Invoice <\$15,000	Southside Control Supply Company	11/15/17	IM*E0064004	\$ 147.60	Instructional Supplies
Invoice <\$15,000	Stevens & Tala, Inc.	11/15/17	IM*E0064005	\$ 1,025.19	Other Contractual Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Silvers Staffing Services	11/15/17	IM*E0064006	\$ 7,270.92	Other Contractual Services Expense
Invoice <\$15,000	StreamGuys, Inc	11/15/17	IM*E0064007	\$ 4,911.40	Other Contractual Services Expense
Invoice <\$15,000	Supreme Lobster, Seafood	11/15/17	IM*E0064008	\$ 446.64	Instructional Supplies
Invoice <\$15,000	Sysco Food Service	11/15/17	IM*E0064009	\$ 1,599.96	Instructional Supplies
Invoice <\$15,000	Taylor & Francis Group, LLC	11/15/17	IM*E0064011	\$ 126.00	Books and Binding Costs
Invoice <\$15,000	Testa Produce, Inc.	11/15/17	IM*E0064012	\$ 922.11	Instructional Supplies
Invoice <\$15,000	Uline	11/15/17	IM*E0064013	\$ 140.42	Audio/Visual Materials
Invoice <\$15,000	Valley Entertainment	11/15/17	IM*E0064014	\$ 45.00	Advertising Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	11/15/17	IM*E0064015	\$ 14,679.29	Water - Sewage Expense
Invoice <\$15,000	Village of Westmont	11/15/17	IM*E0064016	\$ 120.06	Water - Sewage Expense
Invoice <\$15,000	William S. Hein + Co. Inc.	11/15/17	IM*E0064017	\$ 168.70	Books and Binding Costs
Invoice <\$15,000	Window to the World Comm	11/15/17	IM*E0064018	\$ 1,100.00	Advertising Expense
Invoice <\$15,000	Winning Steak, Inc.	11/15/17	IM*E0064019	\$ 1,696.00	Funds Held in Custody of Others
Invoice <\$15,000	World Point ECC, Inc.	11/15/17	IM*E0064020	\$ 268.04	Instructional Supplies
Invoice >\$15,000	Nicor Enerchange	11/15/17	IM*E0064021	\$ 39,151.90	Gas Expense
Invoice >\$15,000	Nicor Gas	11/15/17	IM*E0064022	\$ 14,040.53	Gas Expense
Invoice >\$15,000	Village of Glen Ellyn, Illinois	11/15/17	IM*E0064023	\$ 60,842.58	Water - Sewage Expense
Employee Reimb	Jose Alferez	11/16/17	IM*E0064025	\$ 99.93	Conference/Meeting Expense - Local
Employee Reimb	James Allen	11/16/17	IM*E0064026	\$ 96.20	Dues - Faculty
Employee Reimb	Elizabeth Arnott-Hill	11/16/17	IM*E0064027	\$ 227.00	Dues - Faculty
Employee Reimb	Marco Benassi	11/16/17	IM*E0064028	\$ 821.17	Travel - Out of State
Employee Reimb	Brian Brems	11/16/17	IM*E0064029	\$ 772.27	Travel - Out of State
Employee Reimb	Maria Carr	11/16/17	IM*E0064030	\$ 890.09	Travel - Out of State
Employee Reimb	Cedric Cemel	11/16/17	IM*E0064031	\$ 41.26	Mileage in District / In State
Employee Reimb	Ami Chambers	11/16/17	IM*E0064032	\$ 238.60	Conference/Meeting Expense - Local
Employee Reimb	Jennifer Charles	11/16/17	IM*E0064033	\$ 350.00	Tuition Reimbursement-Classified
Employee Reimb	Brian Clement	11/16/17	IM*E0064034	\$ 22.12	Instructional Supplies
Employee Reimb	Michael Conwood	11/16/17	IM*E0064035	\$ 8.56	Mileage in District / In State
Employee Reimb	Charles Currier	11/16/17	IM*E0064036	\$ 552.80	Travel - Out of State
Employee Reimb	Barbara DiMonle	11/16/17	IM*E0064037	\$ 80.12	Other Conference & Meeting Expense
Employee Reimb	Larinda Dixon	11/16/17	IM*E0064038	\$ 922.16	Travel - Out of State
Employee Reimb	Stephanie Dixon	11/16/17	IM*E0064039	\$ 199.15	Tuition Reimbursement-Classified
Employee Reimb	Kristine Fay	11/16/17	IM*E0064040	\$ 270.20	Travel - Out of State
Employee Reimb	Cesar Flores	11/16/17	IM*E0064041	\$ 1,204.98	Travel - In Dist / In State
Employee Reimb	Jamie Fredericks	11/16/17	IM*E0064042	\$ 117.17	Instructional Supplies
Employee Reimb	Julie Gibbs	11/16/17	IM*E0064043	\$ 136.00	Dues - Faculty
Employee Reimb	Carol Giegerich	11/16/17	IM*E0064044	\$ 334.00	Dues - Faculty
Employee Reimb	Ellen Green	11/16/17	IM*E0064045	\$ 195.00	Dues - Faculty
Employee Reimb	Aaron Hanwig	11/16/17	IM*E0064046	\$ 327.56	Tuition Reimbursement-Classified
Employee Reimb	Lisa Higgins	11/16/17	IM*E0064047	\$ 25.57	Other supplies
Employee Reimb	Debra Jeffay	11/16/17	IM*E0064049	\$ 92.04	Mileage in District / In State
Employee Reimb	Jennifer Kelley	11/16/17	IM*E0064050	\$ 1,482.32	Travel - Out of State
Employee Reimb	Lee Kesselman	11/16/17	IM*E0064051	\$ 70.00	Tuition Reimbursement-Faculty
Employee Reimb	David Kramer	11/16/17	IM*E0064052	\$ 172.30	Instructional Supplies
Employee Reimb	Kryslina LaSorsa	11/16/17	IM*E0064053	\$ 26.22	Mileage in District / In State
Employee Reimb	Kathleen Luczynski	11/16/17	IM*E0064054	\$ 553.41	Travel - Out of State
Employee Reimb	Maran McKellin	11/16/17	IM*E0064055	\$ 4,824.38	Travel - Out of State
Employee Reimb	Lauren Morgan	11/16/17	IM*E0064056	\$ 544.05	Conference/Meeting Expense - Local
Employee Reimb	Thomas Murray	11/16/17	IM*E0064057	\$ 149.80	Purchase for Restale
Employee Reimb	William Norris	11/16/17	IM*E0064058	\$ 276.60	Travel - Out of State
Employee Reimb	Jeffrey Papp	11/16/17	IM*E0064059	\$ 54.22	Mileage in District / In State
Employee Reimb	John Paris	11/16/17	IM*E0064060	\$ 125.73	Dues - Faculty
Employee Reimb	Lori Patnaude	11/16/17	IM*E0064061	\$ 25.15	Mileage in District / In State
Employee Reimb	Andrea Pollis	11/16/17	IM*E0064062	\$ 94.58	Conference/Meeting Expense - Local
Employee Reimb	Stephanie Quirk	11/16/17	IM*E0064063	\$ 1,800.87	Travel - Out of State
Employee Reimb	Eva Maria Raeppe	11/16/17	IM*E0064064	\$ 1,008.01	Tuition Reimbursement-Faculty
Employee Reimb	Jacqueline Reuland	11/16/17	IM*E0064065	\$ 911.85	Tuition Reimbursement-Classified
Employee Reimb	Cynthia Rice	11/16/17	IM*E0064066	\$ 25.69	Mileage in District / In State
Employee Reimb	Thomas Robertson	11/16/17	IM*E0064067	\$ 41.21	Instructional Supplies
Employee Reimb	Melissa Schertz	11/16/17	IM*E0064068	\$ 4.28	Mileage in District / In State
Employee Reimb	Jane Schubert	11/16/17	IM*E0064069	\$ 4.28	Mileage in District / In State
Employee Reimb	Kenneth Scott	11/16/17	IM*E0064070	\$ 768.70	Mileage in District / In State
Employee Reimb	Kathleen Smid	11/16/17	IM*E0064071	\$ 39.06	Mileage in District / In State
Employee Reimb	John Stoddard	11/16/17	IM*E0064072	\$ 30.00	Travel - In Dist / In State
Employee Reimb	Diana Thelen	11/16/17	IM*E0064073	\$ 147.37	Conference/Meeting Expense - Local
Employee Reimb	James Tumavich	11/16/17	IM*E0064075	\$ 46.00	Travel - In Dist / In State
Employee Reimb	Lisa Vondra	11/16/17	IM*E0064076	\$ 48.16	Mileage in District / In State
Employee Reimb	Susan Wilson	11/16/17	IM*E0064077	\$ 25.00	Tuition Reimbursement-Classified
Employee Reimb	Philip Zuber	11/16/17	IM*E0064078	\$ 238.44	Advertising Expense
Invoice <\$15,000	Edward Hospital & Health Services	11/16/17	IM*E0064079	\$ 226.00	Instructional Supplies
Invoice >\$15,000	Savlon Glove	11/16/17	IM*E0064080	\$ 24,000.00	Other Contractual Services Expense
Invoice <\$15,000	Navia Benefit Solutions	11/16/17	IM*E0064081	\$ 1,769.25	HSA Admin Fees
Invoice >\$15,000	Community College Health Consortium	11/16/17	IM*E0064082	\$ 1,144,126.51	Medical HD Premiums - October 2017
Invoice >\$15,000	Vision Service Plan - (IV)	11/16/17	IM*E0064083	\$ 15,445.89	Vision Signature Premium October 2017
Invoice <\$15,000	College of Dupage Foundation	11/20/17	IM*E0064084	\$ 1,449.73	Charitable Contributions
Invoice <\$15,000	College of Dupage-CODAA	11/20/17	IM*E0064085	\$ 111.75	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	11/20/17	IM*E0064086	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Education Association	11/20/17	IM*E0064087	\$ 203.28	Professional Dues
Invoice <\$15,000	Navia Benefit Solutions	11/20/17	IM*E0064088	\$ 11,401.25	Flexible Spending Accounts
Invoice >\$15,000	College of Dupage Faculty Assoc	11/20/17	IM*E0064089	\$ 27,172.70	Professional Dues
Invoice >\$15,000	DuPage Credit Union	11/20/17	IM*E0064090	\$ 29,278.89	Credit Union
Invoice >\$15,000	SURS-State University Retirement System	11/20/17	IM*E0064091	\$ 397,157.96	Employee Retirement Contributions
Invoice >\$15,000	Vaick Retirement Services	11/20/17	IM*E0064092	\$ 134,990.34	Annuities
Employee Reimb	David Goldberg	11/20/17	IM*E0064093	\$ 2,902.50	Travel Advances
Employee Reimb	Christian Goergen	11/20/17	IM*E0064094	\$ 2,200.50	Travel Advances
Employee Reimb	Lauren Morgan	11/20/17	IM*E0064095	\$ 1,410.30	Travel Advances
Invoice <\$15,000	Press Photography Network	11/21/17	IM*E0064096	\$ 750.00	Other Contractual Services Expense
Invoice <\$15,000	Paul Tenzillo	11/21/17	IM*E0064097	\$ 160.00	Consultants Expense
Invoice <\$15,000	Accurate Printing Repair	11/21/17	IM*E0064098	\$ 190.00	Maintenance Services Expense
Invoice <\$15,000	Alpha Media, LLC	11/21/17	IM*E0064099	\$ 1,265.00	Advertising Expense



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice -<\$15,000	American Technical Publishers	11/21/17	IM*E0064100	\$ 385.20	Books and Binding Costs
Invoice -<\$15,000	Len's Ace Hardware, Inc.	11/21/17	IM*E0064101	\$ 99.51	Other supplies
Invoice -<\$15,000	Automation Direct	11/21/17	IM*E0064102	\$ 5,134.04	Equipment - Instructional
Invoice -<\$15,000	B&H Foto & Electronics Corporation	11/21/17	IM*E0064103	\$ 503.10	Non-Capital equipment
Invoice -<\$15,000	Batteries Plus-Glen Ellyn	11/21/17	IM*E0064104	\$ 257.04	IT Maintenance Services
Invoice -<\$15,000	Buffalo Theatre Ensemble Corp.	11/21/17	IM*E0064105	\$ 469.62	Art Center Deposit Liability
Invoice -<\$15,000	Carol Fox & Associates	11/21/17	IM*E0064106	\$ 3,327.81	Advertising Expense
Invoice -<\$15,000	CMH Software, Inc.	11/21/17	IM*E0064107	\$ 3,009.00	Other Contractual Services Expense
Invoice -<\$15,000	Computer Discount Warehouse	11/21/17	IM*E0064108	\$ 35.92	Office Supplies
Invoice -<\$15,000	DAOES	11/21/17	IM*E0064109	\$ 2,959.74	Rental Facility
Invoice -<\$15,000	DuPage County Health Department	11/21/17	IM*E0064110	\$ 100.00	Other Contractual Services Expense
Invoice -<\$15,000	G P Sales and Promotions Inc	11/21/17	IM*E0064111	\$ 315.24	Instructional Supplies
Invoice -<\$15,000	Grainger - Downers Grove	11/21/17	IM*E0064112	\$ 697.29	Maintenance Supplies
Invoice -<\$15,000	Hobson, Inc.	11/21/17	IM*E0064113	\$ 10,900.00	Advertising Expense
Invoice -<\$15,000	Holstein's Garage	11/21/17	IM*E0064114	\$ 105.00	Maintenance Services Expense
Invoice -<\$15,000	ICISP- IL Consortium for International Studies and Programs	11/21/17	IM*E0064116	\$ 8,100.00	International Travel - Field Studies
Invoice -<\$15,000	Indo-American Community Services	11/21/17	IM*E0064117	\$ 600.00	Travel - In Dist / In State
Invoice -<\$15,000	Institute for Leadership Excellence & Dev., Inc	11/21/17	IM*E0064118	\$ 6,345.70	Instructional Service Contracts
Invoice -<\$15,000	Midway Staffing, Inc.	11/21/17	IM*E0064119	\$ 8,307.91	Custodial Services
Invoice -<\$15,000	Midwest Moving & Storage, Inc.	11/21/17	IM*E0064120	\$ 4,992.00	Equipment - Office
Invoice -<\$15,000	My Chef Station, LLC	11/21/17	IM*E0064121	\$ 210.00	Instructional Service Contracts
Invoice -<\$15,000	Paddock Publications	11/21/17	IM*E0064122	\$ 2,735.00	Advertising Expense
Invoice -<\$15,000	Pocket Nurse	11/21/17	IM*E0064123	\$ 151.48	Instructional Supplies
Invoice -<\$15,000	Riverside Technologies, Inc.	11/21/17	IM*E0064124	\$ 864.00	Non-Capital equipment
Invoice -<\$15,000	Signature Cleaners of University Commons	11/21/17	IM*E0064125	\$ 392.00	Other Contractual Services Expense
Invoice -<\$15,000	Southside Control Supply Company	11/21/17	IM*E0064126	\$ 71.34	Instructional Supplies
Invoice -<\$15,000	Stan A. Huber Consultants	11/21/17	IM*E0064127	\$ 80.00	Maintenance Services Expense
Invoice -<\$15,000	Stephen J Beck and Associates	11/21/17	IM*E0064128	\$ 1,000.00	Consultants Expense
Invoice -<\$15,000	Silvers Staffing Services	11/21/17	IM*E0064129	\$ 1,199.18	Other Contractual Services Expense
Invoice -<\$15,000	Supreme Lobster, Seaford	11/21/17	IM*E0064130	\$ 1,259.18	Instructional Supplies
Invoice -<\$15,000	SURS-State University Retirement System	11/21/17	IM*E0064131	\$ 10,274.53	SURS 6% Rule Payments
Invoice -<\$15,000	Taylor & Francis Group, LLC	11/21/17	IM*E0064132	\$ 430.98	Books and Binding Costs
Invoice -<\$15,000	Tessie Produce, Inc.	11/21/17	IM*E0064133	\$ 1,318.87	Instructional Supplies
Invoice -<\$15,000	Village of Glen Ellyn, Illinois	11/21/17	IM*E0064134	\$ 658.95	Hotel/Motel Tax
Invoice -<\$15,000	Warehouse Direct, Inc.	11/21/17	IM*E0064135	\$ 707.85	Maintenance Supplies
Invoice -<\$15,000	Wesco Distribution, Inc.	11/21/17	IM*E0064136	\$ 320.70	Building Remodeling Expense
Invoice -<\$15,000	West Publishing Corporation	11/21/17	IM*E0064137	\$ 799.50	Publications
Employee Reimb	Barbara Abromilis	11/21/17	IM*E0064138	\$ 864.90	Travel - Out of State
Employee Reimb	Barbara Anderson	11/21/17	IM*E0064139	\$ 50.00	Dues - Faculty
Employee Reimb	Erin Cetera	11/21/17	IM*E0064140	\$ 229.39	Instructional Supplies
Employee Reimb	Robert Clark	11/21/17	IM*E0064141	\$ 451.64	Maintenance Supplies
Employee Reimb	Michael Conwood	11/21/17	IM*E0064142	\$ 4.28	Mileage In District / In State
Employee Reimb	Janet Dyer	11/21/17	IM*E0064143	\$ 176.44	Travel - In Dist / In State
Employee Reimb	Gilbert Egge	11/21/17	IM*E0064144	\$ 1,693.19	Tuition Reimbursement-Classified
Employee Reimb	Sally Fairbank	11/21/17	IM*E0064145	\$ 809.10	Travel - Out of State
Employee Reimb	Kevin Fink	11/21/17	IM*E0064146	\$ 921.08	Travel - Out of State
Employee Reimb	Rita Haake	11/21/17	IM*E0064147	\$ 49.59	Mileage In District / In State
Employee Reimb	Lisa Haegle	11/21/17	IM*E0064148	\$ 1,054.15	Travel - Out of State
Employee Reimb	Debra Hasse	11/21/17	IM*E0064149	\$ 181.92	Mileage In District / In State
Employee Reimb	Timothy Henningsen	11/21/17	IM*E0064150	\$ 51.00	Tuition Reimbursement-Faculty
Employee Reimb	Joseph Hopper	11/21/17	IM*E0064151	\$ 581.08	Other Materials & Supplies Expense
Employee Reimb	Susan Jerak	11/21/17	IM*E0064152	\$ 47.00	Conference/Meeting Expense - Local
Employee Reimb	Jamie Johnson	11/21/17	IM*E0064153	\$ 10.17	Mileage In District / In State
Employee Reimb	Jeanette Joy	11/21/17	IM*E0064154	\$ 185.61	Travel - In Dist / In State
Employee Reimb	Shawn Maisch	11/21/17	IM*E0064155	\$ 249.66	Conference/Meeting Expense - Local
Employee Reimb	Susan Maloney	11/21/17	IM*E0064156	\$ 40.68	Mileage In District / In State
Employee Reimb	Maureen McBeth	11/21/17	IM*E0064157	\$ 182.45	Dues - Faculty
Employee Reimb	Joseph Miragliotta	11/21/17	IM*E0064158	\$ 988.61	Travel - Out of State
Employee Reimb	Maureen Mitacek	11/21/17	IM*E0064159	\$ 271.14	Conference/Meeting Expense - Local
Employee Reimb	Michael Moon	11/21/17	IM*E0064160	\$ 229.70	Other supplies
Employee Reimb	Kimberly Morris	11/21/17	IM*E0064161	\$ 575.54	Other supplies
Employee Reimb	Robert Murr	11/21/17	IM*E0064162	\$ 270.00	Other Materials & Supplies Expense
Employee Reimb	Thomas Murray	11/21/17	IM*E0064163	\$ 365.10	Purchase for Resale
Employee Reimb	Angelica Nance	11/21/17	IM*E0064164	\$ 208.07	Mileage In District / In State
Employee Reimb	Kenneth Orenic	11/21/17	IM*E0064165	\$ 305.46	Travel - Out of State
Employee Reimb	Thomas Pawl	11/21/17	IM*E0064166	\$ 703.10	Travel - In Dist / In State
Employee Reimb	Andrea Pollis	11/21/17	IM*E0064167	\$ 1,337.39	Travel - Out of State
Employee Reimb	Lynda Randa	11/21/17	IM*E0064168	\$ 79.91	Travel - In Dist / In State
Employee Reimb	Thomas Robertson	11/21/17	IM*E0064169	\$ 496.25	Instructional Supplies
Employee Reimb	Melissa Schertz	11/21/17	IM*E0064170	\$ 41.91	Office Supplies
Employee Reimb	Katleen Smid	11/21/17	IM*E0064171	\$ 129.40	Conference/Meeting Expense - Local
Employee Reimb	Lisa Vondra	11/21/17	IM*E0064172	\$ 34.76	Mileage In District / In State
Employee Reimb	Jacqueline Weaver	11/21/17	IM*E0064173	\$ 190.00	Dues - Faculty
Employee Reimb	Yashica Weeks	11/21/17	IM*E0064174	\$ 115.00	Other Conference & Meeting Expense
Employee Reimb	William Whisenhunt	11/21/17	IM*E0064175	\$ 531.48	Tuition Reimbursement-Faculty
Invoice ->\$15,000	Rafija & Woodward, LLC	11/21/17	IM*E0064176	\$ 21,425.88	Legal Services Expense
Invoice ->\$15,000	Schwyler Roche & Crisham PC	11/21/17	IM*E0064177	\$ 16,119.20	Legal Services Expense
Invoice ->\$15,000	Edward Hospital & Health Services	11/21/17	IM*E0064178	\$ 15,120.00	Instructional Service Contracts
Invoice ->\$15,000	Carol Fox & Associates	11/21/17	IM*E0064179	\$ 16,250.00	Advertising Expense
Invoice ->\$15,000	Riverside Technologies, Inc.	11/21/17	IM*E0064180	\$ 19,793.28	Equipment - Instructional
Invoice -<\$15,000	Emma Alcock	11/29/17	IM*E0064181	\$ 100.00	Other Conference & Meeting Expense
Invoice -<\$15,000	Anthony Ostar	11/29/17	IM*E0064182	\$ 1,546.00	Other Contractual Services Expense
Invoice -<\$15,000	Press Photography Network	11/29/17	IM*E0064183	\$ 375.00	Other Contractual Services Expense
Invoice -<\$15,000	4IMPRINT, Inc.	11/29/17	IM*E0064184	\$ 380.27	Instructional Supplies
Invoice -<\$15,000	Ace Graphics	11/29/17	IM*E0064185	\$ 910.00	Printing Expense
Invoice -<\$15,000	Affiliated Steam Equipment	11/29/17	IM*E0064186	\$ 175.00	Conference/Meeting Expense - Local
Invoice -<\$15,000	Affordable Auto Parts	11/29/17	IM*E0064187	\$ 180.00	Maintenance Services Expense
Invoice -<\$15,000	Alpha Media, LLC	11/29/17	IM*E0064188	\$ 1,760.00	Advertising Expense
Invoice -<\$15,000	Automation Direct	11/29/17	IM*E0064189	\$ 1,328.10	Instructional Supplies
Invoice -<\$15,000	B&H Foto & Electronics Corporation	11/29/17	IM*E0064190	\$ 9,777.18	Equipment - Instructional

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER 2017

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.  
[http://www.cod.edu/about/office\\_of\\_the\\_president/planning\\_and\\_reporting/documents/invoices.aspx](http://www.cod.edu/about/office_of_the_president/planning_and_reporting/documents/invoices.aspx)  
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Batteries Plus-Glen Ellyn	11/29/17	IM*E0064191	\$ 101.74	Other Materials & Supplies Expense
Invoice <\$15,000	Boller Equipment Co.	11/29/17	IM*E0064192	\$ 756.89	Maintenance Supplies
Invoice <\$15,000	Carolina Biological	11/29/17	IM*E0064193	\$ 153.82	Instructional Supplies
Invoice <\$15,000	Computer Discount Warehouse	11/29/17	IM*E0064194	\$ 2,092.97	Non-Capital equipment
Invoice <\$15,000	CoolSpeak	11/29/17	IM*E0064195	\$ 3,000.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Data-Tec Systems, Inc.	11/29/17	IM*E0064196	\$ 1,072.00	IT Maintenance Services
Invoice <\$15,000	Denier, Inc.	11/29/17	IM*E0064197	\$ 953.00	Other Contractual Services Expense
Invoice <\$15,000	DML Solutions, Inc.	11/29/17	IM*E0064198	\$ 745.00	Advertising Expense
Invoice <\$15,000	DuMeier Sales	11/29/17	IM*E0064199	\$ 318.38	Maintenance Supplies
Invoice <\$15,000	East Coast Entertainment, Inc.	11/29/17	IM*E0064200	\$ 6,250.00	Other Contractual Services Expense
Invoice <\$15,000	Edward Don & Company	11/29/17	IM*E0064201	\$ 631.36	Instructional Supplies
Invoice <\$15,000	Hilton Utle/Naperville	11/29/17	IM*E0064202	\$ 4,428.90	Conference/Meeting Expense - Local
Invoice <\$15,000	Fortune Fish Company	11/29/17	IM*E0064203	\$ 1,747.03	Instructional Supplies
Invoice <\$15,000	Futurman & Associates, Inc.	11/29/17	IM*E0064204	\$ 1,507.00	Books and Binding Costs
Invoice <\$15,000	Fuzion Athletics Inc.	11/29/17	IM*E0064205	\$ 700.00	Other Materials & Supplies Expense
Invoice <\$15,000	Datascope Corporation	11/29/17	IM*E0064206	\$ 2,267.04	Maintenance Services Expense
Invoice <\$15,000	Granger - Downers Grove	11/29/17	IM*E0064207	\$ 102.53	Maintenance Supplies
Invoice <\$15,000	Heritage Wine Cellars, Inc.	11/29/17	IM*E0064208	\$ 428.00	Instructional Supplies
Invoice <\$15,000	I Have Bean	11/29/17	IM*E0064209	\$ 61.50	Purchase for Resale
Invoice <\$15,000	IAE Technologies, LLC	11/29/17	IM*E0064210	\$ 1,229.10	Non-Capital equipment
Invoice <\$15,000	Infinity Transportation Management, LLC	11/29/17	IM*E0064211	\$ 6,613.00	Other Contractual Services Expense
Invoice <\$15,000	Intersection Media Holdings, Inc.	11/29/17	IM*E0064212	\$ 3,471.20	Advertising Expense
Invoice <\$15,000	JMA Construction, Inc.	11/29/17	IM*E0064213	\$ 14,545.00	Building Remodeling Expense
Invoice <\$15,000	JGore International	11/29/17	IM*E0064214	\$ 304.87	Instructional Supplies
Invoice <\$15,000	M&M The Special Events Company	11/29/17	IM*E0064215	\$ 459.46	Other Contractual Services Expense
Invoice <\$15,000	Marianna Industries, Inc.	11/29/17	IM*E0064216	\$ 24.86	Instructional Supplies
Invoice <\$15,000	Midwest Imports	11/29/17	IM*E0064217	\$ 1,346.01	Instructional Supplies
Invoice <\$15,000	Monoprice, Inc.	11/29/17	IM*E0064218	\$ 171.51	Equipment - Instructional
Invoice <\$15,000	Motorola Solutions	11/29/17	IM*E0064219	\$ 1,224.00	Other Contractual Services Expense
Invoice <\$15,000	Mouser Electronics	11/29/17	IM*E0064220	\$ 46.24	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	11/29/17	IM*E0064221	\$ 4,189.15	Instructional Supplies
Invoice <\$15,000	Naperville Chamber of Commerce	11/29/17	IM*E0064222	\$ 25.00	Conference/Meeting Expense - Local
Invoice <\$15,000	National Geographic Partners, LLC	11/29/17	IM*E0064223	\$ 14,000.00	Other Contractual Services Expense
Invoice <\$15,000	O'Reilly Auto Parts	11/29/17	IM*E0064224	\$ 626.78	Vehicle Supplies
Invoice <\$15,000	Only, Inc.	11/29/17	IM*E0064225	\$ 737.79	Other Contractual Services Expense
Invoice <\$15,000	Packway Webb Ford	11/29/17	IM*E0064226	\$ 76.97	Vehicle Supplies
Invoice <\$15,000	Paddock Publications	11/29/17	IM*E0064227	\$ 131.10	Instructional Supplies
Invoice <\$15,000	Pasco Scientific Company	11/29/17	IM*E0064228	\$ 361.00	Instructional Supplies
Invoice <\$15,000	Playbill Incorporated	11/29/17	IM*E0064229	\$ 1,602.90	Advertising Expense
Invoice <\$15,000	Positive Promotions	11/29/17	IM*E0064230	\$ 124.95	Instructional Supplies
Invoice <\$15,000	Ray O'Herron Co., Inc.	11/29/17	IM*E0064231	\$ 273.95	Instructional Supplies
Invoice <\$15,000	Reinders, Inc.	11/29/17	IM*E0064232	\$ 65.71	Maintenance Supplies
Invoice <\$15,000	Riverside Technologies, Inc.	11/29/17	IM*E0064233	\$ 258.00	Maintenance Services Expense
Invoice <\$15,000	Rma Supply	11/29/17	IM*E0064234	\$ 155.69	Instructional Supplies
Invoice <\$15,000	Roy Houff Company, LLC	11/29/17	IM*E0064235	\$ 148.85	Instructional Supplies
Invoice <\$15,000	Russo Power Equipment	11/29/17	IM*E0064236	\$ 3,583.99	Maintenance Supplies
Invoice <\$15,000	Sal-T-Gard International, Inc.	11/29/17	IM*E0064237	\$ 77.51	Maintenance Supplies
Invoice <\$15,000	Scantron Corporation	11/29/17	IM*E0064238	\$ 483.41	Instructional Supplies
Invoice <\$15,000	Second Chance Cardiac Solutions, Inc.	11/29/17	IM*E0064239	\$ 3,335.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	11/29/17	IM*E0064240	\$ 56.00	Other Contractual Services Expense
Invoice <\$15,000	Sodexo	11/29/17	IM*E0064241	\$ 8,560.35	Other Conference & Meeting Expense
Invoice <\$15,000	Stivers Staffing Services	11/29/17	IM*E0064242	\$ 2,209.01	Other Contractual Services Expense
Invoice <\$15,000	Supreme Lobster, Seafood	11/29/17	IM*E0064243	\$ 648.78	Instructional Supplies
Invoice <\$15,000	Sysco Food Service	11/29/17	IM*E0064244	\$ 10,898.90	Conference/Meeting Expense - Local
Invoice <\$15,000	Testa Produce, Inc.	11/29/17	IM*E0064245	\$ 1,946.00	Instructional Supplies
Invoice <\$15,000	U.S. Food Service	11/29/17	IM*E0064246	\$ 145.21	Instructional Supplies
Invoice <\$15,000	Uline	11/29/17	IM*E0064247	\$ 124.32	Audio/Visual Materials
Invoice <\$15,000	Visographic	11/29/17	IM*E0064248	\$ 1,591.11	Printing Expense
Invoice <\$15,000	West Publishing Corporation	11/29/17	IM*E0064249	\$ 569.44	Instructional Service Contracts
Invoice <\$15,000	Westmont Interior Supply House	11/29/17	IM*E0064250	\$ 426.00	Facilities Maintenance Service Expense
Invoice <\$15,000	WideOpenWest II, LLC	11/29/17	IM*E0064251	\$ 364.60	Other Contractual Services Expense
Employee Reimb	George Ahenius	11/30/17	IM*E0064252	\$ 4.28	Mileage In District / In State
Employee Reimb	Barbara Anderson	11/30/17	IM*E0064253	\$ 79.00	Dues - Faculty
Employee Reimb	Elise Banassi	11/30/17	IM*E0064254	\$ 126.90	Conference/Meeting Expense - Local
Employee Reimb	Laura Burt-Nicholas	11/30/17	IM*E0064255	\$ 41.98	Tuition Reimbursement-Faculty
Employee Reimb	Anna Campbell	11/30/17	IM*E0064256	\$ 85.00	Tuition Reimbursement-Faculty
Employee Reimb	Thomas Carter	11/30/17	IM*E0064257	\$ 244.42	Travel - In Dist / In State
Employee Reimb	Diana Christopher	11/30/17	IM*E0064258	\$ 81.84	Tuition Reimbursement-Classified
Employee Reimb	Barbara Coe	11/30/17	IM*E0064259	\$ 20.00	Dues - Faculty
Employee Reimb	Michael Cornwood	11/30/17	IM*E0064260	\$ 8.56	Mileage In District / In State
Employee Reimb	Earl Dowling	11/30/17	IM*E0064261	\$ 1,678.17	Travel - Out of State
Employee Reimb	DeAnna Duval	11/30/17	IM*E0064262	\$ 48.05	Tuition Reimbursement-Classified
Employee Reimb	Lisa Ely	11/30/17	IM*E0064263	\$ 226.86	Mileage In District / In State
Employee Reimb	Sally Fairbank	11/30/17	IM*E0064264	\$ 104.77	Mileage In District / In State
Employee Reimb	James Filpek	11/30/17	IM*E0064265	\$ 190.47	Mileage In District / In State
Employee Reimb	Matthew Foster	11/30/17	IM*E0064266	\$ 2,796.87	Travel - Out of State
Employee Reimb	Joyce Graves	11/30/17	IM*E0064267	\$ 205.00	Dues - Faculty
Employee Reimb	Heather Greenbusch	11/30/17	IM*E0064268	\$ 28.03	Tuition Reimbursement-Classified
Employee Reimb	Kristina Henderson	11/30/17	IM*E0064269	\$ 207.51	Travel - In Dist / In State
Employee Reimb	Joseph Hooper	11/30/17	IM*E0064270	\$ 725.39	Conference/Meeting Expense - Local
Employee Reimb	Amy Hull	11/30/17	IM*E0064271	\$ 9.49	Instructional Supplies
Employee Reimb	Susan Jerak	11/30/17	IM*E0064272	\$ 839.72	Travel - Out of State
Employee Reimb	Willis Jordan	11/30/17	IM*E0064273	\$ 503.34	Tuition Reimbursement-Classified
Employee Reimb	Laurelle Jorgensen	11/30/17	IM*E0064274	\$ 148.05	Advertising Expense
Employee Reimb	Cathleen Kaye	11/30/17	IM*E0064275	\$ 17.12	Mileage In District / In State
Employee Reimb	Susan Kerby	11/30/17	IM*E0064276	\$ 30.43	Travel - In Dist / In State
Employee Reimb	Lee Kesselman	11/30/17	IM*E0064277	\$ 119.00	Dues - Faculty
Employee Reimb	Mary Konkel	11/30/17	IM*E0064278	\$ 158.37	Mileage In District / In State
Employee Reimb	Elizabeth Mares	11/30/17	IM*E0064279	\$ 14.98	Other Conference & Meeting Expense
Employee Reimb	Sandra Martins	11/30/17	IM*E0064280	\$ 12.50	Travel - In Dist / In State

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
November 30, 2017

CHECKS ISSUED DURING ACCOUNTING MONTH -NOVEMBER 2017

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Elias Moraes	11/30/17	IM*E0064281	\$ 70.86	Other Materials & Supplies Expense
Employee Reimb	Joseph Moran	11/30/17	IM*E0064282	\$ 182.02	Dues - Faculty
Employee Reimb	Lauren Morgan	11/30/17	IM*E0064283	\$ 310.05	Travel - In Dist / In State
Employee Reimb	Kimberly Morris	11/30/17	IM*E0064284	\$ 224.90	Other supplies
Employee Reimb	Elizabeth Moxley	11/30/17	IM*E0064285	\$ 350.00	Tuition Reimbursement-CODA
Employee Reimb	Angela Nackovic	11/30/17	IM*E0064286	\$ 7.49	Mileage In District / In State
Employee Reimb	Amanda Noel	11/30/17	IM*E0064287	\$ 199.99	Tuition Reimbursement-CODA
Employee Reimb	Christopher Panagopoulos	11/30/17	IM*E0064288	\$ 37.50	Tuition Reimbursement-Classified
Employee Reimb	Ann Rondau	11/30/17	IM*E0064289	\$ 783.00	Conference/Meeting Expense - Local
Employee Reimb	Terry Vilacco	11/30/17	IM*E0064290	\$ 125.00	Dues - Faculty
Invoice >\$15,000	ARS Viva Orchestra	11/30/17	IM*E0064291	\$ 15,836.19	Other Contractual Services Expense
Invoice <\$15,000	Aperian Global, Inc.	11/20/17	IM*W499	\$ 1,700.00	International Travel - Field Studies
Invoice <\$15,000	Forodo S.L.	11/20/17	IM*W499	\$ 1,500.00	International Travel - Field Studies
Invoice >\$15,000	Amalgamated Bank of Chicago	11/27/17	IM*W500	\$ 4,018,702.50	Bond Interest
Invoice <\$15,000	Vesalours	11/28/17	IM*W501	\$ 9,648.50	International Travel - Field Studies
Student Refunds	Checks issued in prior month; voided in current month			\$ (89,283.70)	Student Refunds Voided Checks - 111 transactions
Student Refunds	Student Refunds			\$ 92,716.00	Student Refunds via Credit Cards - 626 transactions
Student Refunds	Student Refunds			\$ 678,804.98	Student Refunds via Paper Check - 686 transactions
Student Refunds	Student Refunds			\$ 675,094.60	Student Refunds via Touchnet ACH - 567 transactions
TOTAL VENDOR PAYMENTS DURING THE ACCOUNTING MONTH				\$ 12,406,928.43	

Reconciliation to Total Cash Disbursements:

Payment to Alphagraphics Wheaton, Included on separate Board agenda item:	11/15/17	IM*0228173	\$ 740.00	Maintenance Supplies
			<u>\$ 12,407,668.43</u>	

College of DuPage  
Community College District No. 502  
Budget Transfer Report  
November 2017

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
11/01/2017	B008804	01	00249	Psychology	5103001	Faculty - Full-Time	-	9,826.00
	B008804	01	00431	Dean - Soc & Behav Scien Libra	5108002	Student Worker NON-CSWP	9,826.00	-
	B008804 Subtotal						9,826.00	9,826.00
	Approval Level: Controller							
	To cover additional funding needed for student worker salaries.							
11/01/2017	B008805	01	00226	Assoc Dean Nursing & Hlth Scie	5101001	Administrative Staff-full-time	-	1,800.00
	B008805	01	00226	Assoc Dean Nursing & Hlth Scie	5309001	Other Contractual Services Exp	1,800.00	-
	B008805 Subtotal						1,800.00	1,800.00
	Approval Level: Controller							
	To adjust budget to allow for the staffing of a temporary worker.							
11/01/2017	B008806	01	00149	Criminal Justice	5103090	Teaching Faculty, Temp/Subst	994.50	-
	B008806	01	00197	Human Services	5502001	Travel - In Dist / In State	92.00	-
	B008806	01	00197	Human Services	5503001	Travel - Out of State	10.12	-
	B008806	01	00245	Political Science	5503001	Travel - Out of State	291.27	-
	B008806	01	00269	Sociology	5502001	Travel - In Dist / In State	12.58	-
	B008806	01	00431	Dean - Soc & Behav Scien Libra	5103090	Teaching Faculty, Temp/Subst	-	994.50
	B008806	01	00431	Dean - Soc & Behav Scien Libra	5503001	Travel - Out of State	-	405.97
	B008806 Subtotal						1,400.47	1,400.47
	Approval Level: Controller							
	To cover additional funding needed for faculty training.							
11/08/2017	B008807	01	14145	Naperville Center	5409002	Non-Capital equipment	-	1,000.00
	B008807	01	14145	Naperville Center	5805001	Equipment - Office	1,000.00	-
	B008807 Subtotal						1,000.00	1,000.00
	Approval Level: Controller							
	To cover additional funding needed for office equipment.							
11/08/2017	B008808	01	14145	Naperville Center	5909015	SS Copy Center/Signage	1,000.00	-
	B008808	01	14145	Naperville Center	5909017	SS Fleet Copier/Special Paper	-	1,000.00
	B008808 Subtotal						1,000.00	1,000.00
	Approval Level: Controller							
	To cover additional funding for signage needed for Student Appreciation Week.							
11/08/2017	B008809	01	00462	Campus Central Dept	5401001	Office Supplies	1,000.00	-
	B008809	01	00462	Campus Central Dept	5501001	Conference/Meeting Exp- Local	-	1,000.00
	B008809 Subtotal						1,000.00	1,000.00
	Approval Level: Controller							
	To cover funding needed for MYACCESS Lab floor arrows.							
11/09/2017	B008810	01	00413	Centralized Scheduling	5909015	SS Copy Center/Signage	800.00	-
	B008810	01	00442	AVP of Operations & Outreach	5405001	Books and Binding Costs	-	800.00
	B008810 Subtotal						800.00	800.00
	Approval Level: Controller							
	To provide budget for copy and signage related expenses.							
11/10/2017	B008811	06	06102	CPB/WDCB 18/20	4800013	CPB Unrestricted Grant	-	117,866.00
	B008811	06	06102	CPB/WDCB 18/20	4800014	CPB Restricted Grant	-	41,909.00
	B008811	06	06102	CPB/WDCB 18/20	5102001	Profess/Tech Staff - Full-Time	60,000.00	-
	B008811	06	06102	CPB/WDCB 18/20	5102002	Profess/Tech Staff, Part-Time	2,500.00	-
	B008811	06	06102	CPB/WDCB 18/20	5104501	Managerial Staff FT	22,600.00	-
	B008811	06	06102	CPB/WDCB 18/20	5106002	Clerical Part-Time	5,000.00	-
	B008811	06	06102	CPB/WDCB 18/20	5209004	SURS Contribution (grant)	10,266.00	-
	B008811	06	06102	CPB/WDCB 18/20	5299901	FT Allocated Employee Benefits	17,500.00	-
	B008811	06	06102	CPB/WDCB 18/20	5309001	Other Contractual Services Exp	41,909.00	-
	B008811 Subtotal						159,775.00	159,775.00
	Approval Level: President							
	To establish budget for recently awarded Community Service Grant.							
11/10/2017	B008812	02	20020	Other Maintenance Projects	5309001	Other Contractual Services Exp	-	10,500.00
	B008812	02	20111	Door Repair/Replacement	5304003	Facilities Maintenance Service	10,500.00	-
	B008812 Subtotal						10,500.00	10,500.00
	Approval Level: President							
	To provide additional funding for project 20111-Door Project.							



College of DuPage  
Community College District No. 502  
Budget Transfer Report  
November 2017

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
11/10/2017	B008813	03	32758	#758 Signage	5303001	Architectural Services Exps	-	18,000.00
	B008813	03	32758	#758 Signage	5804001	Building Remodeling Exps	-	99,480.00
	B008813	03	32902	HEC-Street Scene Acoustics	5303001	Architectural Services Exps	-	10,859.00
	B008813	03	32902	HEC-Street Scene Acoustics	5804001	Building Remodeling Exps	-	103,402.00
	B008813	03	36811	Athletic Facilities	5802001	Land Improvements	-	10,000.00
	B008813	03	39005	Emerging Projects	5309001	Other Contractual Services Exp	231,741.00	-
	B008813	03	39007	Partners Hall	5804001	Building Remodeling Exps	10,000.00	-
	B008813 Subtotal					Approval Level: President	241,741.00	241,741.00
	To provide various construction budget revisions.							
11/14/2017	BTS111017B	06	06102	CPB/WDCB 18/20	4800001	Nongovernment Gifts/Grants	161,107.00	-
	BTS111017B	06	06102	CPB/WDCB 18/20	5102001	Profess/Tech Staff - Full-Time	-	90,901.00
	BTS111017B	06	06102	CPB/WDCB 18/20	5209004	SURS Contribution (grant)	-	11,400.00
	BTS111017B	06	06102	CPB/WDCB 18/20	5299901	FT Allocated Employee Benefits	-	18,300.00
	BTS111017B	06	06102	CPB/WDCB 18/20	5299902	PT alloc Employee Benefits	1,500.00	-
	BTS111017B	06	06102	CPB/WDCB 18/20	5309001	Other Contractual Services Exp	-	42,006.00
	BTS111017B Subtotal					Approval Level: President	162,607.00	162,607.00
	To correct budget transfer B008811.							
11/15/2017	B008814	01	00461	Registration	5309001	Other Contractual Services Exp	-	9,000.00
	B008814	01	00461	Registration	5502001	Travel - In Dist / In State	1,500.00	-
	B008814	01	00461	Registration	5503001	Travel - Out of State	7,500.00	-
	B008814 Subtotal					Approval Level: Controller	9,000.00	9,000.00
	To provide additional funding needed for staff to attend out-of-state conferences.							
11/16/2017	B008815	01	00461	Registration	5106002	Clerical Part-Time	-	3,500.00
	B008815	01	00473	Career Services Center	5309001	Other Contractual Services Exp	3,500.00	-
	B008815 Subtotal					Approval Level: Controller	3,500.00	3,500.00
	To provide funding needed for continued administrative temp services.							
11/16/2017	B008816/20/27	02	00705	Maintenance of Plant Dept	5401001	Office Supplies	-	18,854.00
	B008816/20/27	02	00709	Bldng Constr & Repair	5409001	Other Materials & Supplies Exp	18,854.00	-
	B008816/20/27 Subtotal					Approval Level: President	18,854.00	18,854.00
	To provide additional funding needed for maintenance supplies.							
11/17/2017	B008817	05	00529	AUX Misc Auxillary Services	5909999	Unanticipated Expenditures	-	3,324.00
	B008817	05	00805	AUX General Institutional	5909001	Other Expenditure	3,324.00	-
	B008817 Subtotal					Approval Level: Controller	3,324.00	3,324.00
	To provide funding needed for 990T income tax.							
11/17/2017	B008818	01	00225	Nursing ADN	5409002	Non-Capital equipment	3,995.00	-
	B008818	01	00226	Assoc Dean Nursing & Hlth Scie	5806001	Equipment - Instructional	-	3,995.00
	B008818 Subtotal					Approval Level: Controller	3,995.00	3,995.00
	To provide additional funding needed to upgrade aging IV infusion pumps for the Nursing Program.							
11/17/2017	B008819	01	00431	Dean - Soc & Behav Scien Libra	5309002	Honorarium Services	100.00	-
	B008819	01	00431	Dean - Soc & Behav Scien Libra	5401002	Instructional Supplies	-	100.00
	B008819 Subtotal					Approval Level: Controller	100.00	100.00
	To provide funding needed for guest speakers for the Geography department.							
11/21/2017	B008821	01	00025	Bus Mgt Mrk Suprm	5103001	Faculty - Full-Time	-	75,000.00
	B008821	01	00025	Bus Mgt Mrk Suprm	5299901	FT Allocated Employee Benefits	-	15,750.00
	B008821	01	00057	Electronics	5103001	Faculty - Full-Time	75,000.00	-
	B008821	01	00057	Electronics	5299901	FT Allocated Employee Benefits	15,750.00	-
	B008821 Subtotal					Approval Level: President	90,750.00	90,750.00
	To reallocate FY2018 faculty salary budget.							

College of DuPage  
Community College District No. 502  
Budget Transfer Report  
November 2017

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
11/21/2017	B008822	06	07700	Lewis University / STEM	4800001	Nongovernment Gifts/Grants	-	1,000.00
	B008822	06	07700	Lewis University / STEM	5309001	Other Contractual Services Exp	1,000.00	-
	B008822 Subtotal						Approval Level: Controller	1,000.00 1,000.00
	To record revenue received from faculty related STEM work for Lewis University.							
11/21/2017	B008823	06	02533	DE/ICCB/Perkins/Education 18	5309001	Other Contractual Services Exp	5,000.00	-
	B008823	06	02533	DE/ICCB/Perkins/Education 18	5509001	Other Conf & Meeting Exp a	-	5,000.00
	B008823 Subtotal						Approval Level: Controller	5,000.00 5,000.00
	To provide additional funding needed for contractual services for lateral equipment needed for a clinical simulation workshop.							
11/21/2017	BTS112017B	01	00073	Heating, Air Cond & Refrig	5304001	Maintenance Services Exps	-	2,378.07
	BTS112017B	01	00073	Heating, Air Cond & Refrig	5401004	Maintenance Supplies	2,378.07	-
	BTS112017B Subtotal						Approval Level: Controller	2,378.07 2,378.07
	To provide additional funding needed for maintenance services.							
11/22/2017	B008824	01	00431	Dean - Soc & Behav Scien Libra	5502002	Mileage In District / In State	289.04	-
	B008824	01	00431	Dean - Soc & Behav Scien Libra	5503001	Travel - Out of State	-	289.04
	B008824 Subtotal						Approval Level: Controller	289.04 289.04
	To provide additional funding needed for mileage.							
11/22/2017	B008825	01	16815	Television/ Audio	5409002	Non-Capital equipment	1,920.00	-
	B008825	01	16815	Television/ Audio	5805001	Equipment - Office	-	1,920.00
	B008825 Subtotal						Approval Level: Controller	1,920.00 1,920.00
	To provide additional funding needed for non-capital equipment.							
11/22/2017	B008826	06	02841	NEA/Arts Savion Clover 18	4309001	Other Federal Govt Sources	-	4,000.00
	B008826	06	02841	NEA/Arts Savion Clover 18	5309001	Other Contractual Services Exp	4,000.00	-
	B008826 Subtotal						Approval Level: Controller	4,000.00 4,000.00
	To establish budget for new grant.							
11/29/2017	B008828	01	00069	Culinary	5401002	Instructional Supplies	-	721.00
	B008828	01	00069	Culinary	5806001	Equipment - Instructional	721.00	-
	B008828 Subtotal						Approval Level: Controller	721.00 721.00
	To cover additional funding needed to purchase a four deck electric oven.							
11/29/2017	B008829	05	00829	AUX WDCB Fundraising	5102003	Profess/Tech Staff, Temporary	7,840.00	-
	B008829	05	00829	AUX WDCB Fundraising	5299902	PT alloc Employee Benefits	160.00	-
	B008829	05	00829	AUX WDCB Fundraising	5309001	Other Contractual Services Exp	-	8,000.00
	B008829 Subtotal						Approval Level: Controller	8,000.00 8,000.00
	To cover WDCB temporary employees.							
11/29/2017	B008830	03	39005	Emerging Projects	5309001	Other Contractual Services Exp	-	9,800.00
	B008830	03	39008	Publ Safe Dispatch/Std Art Sp	5804001	Building Remodeling Exps	9,800.00	-
	B008830 Subtotal						Approval Level: Controller	9,800.00 9,800.00
	To cover additional remodeling expenses.							

College of DuPage  
Community College District No. 502  
Budget Transfer Report  
December 2017

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
N/A	TBD	03	36825	Audio Visual System Upgrades	5303001	Architectural Services Exps	54,250.00	-
	TBD	03	36825	Audio Visual System Upgrades	5804001	Building Remodeling Exps	445,750.00	-
	TBD	03	39005	Emerging Projects	5309001	Other Contractual Services Exp	-	500,000.00
	TBD Subtotal					<b>Approval Level: Board of Trustees</b>	500,000.00	500,000.00
<i>To provide budget for changes in scope related to the SRC2000 Audio Visual Upgrades project.</i>								
N/A	TBD	03	39005	Emerging Projects	5309001	Other Contractual Services Exp	-	1,100,000.00
	TBD	03	39024	Innovation DuPage	5804001	Building Remodeling Exps	1,100,000.00	-
	TBD Subtotal					<b>Approval Level: Board of Trustees</b>	1,100,000.00	1,100,000.00
<i>To provide budget for anticipated Innovation DuPage FY2018 construction costs.</i>								

COLLEGE OF DuPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
BUDGET TRANSFER FROM CONTINGENCY YEAR-TO-DATE THROUGH November 30, 2017  
FISCAL YEAR 2018

## GENERAL FUND:

FROM:				TO:			
MONTH	ACCOUNT NUMBER	DESCRIPTION	Amount	ACCOUNT NUMBER	DESCRIPTION	AMOUNT	REASON
7/2017	01-90-00833-6000001	Contingency	\$ (83,000)	01-90-00833-5605001	General Insurance Exps	\$ 60,000	Item 8 from 6/22/2017 board meeting, to authorize the College to pay the FY2018 ICCRMC Billing.
				01-90-00835-5202001	Workers Compensation Ins	\$ 23,000	
10/2017	01-90-00833-6000001	Contingency	\$ (126,606)	01-10-00341-5806001	Equipment - Instructional	\$ 27,200	Item 8Q from 10/19/17 board meeting to authorize the College to use contingency funds to cover FY2017 carryover expenditures for the McAninch Arts Center, Public Safety, and MPTV groups.
				01-70-00697-5807001	Equipment - Service	\$ 32,722	
				01-90-00833-5909001	Other Expenditure	\$ 66,684	

CONTINGENCY ACCOUNTS - YEAR TO DATE	ORIGINAL BUDGET	TRANSFER IN	TRANSFER OUT	ADJUSTED BUDGET
Education Fund	\$ 2,000,000	\$ -	\$ 209,606	\$ 1,790,394
Total Contingency in General Fund	\$ 2,000,000	\$ -	\$ 209,606	\$ 1,790,394



College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE REPORT  
NOVEMBER 2017

Professional and Legal Services for approval to be paid in December 2017

DRINKER BIDDLE REATH LLP	\$	11,010.00
SCHUYLER ROCHE CRISHAM PC		18,539.50
RATHJE WOODWARD LLC		37,358.02
<b>Total</b>	<b>\$</b>	<b>66,907.52</b>

**G. Travel Requests**

**College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE REPORT  
GROUP TRAVEL REQUESTS \$15,000 OR GREATER  
November 2017**

Employee Name	Request ID	Request Date	Request Name	Request Description	Group Travel Category	Estimated Travel Amount
Total						\$0.00

**College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE REPORT  
INDIVIDUAL EMPLOYEE TRAVEL REQUESTS \$5,000 OR GREATER  
November 2017**

Employee Name	Request ID	Request Date	Request Name	Request Description	Travel Category	Estimated Travel Amount
Total						\$0.00



**COLLEGE OF DuPAGE  
SPECIAL BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Financial Reports: AlphaGraphics - Wheaton

2. **REASON FOR CONSIDERATION**

In previous meetings of the Board of Trustees, Secretary Fenne has publicly disclosed her intent to abstain from voting upon motions to approve the College's Financial Reports whenever those reports reflect payments to AlphaGraphics of Wheaton, Illinois. In disclosing her intent to abstain, Secretary Fenne has read a statement in substantially the following form:

As it relates to the Policy Manual – Board Policy 15-28 I would like to publicly disclose my employment at AlphaGraphics Wheaton. The current Financial Reports of the College of DuPage reflect a payment to Alpha Graphics Wheaton. My employer has had a relationship with the College of DuPage for several years prior to my election to the Board and regularly directs invoices for completed projects to the College. It is my wish to always be transparent and ethical in my actions, therefore I will abstain from voting on these Financial Reports.

As a result of Secretary Fenne's abstentions, however, she has been precluded from voting upon any portion of the Financial Reports whenever an AlphaGraphics item has been included. To remedy this problem of overbreadth, it is proposed that, whenever an AlphaGraphics item is to be included in the Financial Reports, a separate board item pertaining only to a separate AlphaGraphics Financial Report be included on the meeting Agenda. This will permit Secretary Fenne to exercise her discretion to abstain from voting as to this item only, not to the entirety of the Financial Reports.

3. **BACKGROUND INFORMATION**

During the month of November, 2017, disbursements to AlphaGraphics – Wheaton included:

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Alphagraphics Wheaton	11/15/17	IM*0228173	\$ 740.00	Maintenance Supplies

4. **RECOMMENDATION**

That the Board of Trustees approves the disbursements for AlphaGraphics – Wheaton.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer  
Scott Brady, Interim Controller

## **BOARD APPROVAL**

### **SIGNATURE PAGE FOR FINANCIAL REPORTS – ALPHAGRAPHSICS – WHEATON**

**ITEM(S) ON REQUEST:**

**THAT THE BOARD OF TRUSTEES APPROVES THE FINANCIAL REPORTS –  
ALPHAGRAPHSICS - WHEATON FOR THE PERIOD ENDED NOVEMBER 30, 2017**

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BOARD CHAIRMAN

DATE

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BOARD VICE-CHAIRMAN\*

DATE

\* Secretary Fenne abstained from voting on this item and provided the following statement:  
“As it relates to the policy manual of the Board of Trustees, Policy 15-28, I would like to publicly disclose my employment at AlphaGraphics Wheaton. This item pertains to a current financial report of the College of DuPage reflecting a payment to Alphagraphics Wheaton. My employer has had a relationship with the College of DuPage for several years prior to my election to the Board and regularly directs invoices for completed projects to the College. It is my wish to always be transparent and ethical in my actions. Therefore, I will abstain from voting on this Financial Report.”



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

New fund balance restrictions.

2. **REASON FOR CONSIDERATION**

To review current fund balance restrictions and realign them in order to earmark resources for currently anticipated long-term strategic initiatives of the College while maintaining compliance with Board Policy 10-40 on unrestricted fund balance.

3. **BACKGROUND INFORMATION**

Between fiscal years 2012 and 2014 the Board had established certain restrictions on the Education Fund balance for various strategic initiatives which have not been revisited since March, 2014. Current fund balance restrictions total \$91.3 million for the following items:

<b>Item</b>	<b>Dollar Amount</b>
<b>Future Pension Obligations</b>	\$17.0
<b>Information Technology Plan</b>	5.0
<b>Capital Development Board 25% Match</b>	6.3
<b>Retiree OPEB Liability</b>	14.0
<b>New Teaching &amp; Learning Center</b>	33.0
<b>Funded Depreciation</b>	16.0
<b>Total Current Restrictions</b>	\$91.3

We reviewed the above items with the Committee of the Whole on November 16, 2017 and reported that several are outdated with respect to substance or amount. Given the currently anticipated long-term initiatives of the College, the following Education Fund balance restrictions are proposed:



Item	Dollar Amount
Information Technology Plan	\$5.0
Retiree OPEB Liability	12.0
Recapitalization Plan	52.9
Draft Capital Investment Projects	76.3
<b>Total Proposed New Restrictions</b>	<b>\$146.2</b>

- 1) **Information Technology Plan:** As we have reviewed this need with the Vice President of Information Technology, we feel that this amount is still valid and should remain restricted. Each year the IT Department collaborates with departments College-wide to ascertain evolving technology needs. Based on those discussions, the IT Strategic Plan is developed. This restriction on fund balance ensures that adequate resources are available to address larger information technology requirements.
- 2) **Retiree OPEB Liability:** The College currently offers post-employment healthcare benefits to its retirees in the form of stipends to help cover medical premium payments. The plan undergoes actuarial valuations in order to determine the College's total accrued liability. As of the last valuation, this amount was determined to be approximately \$12.0 million.
- 3) **Recapitalization Plan:** Recapitalization is the practice of planning for rehabilitation or replacement of capital assets prior to or at the end of their expected useful lives. As a majority of the College's buildings are over 20 years old, this total of \$52.9 million includes resources to address parking and paving, roofing, mechanical system upgrades, and the like.
- 4) **Draft Capital Investment Projects:** These are new programs and construction projects based on needs assessments and studies. In the absence of a comprehensive facilities master plan, this \$76.3 million of projects have been tentatively identified to support the enhanced delivery of services by the College. These projects include, but are not limited to, renovations to the Glen Ellyn Civic Center, construction of additional advisor office space, a new southeast education center, a West Campus pedestrian walkway, and construction of additional lab space on the main campus.

As some funding sources are available and/or known to us, it is appropriate to consider such sources in establishing net proposed new fund balance restrictions as follows:

<b>Potential Restrictions</b>	<b>\$146.2</b>
<b>Less: Available Construction Fund Balance</b>	<b>(10.0)</b>
<b>Less: Construction Student Fee Thru FY28</b>	<b>(12.0)</b>
<b>Net Proposed New Restrictions</b>	<b>\$124.2</b>

With the proposed fund balance restrictions, the College will be in compliance with the currently proposed Board Policy 10-40. That is, the College will maintain operating fund balances of at least 50%:

<b>Operating Fund Balances – 6/30/2017</b>	<b>\$216.2</b>
<b>Less: Net Proposed New Restrictions</b>	<b>(124.2)</b>
<b>New Unrestricted Fund Balance</b>	<b>\$92.0</b>
<b>FY2017 General Fund Expenditures</b>	<b>\$156.0</b>
<b>Unrestricted Percentage</b>	<b>59.0%</b>
<b>*Proposed Target: At Least 50%*</b>	

4. **RECOMMENDATION**

That the Board of Trustees restrict, in total, \$124.2 million of the Education Fund fund balance to address the needs addressed.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer  
Scott Brady, Interim Controller  
David Virgilio, Assistant Controller

**BOARD APPROVAL**

**SIGNATURE PAGE**

**NEW FUND BALANCE RESTRICTIONS**

**ITEM(S) ON REQUEST**

THAT THE BOARD OF TRUSTEES RESTRICT, IN TOTAL, \$124.2 MILLION OF THE EDUCATION FUND BALANCE TO ADDRESS ANTICIPATED FUTURE NEEDS OF THE COLLEGE.

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BOARD CHAIR

DATE

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SECRETARY

DATE