



# **COLLEGE OF DuPAGE**

**Board of Trustees  
Organizational and Regular Meeting**

**Thursday, April 19, 2012**



Organizational Board Meeting Agenda  
April 19, 2012

**1. Call to Order / Roll Call**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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1. SUBJECT

Approval of Organizational Board Meeting Agenda.

2. PURPOSE

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

- Page 1 – Organizational Board Meeting

3. RECOMMENDATION

It is recommended that the Board of Trustees approve tonight's Organizational Board Meeting Agenda (page 1 of 4 pages).

SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING AGENDA

ITEM(S) ON REQUEST

That the Board of Trustees approves the April 19, 2012 Organizational Board Meeting Agenda.

Carol A. Spittleaux 4/4/12  
Administrative Assistant, Office of the President Date

[Signature] 4/4/12  
President Date





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

**ORGANIZATIONAL BOARD MEETING AGENDA**  
**THURSDAY, APRIL 19, 2012 - SSC-2200**

**A. ORGANIZATIONAL BOARD MEETING AGENDA**

1. **CALL TO ORDER / ROLL CALL**
2. **APPROVAL OF ORGANIZATIONAL BOARD MEETING AGENDA**
  - **Page 1** of 4 pages
3. **OUTGOING STUDENT TRUSTEE**
  3. A. Recognition of Outgoing Student Trustee Lydia Whitten
  3. B. Board Approval of Resolution of Appreciation for Whitten
4. **INCOMING STUDENT TRUSTEE**
  4. A. Student Election Results
  4. B. Oath of Office – New Student Trustee Olivia Martin
5. **ANNUAL REORGANIZATION OF THE BOARD**
  5. A. Election of Board Chairman
  5. B. Election of Board Vice-Chairman
  5. C. Election of Board Secretary
  5. D. Appointment of Treasurer
  5. E. Determination of Regular Board Meetings, Dates and Locations
  5. F. Change of Authorized Bank Signatures
6. **ADJOURN, SINE DIE**





3. **OUTGOING STUDENT TRUSTEE**
  - A. Recognition of Outgoing Student Trustee Lydia Whitten
  - B. Board Approval of Resolution of Appreciation for Whitten
4. **INCOMING STUDENT TRUSTEE**
  - A. Student Election Results
  - B. Oath of Office – New Student Trustee Olivia Martin



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD INFORMATION**

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1. **SUBJECT**

Student Trustee Election Results.

2. **REASON FOR CONSIDERATION**

Attached is the Certificate of Results for the Student Election prepared by the Student Life staff. This election combines the Student Trustee Election and the Student Leadership Council President and Vice-President Elections. Four hundred ninety-six students participated in their C.O.D. community by voting this year.

- There were three candidates for the Student Trustee position. Olivia Martin of Naperville will take office at the April meeting.
- There was one candidate for the SLC President position. Henry Gordon will serve as the new Student Body President.
- There was one candidate for the SLC Vice-President position. Tim Ziman will serve as Student Body Vice-President.

The SLC President and Vice-President will take office at the beginning of summer term. Transition meetings and training sessions with other SLC officers and advisors will take place during Spring Semester.

3. **BACKGROUND INFORMATION**

The Student Life staff, in conjunction with the SLC Election Commission chaired by SLC Coordinator of Operations Brendan McCormack, managed the online elections held March 20 and 21, 2012. The results were verified by Brendan McCormack, Election Commissioner; Chuck Steele, Manager of Student Life; and Keith Zeitz, Manager of Office and Classroom Technology.

# **OFFICIAL RESULTS**

## **CERTIFICATE OF RESULTS** **COLLEGE OF DUPAGE**

### **COMMUNITY COLLEGE DISTRICT NO. 502** **COUNTIES OF DUPAGE, COOK AND WILL IN THE STATE OF ILLINOIS**

For the election held at College of DuPage of Community College District No. 502,  
on the 20<sup>th</sup> and 21<sup>st</sup> days of March, 2012.

**RESULTS OF TALLY:** We, the undersigned Election Commission of the Special Election held in and for Community College District No. 502, Counties of DuPage, Cook and Will in the State of Illinois, on the 20<sup>th</sup> and 21<sup>st</sup> days of March, 2012 for the purpose of electing one (1) Student Member to the Board of Trustees, for the 2012-13 term of one (1) year, do hereby certify that the results of said elections were as follows:

1-Year Term **STUDENT TRUSTEE** (listed in ballot order):

Richard Catalano	received	83	votes	
Ginny Pappaianou	received	148	votes	
<b>Olivia Martin</b>	<b>received</b>	<b>211</b>	<b>votes</b>	<b>SEATED</b>
Miscellaneous Write-ins	received	34	votes	

### **STUDENT LEADERSHIP COUNCIL ELECTION**

#### **PRESIDENT**

<b>Henry Gordon</b>	<b>received</b>	<b>426</b>	<b>votes</b>	<b>SEATED</b>
Miscellaneous Write-ins	received	44	votes	

#### **VICE PRESIDENT**

<b>Tim Ziman</b>	<b>received</b>	<b>405</b>	<b>votes</b>	<b>SEATED</b>
Miscellaneous Write-ins	received	55	votes	

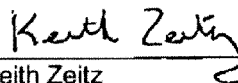
<b>Total Votes Cast</b>	<b>496</b>	<b>votes</b>
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Election verified 100% by:



Brendan McCormack  
Election Commissioner

Chuck Steele  
Manager of Student Life



Keith Zeitz  
Manager of Office & Classroom Technology

**5. ANNUAL REORGANIZATION OF  
THE BOARD - ELECTION OF  
OFFICERS**

- A. Election of Board Chairman**
- B. Election of Board Vice-Chairman**
- C. Election of Board Secretary**
- D. Appointment of Treasurer**
- E. Determination of Regular Board  
Meetings, Dates and Locations**
- F. Change of Authorized Bank  
Signatures**



COLLEGE OF DuPAGE  
ORGANIZATIONAL BOARD MEETING  
ORGANIZATION OF INCOMING BOARD OF TRUSTEES

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1. SUBJECT

Nomination and Election of Board Chairman.

2. REASON FOR CONSIDERATION

Each year, the Trustees nominate and elect their Board Chairman.

3. BACKGROUND INFORMATION

According to ***Board Policy 5-55, Election of Officers***, “The Board of Trustees will annually elect or appoint a Chair, Vice-Chair, Secretary and Treasurer at its annual organizational meeting. The Board will elect from its membership a Chair and Vice-Chair. The Board will either elect a Secretary from the membership of the Board or appoint a Secretary who is not a member of the Board. The Board will appoint a Treasurer who is not a member of the Board, in accordance with Section 3-18 of the *Illinois Public Community College Act* 110 ILCS 805/3-18. All officers will be elected by a majority vote of the Board.”

According to ***Board Policy 5-75, Term of Office (Board Member Officers)***, “All officers of the Board of Trustees who are elected from the membership at an annual organizational meeting of the Board will serve until the next succeeding annual organizational meeting, unless an officer is unable to serve due to death, incapacity, resignation or removal from office. Removal of an officer before the next succeeding annual organizational meeting will be by majority vote of the entire Board of Trustees and will be based on a finding by the Board that the removal is in the best interests of the Board.”

4. RECOMMENDATION

That the Board of Trustees elects \_\_\_\_\_ to serve as Chairman of the Board from April 19, 2012 until the next Organizational Board Meeting in 2013.



SIGNATURE PAGE FOR NOMINATION AND ELECTION OF BOARD CHAIRMAN

ITEM(S) ON REQUEST

That the Board of Trustees elects \_\_\_\_\_ to  
serve as Chairman of the Board from April 19, 2012 until the next Organizational Board  
Meeting in 2013.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

COLLEGE OF DuPAGE  
ORGANIZATIONAL BOARD MEETING  
ORGANIZATION OF INCOMING BOARD OF TRUSTEES

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1. SUBJECT

Nomination and Election of Board Vice-Chairman.

2. REASON FOR CONSIDERATION

Each year, the Trustees nominate and elect their Board Vice-Chairman.

3. BACKGROUND INFORMATION

According to ***Board Policy 5-55, Election of Officers***, “The Board of Trustees will annually elect or appoint a Chair, Vice-Chair, Secretary and Treasurer at its annual organizational meeting. The Board will elect from its membership a Chair and Vice-Chair. The Board will either elect a Secretary from the membership of the Board or appoint a Secretary who is not a member of the Board. The Board will appoint a Treasurer who is not a member of the Board, in accordance with Section 3-18 of the *Illinois Public Community College Act* 110 ILCS 805/3-18. All officers will be elected by a majority vote of the Board.”

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4. RECOMMENDATION

That the Board of Trustees elects \_\_\_\_\_  
to serve as Vice-Chairman of the Board from April 19, 2012 until the next Organizational Board Meeting in 2013.

SIGNATURE PAGE FOR NOMINATION AND ELECTION OF BOARD VICE-CHAIRMAN

ITEM(S) ON REQUEST

That the Board of Trustees elects \_\_\_\_\_  
to serve as Vice-Chairman of the Board from April 19, 2012 until the next Organizational  
Board Meeting in 2013.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

COLLEGE OF DuPAGE  
ORGANIZATIONAL BOARD MEETING  
ORGANIZATION OF INCOMING BOARD OF TRUSTEES

---

1. SUBJECT

Nomination and Election of Board Secretary.

2. REASON FOR CONSIDERATION

Each year, the Trustees nominate and elect their Board Secretary.

3. BACKGROUND INFORMATION

According to ***Board Policy 5-55, Election of Officers***, “The Board of Trustees will annually elect or appoint a Chair, Vice-Chair, Secretary and Treasurer at its annual organizational meeting. The Board will elect from its membership a Chair and Vice-Chair. The Board will either elect a Secretary from the membership of the Board or appoint a Secretary who is not a member of the Board. The Board will appoint a Treasurer who is not a member of the Board, in accordance with Section 3-18 of the *Illinois Public Community College Act* 110 ILCS 805/3-18. All officers will be elected by a majority vote of the Board.”

According to ***Board Policy 5-75, Term of Office (Board Member Officers)***, “All officers of the Board of Trustees who are elected from the membership at an annual organizational meeting of the Board will serve until the next succeeding annual organizational meeting, unless an officer is unable to serve due to death, incapacity, resignation or removal from office. Removal of an officer before the next succeeding annual organizational meeting will be by majority vote of the entire Board of Trustees and will be based on a finding by the Board that the removal is in the best interests of the Board.”

4. RECOMMENDATION

That the Board of Trustees elects \_\_\_\_\_ to serve as Secretary of the Board from April 19, 2012 until the next Organizational Board Meeting in 2013.

SIGNATURE PAGE FOR NOMINATION AND ELECTION OF BOARD SECRETARY

ITEM(S) ON REQUEST

That the Board of Trustees elects \_\_\_\_\_  
to serve as Secretary of the Board from April 19, 2012 until the next Organizational  
Board Meeting in 2013.

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

\_\_\_\_\_  
President Date

COLLEGE OF DuPAGE  
ORGANIZATIONAL BOARD MEETING  
ORGANIZATION OF INCOMING BOARD OF TRUSTEES

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1. SUBJECT

Appointment of Treasurer.

2. REASON FOR CONSIDERATION

Each year, the Trustees appoint a Treasurer.

3. BACKGROUND INFORMATION

According to ***Board Policy 5-55, Election of Officers***, “The Board of Trustees will annually elect or appoint a Chair, Vice-Chair, Secretary and Treasurer at its annual organizational meeting. The Board will elect from its membership a Chair and Vice-Chair. The Board will either elect a Secretary from the membership of the Board or appoint a Secretary who is not a member of the Board. The Board will appoint a Treasurer who is not a member of the Board, in accordance with Section 3-18 of the *Illinois Public Community College Act* 110 ILCS 805/3-18. All officers will be elected by a majority vote of the Board.”

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4. RECOMMENDATION

That the Board of Trustees appoints \_\_\_\_\_  
to serve as Treasurer from April 19, 2012 until the next Organizational Board Meeting  
in 2013.

SIGNATURE PAGE FOR APPOINTMENT OF TREASURER

ITEM(S) ON REQUEST

That the Board of Trustees appoints \_\_\_\_\_  
to serve as Treasurer from April 19, 2012 until the next Organizational Board Meeting  
in 2013.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

**COLLEGE OF DuPAGE**  
**ORGANIZATIONAL BOARD MEETING**  
**ORGANIZATION OF INCOMING BOARD OF TRUSTEES**

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1. SUBJECT

Determination of Regular Board Meetings, Dates and Locations.

2. REASON FOR CONSIDERATION

Each fiscal year, the Board must set their Regular Board Meeting schedule. This schedule must be published at the beginning of each College Fiscal Year in newspapers circulated within the College district.

3. BACKGROUND INFORMATION

The recommendation for Board Meeting dates, times and locations is based on the convenience of the College Board of Trustees.

4. RECOMMENDATION

That the Board of Trustees approves the following dates for their regularly scheduled Monthly Board of Trustees Meetings to be held at the College of DuPage, Main Campus, Student Services Center – Room SSC-2200, 425 Fawell Boulevard, Glen Ellyn, for Fiscal Year 2013:

- **JULY:** 3<sup>rd</sup> Thursday, July 19, 2012
- **AUG:** 3<sup>rd</sup> Tuesday, August 21, 2012  
(All Faculty return, August 15 – 17)
- **SEPT:** 3<sup>rd</sup> Thursday, September 20, 2012
- **OCT:** 3<sup>rd</sup> Thursday, October 18, 2012  
(ACCT Annual Leadership Congress in Boston, October 10 – 13)
- **NOV:** 3<sup>rd</sup> Thursday, November 15, 2012  
(Thanksgiving Holiday, Thursday & Friday, November 22 & 23)



**Organizational Board Meeting**  
**Item 5. E.**  
**April 19, 2012**

- **DEC:** 3<sup>rd</sup> Thursday, December 20, 2012
- **JAN:** 3<sup>rd</sup> Thursday, January 17, 2013
- **FEB:** 3<sup>rd</sup> Thursday, February 21, 2013  
*(ACCT National Legislative Summit in Wash., DC, Feb. 11-14)*
- **MARCH:** 3<sup>rd</sup> Thursday, March 21, 2013
- **APRIL:** 3<sup>rd</sup> Thursday, April 18, 2013  
*(Annual Organizational Board Meeting, followed by Regular Board Meeting)*
- **MAY:** 3<sup>rd</sup> Thursday, May 16, 2013\*  
*(Commencement, Friday, May 10)*
- **JUNE:** 3<sup>rd</sup> Thursday, June 20, 2013\*  
*\*NOTE: Must be 30 days between May Board Meeting Budget presentation and June Board Meeting Budget approval.*

Organizational Board Meeting

Item 5. E.

April 19, 2012

SIGNATURE PAGE FOR DETERMINATION OF REGULAR BOARD MEETINGS,  
DATES AND LOCATIONS

ITEM(S) ON REQUEST

That the Board of Trustees approves the following dates for their regularly scheduled Monthly Board of Trustees Meetings to be held at the College of DuPage, Main Campus, Student Services Center – Room SSC-2200, 425 Fawell Boulevard, Glen Ellyn, for Fiscal Year 2013:

- **JULY:** 3<sup>rd</sup> Thursday, July 19, 2012
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(Annual Organizational Board Meeting, followed by Regular Board Meeting)
- **MAY:** 3<sup>rd</sup> Thursday, May 16, 2013\*  
(Commencement, Friday, May 10)
- **JUNE:** 3<sup>rd</sup> Thursday, June 20, 2013\*  
\*NOTE: Must be 30 days between May Board Meeting Budget presentation and June Board Meeting Budget approval.

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Board Secretary

Date

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President

Date



**COLLEGE OF DUPAGE  
ORGANIZATIONAL BOARD MEETING**

**ORGANIZATION OF INCOMING BOARD OF TRUSTEES**

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1. **SUBJECT**

Change of Authorized Bank Signatures.

2. **REASON FOR CONSIDERATION**

This approval is necessary as we are changing Board Officers.

3. **BACKGROUND INFORMATION**

With the election of new Board Officers, the newly designated signators must be added on College bank accounts.

4. **RECOMMENDATION**

That the Board of Trustees authorizes the Secretary to the Board to complete Financial Institution resolutions authorizing the following signatures for College accounts as of April 19, 2012:

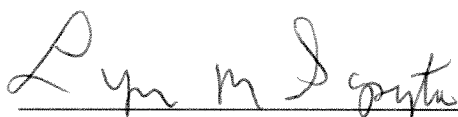
Institution	Account No.	Type	# Required	Signator
J.P. Morgan Chase	XXXXXX981	Payroll	Any 1	Treasurer President
J.P. Morgan Chase	XXXXXX999	Payables	Any 1	Chairman Vice Chairman Treasurer President Board Secretary
J.P. Morgan Chase	XXXXXX791	Concentration	Any1	Treasurer President
J.P. Morgan Chase	XXXXXX005	Federal Funds	Any 1	Treasurer President
J.P. Morgan Chase	XXXXXX074	Credit Card Clearing	Any 1	Treasurer President

## SIGNATURE PAGE FOR CHANGE OF AUTHORIZED BANK SIGNATURES

### ITEM(S) ON REQUEST

That the Board authorizes the Secretary to the Board to complete Financial Institution resolutions authorizing the following signatures for College accounts as of April 19, 2012:

Institution	Account No.	Type	# Required	Signator
J.P. Morgan Chase	XXXXXX981	Payroll	Any 1	Treasurer President
J.P. Morgan Chase	XXXXXX999	Payables	Any 1	Chairman Vice Chairman Treasurer President Board Secretary
J.P. Morgan Chase	XXXXXX791	Concentration	Any1	Treasurer President
J.P. Morgan Chase	XXXXXX005	Federal Funds	Any 1	Treasurer President
J.P. Morgan Chase	XXXXXX074	Credit Card Clearing	Any 1	Treasurer President



Assistant Vice President Financial Affairs and Controller

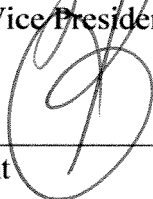
Date



Senior Vice President, Administration and Treasurer

Date

4/2/2012



President

Date

4/4/12

Organizational Board Meeting Agenda  
April 19, 2012

**6. ADJOURN SINE DIE INTO THE  
REGULAR BOARD MEETING**



Regular Board Meeting Agenda  
April 19, 2012

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





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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1. **SUBJECT**

Approval of Regular Board Meeting Agenda.

2. **PURPOSE**

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



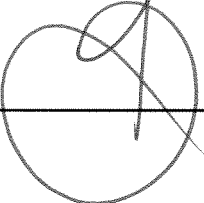

3. **RECOMMENDATION**

It is recommended that the Board of Trustees approve tonight's Regular Board Meeting Agenda (pages 2-4).

SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING AGENDA

ITEM(S) ON REQUEST

That the Board of Trustees approves the April 19, 2012 Regular Board Meeting Agenda (pages 2-4).

	
_____ Administrative Assistant, Office of the President	_____ Date
	
_____ President	_____ Date



# **REGULAR BOARD MEETING AGENDA**

## **THURSDAY, APRIL 19, 2012 - SSC-2200**

### **B. REGULAR BOARD MEETING AGENDA**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
  - **Pages 2-4**
4. **PRESENTATIONS**
  4. A. Faculty / Student Showcase
  4. B. McAninch Arts Center (MAC) Renovation Update
    - Ed Faron and Kevin Havens, Wight Architects
    - Sheryl Van Anne, Mortenson
5. **STUDENT TRUSTEE'S REPORT**
6. **PRESIDENT'S REPORT**
  - Dr. Helen Feng, Professor and Honors Director – Honors Program Update
7. **COMMENTS FROM COLLEGE OF DuPAGE EMPLOYEES**
8. **COMMENTS FROM CITIZENS**
  8. A. District No. 502 Citizens
  8. B. Citizens-at-Large
9. **CONSENT AGENDA\*\* (Roll Call Vote)**
  9. A. **For Information: Standard Items**
    9. A. 1) Gifts and Grants Report
    9. A. 2) Governmental Consortium/Cooperative Purchases Report
    9. A. 3) Financial Statements
      - a) Schedule of Investments
      - b) Operating Funds – Budget and Expenditure
      - c) Tax Levy Collections

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

**9. B. 1) Minutes**

- a) 3/15/12 Regular Board Meeting

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

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

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

- a) Network Equipment & Supplies
- b) Landscaping Bid Package #2
- c) BIC Phase 2 Post Construction Cleaning
- d) SRC South Lobby Electrical Work
- e) HSC Acute Care Simulation Lab Audio Visual Equipment

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

- a) Actuarial Services
- b) TEC Energy Conservation & Guaranteed Energy Cost Savings Program
- c) HSC Retro-Commissioning Services

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

- a) Testing Center Forms
- b) Internet Recruiting Subscriptions & Advertising
- c) AT&T Global Services Voice Telecommunications Equipment
- d) Chemistry Lab Electronic Data Collection System
- e) Signage Design Contract

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

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

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

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

**9. C. 1) Monthly Construction Project Summary**

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

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

- Referendum-Related Projects
- Capital Budget Projects – None

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

- Referendum-Related Projects
- Capital Budget Projects – None

10. **NEW BUSINESS**

10. A. **For Information**

- 1) **One-Semester Non-Teaching Assignment Leaves for the 2012-2013 Academic Year**

10. B. **For Approval**

- 1) **Notice of Public Hearing for FY2013 Budget**  
2) **Revised Board Policy – Tobacco-Free Campus, 10-160**  
3) **College of DuPage 403(b) Plan and College of DuPage 457 Plan**

11. **ANNOUNCEMENTS BY BOARD CHAIRMAN**

11. A. **Communications**

11. B. **Calendar Dates**

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

- **\*Thursday, May 10 – Special Board Meeting – Note change of date.**  
**SSC-2200 – 7:00 p.m.**

**Off Campus Events**

12. **ADJOURN**

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

***FUTURE MEETING***

**Thursday, May 10, 2012**

**7:00 p.m. – Special Board Meeting – SSC-2200**  
**Note new date.**





- 4. PRESENTATIONS**
  - A. Faculty / Student Showcase**
  - B. MAC Renovation Update**
- 5. STUDENT TRUSTEE'S REPORT**
- 6. PRESIDENT'S REPORT**



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



## **9. CONSENT AGENDA**

### **A. For INFORMATION: Standard Items**

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



**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD INFORMATION**

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1. **SUBJECT**

Gifts and Grants Status Report.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

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

**College of DuPage Foundation**  
**Monthly Gift Summary**  
Feb 25 - Mar 31, 2012

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges/Stocks</b>	<b>Gifts-In-Kind</b>	<b>Other</b>	<b>Total</b>
A.R.C. Memorial Scholarship	1	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00
American Meteorological Society-COD	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Athletic Fund	3	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00
Automotive Service Technology Program	1	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
Buffalo Theatre Ensemble	2	\$170.00	\$0.00	\$0.00	\$0.00	\$170.00
Carol Stream Community College Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
CDW Women in Technology Scholarship Fund	1	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
College of DuPage Faculty Association Scholarship	9	\$135.00	\$0.00	\$0.00	\$0.00	\$135.00
Community Promise Scholarship Fund	6	\$62.50	\$0.00	\$0.00	\$0.00	\$62.50
Culinary & Hospitality Center	3	\$17.50	\$0.00	\$0.00	\$0.00	\$17.50
DiabeticLifestyles.com Scholarship Fund	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Donald Carter Memorial Scholarship	4	\$159.00	\$0.00	\$0.00	\$0.00	\$159.00
Early Childhood Education	3	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
Ellen Johnson Memorial Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Fashion Group International of Chicago Scholarship Fund	1	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Fine Arts Program	3	\$1,250.00	\$0.00	\$650.00	\$0.00	\$1,900.00
General Fund	41	\$1,332.50	\$0.00	\$2,000.00	\$0.00	\$3,332.50
General Scholarship Fund	71	\$3,207.00	\$0.00	\$0.00	\$0.00	\$3,207.00
Golf 2012	4	\$1,200.00	\$350.00	\$0.00	\$0.00	\$1,550.00
Greg Joos Memorial Scholarship	1	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Hawthorn Garden Club Scholarship Fund	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Healthcare Instructional Support	2	\$50,000.00	\$0.00	\$4,400.00	\$0.00	\$54,400.00
Homeland Security Programs	3	\$17.50	\$0.00	\$0.00	\$0.00	\$17.50
Horticulture Student Competition	8	\$452.75	\$0.00	\$0.00	\$0.00	\$452.75
Latino Ethnic Awareness Association (LEAA)	20	\$1,090.00	\$0.00	\$4,943.50	\$0.00	\$6,033.50
Louis J. Mannion Scholarship	3	\$37.50	\$0.00	\$0.00	\$0.00	\$37.50
MAC Annual Fund	8	\$395.00	\$0.00	\$0.00	\$0.00	\$395.00
Mary Mack Scholarship	1	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
New Philharmonic/DuPage Opera Theatre	2	\$110.00	\$0.00	\$0.00	\$0.00	\$110.00
Short Term Purpose	4	\$755.00	\$0.00	\$700.00	\$0.00	\$1,455.00
Study Abroad Scholarship Fund	6	\$105.00	\$0.00	\$0.00	\$0.00	\$105.00
Tuition Relief Fund	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
WDCB Public Radio Future Fund	9	\$712.00	\$0.00	\$0.00	\$0.00	\$712.00
<b>Grand Totals:</b>		<b>\$76,173.25</b>	<b>\$25,350.00</b>	<b>\$16,193.50</b>	<b>\$0.00</b>	<b>\$117,716.75</b>

226 Gift(s) listed

No new planned gifts



**College of DuPage Foundation**  
**FY12 Year-to-Date Gift Summary**  
through Mar 31, 2012

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges/Stocks</b>	<b>Gifts-In-Kind</b>	<b>Other</b>	<b>Total</b>
A. Zarcone Memorial Scholarship	4	\$230.00	\$0.00	\$0.00	\$0.00	\$230.00
A.R.C. Memorial Scholarship	2	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
American Meteorological Society-COD	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Assurance Golden Jubilee Endowment	1	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Athletic Fund	17	\$425.00	\$0.00	\$0.00	\$0.00	\$425.00
August Zarcone Endowment	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Automotive Service Technology Program	3	\$0.00	\$0.00	\$14,705.00	\$0.00	\$14,705.00
Belushi Artist-In-Residence Fund	1	\$2,324.16	\$0.00	\$0.00	\$0.00	\$2,324.16
Buffalo Theatre Ensemble	23	\$3,255.00	\$0.00	\$0.00	\$0.00	\$3,255.00
Carol Stream Community College Scholarship	4	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Carter Carroll Excellence in History Award	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
CDW Women in Technology Scholarship Fund	2	\$13,500.00	\$0.00	\$0.00	\$0.00	\$13,500.00
Certificate of GED Scholarship	1	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Christopher & Karen Thielman Culinary & Hospitality Sr	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Christopher & Karen Thielman International Field Studi	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
College of DuPage Faculty Association Scholarship	55	\$1,520.00	\$0.00	\$0.00	\$0.00	\$1,520.00
Community Farm Fund	15	\$1,006.25	\$0.00	\$0.00	\$0.00	\$1,006.25
Community Promise Scholarship Fund	25	\$989.16	\$0.00	\$0.00	\$0.00	\$989.16
Community Relations Fund	37	\$3,275.60	\$0.00	\$11,860.04	\$0.00	\$15,135.64
Culinary & Hospitality Center	42	\$22,686.67	\$2,800.00	\$0.00	\$0.00	\$25,486.67
Culinary Student Scholarship (Teen Culinary Challenge	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
DiabeticLifestyles.com Scholarship Fund	2	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Donald Carter Memorial Scholarship	17	\$848.00	\$0.00	\$0.00	\$0.00	\$848.00
Early Childhood Education	20	\$245.00	\$0.00	\$0.00	\$0.00	\$245.00
Eileen Ward Scholarship Fund	6	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00
Elizabeth Geyer Scholarship	2	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$8,000.00
Ellen Johnson Memorial Scholarship	2	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
Fashion Group International of Chicago Scholarship Fu	1	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
Fine Arts Program	6	\$2,350.00	\$0.00	\$10,771.45	\$0.00	\$13,121.45
Flexible Steel Lacing Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Floral Design Memorial Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
General Fund	254	\$43,568.00	\$0.00	\$2,000.00	\$0.00	\$45,568.00
General Scholarship Fund	338	\$11,184.00	\$0.00	\$0.00	\$0.00	\$11,184.00
George Macht Endowed Scholarship Fund	2	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
George Macht Endowment	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Golf 2012	5	\$1,200.00	\$5,350.00	\$0.00	\$0.00	\$6,550.00
Golf 2013	2	\$0.00	\$5,000.00	\$39.60	\$0.00	\$5,039.60

**College of DuPage Foundation**  
**FY12 Year-to-Date Gift Summary**  
through Mar 31, 2012

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges/Stocks</b>	<b>Gifts-In-Kind</b>	<b>Other</b>	<b>Total</b>
Golf Day 2011	281	\$106,001.00	\$132.00	\$13,660.98	\$0.00	\$119,793.98
Greg Joos Memorial Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
Hawthorn Garden Club Scholarship Fund	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Healthcare Initiative Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Healthcare Instructional Support	5	\$100,050.00	\$0.00	\$5,630.00	\$0.00	\$105,680.00
Homeland Security Programs	54	\$15,566.50	\$666.67	\$262,105.00	\$0.00	\$278,338.17
Horticulture Program	1	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
Horticulture Student Competition	25	\$2,475.07	\$0.00	\$0.00	\$0.00	\$2,475.07
Hospitality Administration Program	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Howard K. Canaday Music Scholarship	2	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HVAC	1	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00
Jesse J. Lopez Give a Kid a Second Chance Scholarsh	1	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Jill Johnson Hall Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Julie Svec Memorial Scholarship Fund	1	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
Latino Ethnic Awareness Association (LEAA)	20	\$1,090.00	\$0.00	\$4,943.50	\$0.00	\$6,033.50
Lecture Series	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Library Development Fund	1	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
Louis J. Mannion Scholarship	21	\$384.50	\$0.00	\$0.00	\$0.00	\$384.50
MAC Annual Fund	147	\$31,037.00	\$0.00	\$7,842.00	\$0.00	\$38,879.00
Mary Mack Scholarship	20	\$1,906.00	\$25.00	\$0.00	\$0.00	\$1,931.00
Morrissey Dental Hygiene Scholarship	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Murphy Presidential Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
New Philharmonic/DuPage Opera Theatre	39	\$7,305.00	\$1,000.00	\$0.00	\$0.00	\$8,305.00
Older Adult Institute Fund	2	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
Power Construction Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Praxair Welding Scholarship	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Road Builder Charities Scholarship	2	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
S.C. Reed Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Second Year Nursing Scholarship	1	\$33.00	\$0.00	\$0.00	\$0.00	\$33.00
Shirley A. Benson Nursing Endowment	1	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Shirley A. Benson Nursing Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Short Term Purpose	5	\$755.00	\$0.00	\$50,700.00	\$0.00	\$51,455.00
Study Abroad Scholarship Fund	41	\$710.00	\$0.00	\$0.00	\$0.00	\$710.00
Tom Galloway Scholarship	2	\$1,509.10	\$0.00	\$0.00	\$0.00	\$1,509.10
Tuition Relief Fund	1	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Veterans Textbook Scholarship	8	\$1,320.00	\$0.00	\$0.00	\$0.00	\$1,320.00
WDCB Public Radio Future Fund	76	\$13,593.68	\$3,773.68	\$0.00	\$0.00	\$17,367.36

**College of DuPage Foundation**  
**FY12 Year-to-Date Gift Summary**  
through Mar 31, 2012

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges/Stocks</b>	<b>Gifts-In-Kind</b>	<b>Other</b>	<b>Total</b>
Weiseman New Works Fund	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Westlake Student Productions	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Wilbur Walker Dodge Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Grand Totals:</b>		<b>\$497,262.69</b>	<b>\$47,747.35</b>	<b>\$385,757.57</b>	<b>\$0.00</b>	<b>\$930,767.61</b>

1,672 Gift(s) listed

13 Planned Gifts on record

**College of DuPage  
FY12 Grants Report  
July 1, 2011 - March 31, 2012**

**Note: New Entries in Bold**

Granting Agency	Title	Division/ Department	Project Director	Type	Amount	Start Date	End Date	Description
<b>COMPETITIVE GRANTS</b>								
IBM Corporation	FY12 Corporate Citizenship & Corporate Affairs Grant	WDCB	Ken Scott	Private	\$1,000	12/19/11	6/30/12	General operating support.
Illinois Arts Council	FY12 Partner In Excellence (McAninch Arts Center)	Liberal Arts	Stephen Cummins Roland Raffel	State	\$24,300	9/15/11	8/31/12	General operating support for the 2011-2012 season.
Illinois Department of Commerce and Economic Opportunity (DCEO)	FY12 Small Business Development Center/International Trade Center (SBDC/ITC)	Business & Technology	David Gay Rita Haake Luanne Mayorga	Federal/ State	\$10,000	1/1/11	12/31/11	To support COD Center for Entrepreneurship Small Business Development Center (SBDC), Procurement Technical Assistance Center (PTAC), and International Trade Center (ITC).
Illinois Department of Commerce and Economic Opportunity (DCEO)	FY12 Procurement Technical Assistance Center (PTAC) (1st Half)	Business & Technology	Rita Haake	Federal/ State	\$51,000	7/1/11	6/30/12	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois Department of Commerce and Economic Opportunity (DCEO)	FY12 Procurement Technical Assistance Center (PTAC) (2nd Half)	Business & Technology	Rita Haake	Federal/ State	\$51,000	7/1/11	6/30/12	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois State Library/ Literacy Office	FY12 Adult Volunteer Literacy: People Educating People (PEP)	Continuing Education	Joseph Cassidy Dan Deasy	State	\$41,000	7/1/11	6/30/12	Community volunteers will give individualized instruction and provide tutoring for ABE, GED, ESL classes.
Illinois State Library/ Literacy Office	FY12 Family Literacy: West Chicago	Continuing Education	Joseph Cassidy Dan Deasy	State	\$29,750	7/1/11	6/30/12	Support the <i>Leer es Poder</i> (Reading is Power) family literacy program.
The DuPage Community Foundation	FY12 SchoolStage	Liberal Arts	Stephen Cummins Janey Sarther	Private	\$15,000	12/7/11	11/1/12	To support the MAC SchoolStage Series, a collection of curriculum-based performances targeted to students pre-kindergarten through 8th grade; submitted through the College of DuPage Foundation.
Tooling & Manufacturing Association Education Foundation	Machinery & Equipment Purchase Grant	Business & Technology	James Filipek	Private	\$15,999	7/1/11	6/30/12	To support a portion of the cost to purchase five Bridgeport vertical milling machines that will be used in basic and advanced machine shop classes for the Manufacturing Technology program.
<b>COMPETITIVE GRANTS</b> (Includes grants from State, Federal and Private Agencies where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.)					<b>\$239,049</b>			

**College of DuPage  
FY12 Grants Report  
July 1, 2011 - March 31, 2012**

**Note: New Entries in Bold**

Granting Agency	Title	Division/ Department	Project Director	Type	Amount	Start Date	End Date	Description
<b>AGENCY-ALLOCATED GRANTS</b>								
<b>Illinois Emergency Management Agency</b>	<b>Public Assistance Grant</b>	<b>Police Department</b>	<b>Ray Snisko</b>	<b>Federal/State</b>	<b>\$ 29,219.08</b>	<b>3/17/11</b>	<b>6/30/12</b>	<b>To provide financial assistance to recover from major disasters or emergencies declared by the President. Used for the snow removal, emergency assistance, RAVE alert system, and replacement and installation of the damaged wind turbine in the snow storm of 2011.</b>
Illinois Arts Council	FY12 WDCB-FM Public Radio and Television Basic Grant	Information Technology	Scott Wager	State	\$12,387	11/1/11	8/31/12	General operating support.
Illinois Community College Board	FY12 Adult Education and Family Literacy	Continuing Education	Joseph Cassidy	Federal/State	\$1,821,534	7/1/11	6/30/12	To support FY12 Adult Education and Family Literacy programming.
Illinois Community College Board	FY12 Career & Technical Education Innovation Grant	Academic Affairs	Mary Klinefelter	Federal/State	\$32,006	7/1/11	6/30/12	To purchase instructional equipment, materials and supplies to provide course offerings in medical terminology, medical instrumentation, and information technology at the Regional Centers.
Illinois Community College Board	FY12 Program Improvement Grant	Academic Affairs	Glenda Gallisath	Federal/State	\$77,094	7/1/11	6/30/12	To purchase a vehicle for the Automotive Technology program, a 3-D printer for the Graphic Design program, an ambulance hydraulic lift for Fire Science and a BiPAP ventilator for Respiratory Care.
Illinois Community College Board	FY12 Workforce Development Grant: Business and Industry Services Component	Business & Technology	David Gay Rita Haake Luanne Mayorga	State	\$165,098	7/1/11	6/30/12	To support COD Center for Entrepreneurship Small Business Development Center (SBDC), Procurement Technical Assistance Center (PTAC), and International Trade Center (ITC).
Illinois Community College Board	FY12 Career & Technical Education Program Postsecondary Perkins Grant	Academic Affairs	Glenda Gallisath	Federal/State	\$583,410	7/1/11	6/30/12	For CTE programs and activities, equipment acquisition, faculty and staff development, and education and industry collaborations that will support student opportunities to enhance academic success, build technical skills, and prepare for future careers.
Jack H. Marston II Melanoma Fund (Jack's Fund)	FY12 Early Childhood Education Center Sun Shades Grant	Continuing Education	Joseph Cassidy Marsha Pobst	Private	\$10,060	7/1/11	6/30/13	For the purchase of shade structures on the pre-kindergarten and toddler playgrounds as well as educational materials that teach about sun safety.
<b>AGENCY-ALLOCATED GRANTS</b> (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.)					<b>\$2,730,808</b>			

**College of DuPage  
FY12 Grants Report  
July 1, 2011 - March 31, 2012**

***Note: New Entries in Bold***

Granting Agency	Title	Division/ Department	Project Director	Type	Amount	Start Date	End Date	Description
<b>SUBCONTRACTOR / PARTNER in GRANT</b>								
IL Department of Human Services and IL Coalition for Immigrant and Refugee Rights	Illinois Refugee and Immigrant Citizenship Initiative (IRICI) with West Suburban Citizenship Coalition	Continuing Education	Dan Deasy	State	\$15,695	7/1/11	6/30/12	Partnership with World Relief DuPage, West Chicago High School District 94 and Exodus World Services to offer citizenship preparation classes, tutoring, legal assistance and application services to DuPage County permanent residents.
<b>SUBCONTRACTOR / PARTNER in GRANT</b>					<b>\$15,695</b>			
<b>FY12 Total All Grants: as of March 31, 2012</b>					<b>\$2,985,552</b>			

**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD INFORMATION**

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1. **SUBJECT**

Governmental Consortium/Cooperative Purchases Report.

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





COLLEGE OF DUPAGE  
REGULAR BOARD MEETING

STANDARD BOARD INFORMATION

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1. SUBJECT

Financial Statements.

2. REASON FOR CONSIDERATION

For monthly Board information.

3. BACKGROUND INFORMATION

- a) Schedule of Investments – This report is presented to the Board for information each month. It lists the Schedule of Investments for each of the College's Funds. The report details the purchase and maturity dates and interest rate earned.
- b) Operating Funds – Budget and Expenditures - This report is presented to the Board for information each month. It lists the budget-to-actual results for the current fiscal year for the Operating Funds.
- c) Tax Levy Collections – This report is presented to the Board for discussion purposes on a quarterly basis (July, October, January, April). This report lists the tax receipts by counties and also by each of the funds that levy taxes.

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
INVESTMENT SCHEDULE  
March 31, 2012**

<b>FINANCIAL INSTITUTION</b>	<b>DATE PURCHASED</b>	<b>DATE OF MATURITY</b>	<b>INTEREST RATE %</b>	<b>PRINCIPAL</b>
<b>OPERATING INVESTMENTS:</b>				
<b>EDUCATIONAL FUND</b>				
US Bank - IL FUNDS	N/A	N/A	0.07	\$ 11,061,016
Wheaton Bank & Trust NOW Acct	N/A	N/A	0.15	14,098,654
PFM Liquidity Acct	N/A	N/A	0.24	26,162,594
MB Invest acct	N/A	N/A	0.20	8,197,321
Sovereign Bank CD	2/1/2012	8/1/2012	0.30	249,000
Mizuho Corp Bank	2/29/2012	8/29/2012	0.29	249,000
Bank of China CD	1/11/2012	1/11/2013	0.55	249,000
State Bank of India CD	1/27/2012	1/25/2013	0.50	249,000
First Bank of Puerto Rico	2/8/2012	5/8/2013	0.55	249,000
Chase High Yield Saving	N/A	N/A	0.30	31,217,039
Northern Trust Short Ultra Bond	N/A	N/A		5,023,328
Global Gov't Securities	10/17/11	10/17/14	0.70	30,000,000
				<u>127,004,952</u>
<b>OPERATIONS AND MAINTENANCE FUND</b>				
US Bank - IL FUNDS	N/A	N/A	0.07	<u>128,878</u>
				128,878
<b>DEBT SERVICE FUND</b>				
PMA Citibank	N/A	N/A	0.11	<u>905,556</u>
				905,556
<b>WORKING CASH FUND</b>				
PFM Investments	N/A	N/A		7,956,042
PFM Fair Market Value Adjustment	N/A	N/A		(7,908)
PFM IIIT	N/A	N/A		<u>31,228</u>
				7,979,362
<b>SUB-TOTAL OPERATING INVESTMENTS</b>				<u><b>136,018,748</b></u>
<b>CONSTRUCTION INVESTMENTS:</b>				
<b>SERIES 2011A Bonds</b>				
Chase High Yield Saving	N/A	N/A	0.30	30,030,345
PMA Citibank Savings	N/A	N/A	0.11	<u>45,723,361</u>
				75,753,706
<b>OPERATIONS AND MAINTENANCE (RESTRICTED) FUND</b>				
MB Invest Acct	N/A	N/A	0.20	3,805,579
PFM Investments	N/A	N/A		17,475,572
PFM Fair Market Value Adjustment	N/A	N/A		(18,452)
PFM IIIT	N/A	N/A		<u>72,864</u>
				21,335,563
<b>SUB-TOTAL CONSTRUCTION INVESTMENTS</b>				<u><b>97,089,269</b></u>
<b>GRAND TOTAL ALL INVESTMENTS</b>				<u><b>\$ 233,108,017</b></u>
U:finance/central accounting/cash/cash0312				

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
INVESTMENT SCHEDULE  
March 31, 2012**

	OUTSTANDING INVESTMENTS PRINCIPAL	FY2012 INTEREST BUDGET	BUDGETED PLANNED TO DATE	INTEREST EARNED TO DATE
EDUCATIONAL FUND	\$ 127,004,952	\$ 150,000	\$ 118,539	\$ 116,826
OPERATIONS AND MAINTENANCE FUND	128,878	35,000	28,763	34,463
OPERATIONS AND MAINTENANCE (RESTRICTED) FUND	97,089,269	262,500	178,444	288,059
DEBT SERVICE FUND	905,556	262,500	202,731	36,096
AUXILIARY FUND	-	-	-	12,795
WORKING CASH FUND	7,979,362	40,000	33,012	33,725
	<u>\$ 233,108,017</u>	<u>\$ 750,000</u>	<u>\$ 561,489</u>	<u>\$ 521,964</u>

U:finance/central accounting/cash/cash0312

**COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
CONSTRUCTION BONDS  
March 31, 2012**

College of DuPage - 2011A Building Bonds

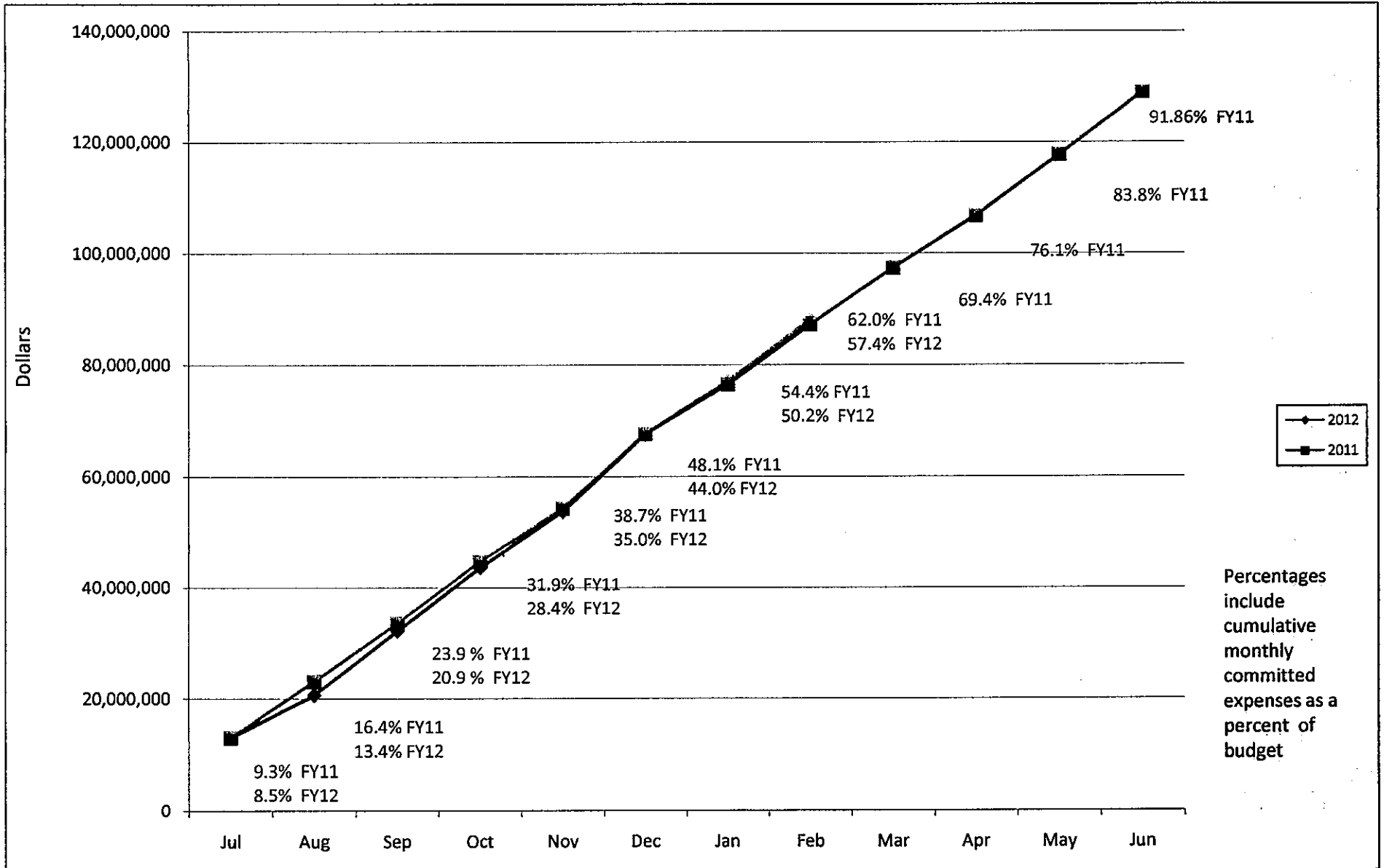
Date of Issue		8/10/2011
Original Bond Proceeds	\$	90,114,979
Original Expense Budget	\$	90,120,954
Expenses to Date	\$	14,438,776
Future Funds Available	\$	75,753,706

U:finance/central accounting/cash/cash0312

**COLLEGE OF DUPAGE**  
**FISCAL YEAR 2011 BUDGET AND EXPENDITURES**  
**March 31, 2012**  
As of March 31, 2012 19 of 26 Payrolls have occurred = 73%

<b>DIVISION</b>	<b>CURRENT ANNUAL BUDGET</b>	<b>EXPENDITURES YEAR TO DATE</b>	<b>FUTURE COMMITMENTS</b>	<b>TOTAL COMMITTED</b>	<b>UNCOMMITTED BALANCE</b>	<b>% OF BUDGET COMMITTED</b>
<b>EDUCATION FUND</b>						
<b>President</b>	\$ 1,066,260	\$ 697,874	\$ 1,289	\$ 699,163	\$ 367,097	65.57%
<b>Govern. Relations/Board of Trustees</b>	549,355	331,205	26,969	358,174	191,181	65.20%
<b>Academic Affairs</b>						
Academic Affairs Administration	5,315,796	3,006,858	265,639	3,272,497	2,043,299	61.56%
Business & Technology	14,777,197	11,282,354	157,218	11,439,572	3,337,625	77.41%
Health & Social Sciences	30,506,447	21,807,007	186,496	21,993,503	8,512,944	72.09%
Liberal Arts	21,702,464	15,140,553	43,884	15,184,437	6,518,027	69.97%
Library	7,434,035	5,425,292	35,747	5,461,039	1,972,996	73.46%
Continuing Education	2,256,444	1,560,518	15,174	1,575,692	680,752	69.83%
Student Services	6,982,527	4,389,850	16,304	4,406,154	2,576,373	63.10%
Information Technology	14,761,835	9,937,141	348,241	10,285,382	4,476,453	69.68%
Plan & Inst Effectiveness	962,030	663,079	1,052	664,131	297,899	69.03%
Development & Foundation	1,187,309	830,223	37,706	867,929	319,380	73.10%
Enrollment Management	5,153,725	2,923,406	22,652	2,946,058	2,207,667	57.16%
<b>Total Academic Affairs</b>	<b>111,039,809</b>	<b>76,966,281</b>	<b>1,130,113</b>	<b>78,096,394</b>	<b>32,943,415</b>	<b>70.33%</b>
<b>Administrative Affairs</b>						
Administrative Affairs Admin.	767,136	320,561	2,143	322,704	444,432	42.07%
Business Affairs	2,058,083	1,106,165	215,098	1,321,263	736,820	64.20%
Police Department	2,192,277	1,409,457	79,415	1,488,872	703,405	67.91%
Finance Office	3,972,456	2,421,044	41,786	2,462,830	1,509,626	62.00%
Facilities/Plant Administration	4,014,955	2,700,154	326,493	3,026,647	988,308	75.38%
Risk Management	357,682	155,582	11,096	166,678	191,004	46.60%
General Institutional	21,128,828	8,194,299	50,018	8,244,317	12,884,511	39.02%
<b>Total Administrative Affairs</b>	<b>34,491,417</b>	<b>16,307,262</b>	<b>726,049</b>	<b>17,033,311</b>	<b>17,458,106</b>	<b>49.38%</b>
<b>Human Resources</b>	<b>2,545,389</b>	<b>1,571,828</b>	<b>7,350</b>	<b>1,579,178</b>	<b>966,211</b>	<b>62.04%</b>
<b>External Relations</b>	<b>3,718,337</b>	<b>2,264,437</b>	<b>156,761</b>	<b>2,421,198</b>	<b>1,297,139</b>	<b>65.12%</b>
<b>Total Education Fund:</b>	<b>\$ 153,410,567</b>	<b>\$ 98,138,887</b>	<b>\$ 2,048,531</b>	<b>\$ 100,187,418</b>	<b>\$ 53,223,149</b>	<b>65.31%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
<b>Administrative Affairs</b>	<b>\$ 13,684,470</b>	<b>\$ 7,084,702</b>	<b>\$ 2,623,386</b>	<b>\$ 9,708,088</b>	<b>\$ 3,976,382</b>	<b>70.94%</b>
<b>Information Technology</b>	<b>748,541</b>	<b>419,436</b>	<b>174,292</b>	<b>593,728</b>	<b>154,813</b>	<b>79.32%</b>
<b>Total Operations &amp; Maintenance Fund:</b>	<b>\$ 14,433,011</b>	<b>\$ 7,504,138</b>	<b>\$ 2,797,678</b>	<b>\$ 10,301,816</b>	<b>\$ 4,131,195</b>	<b>71.38%</b>
<b>Total General Funds</b>	<b>\$ 167,843,578</b>	<b>\$ 105,643,025</b>	<b>\$ 4,846,209</b>	<b>\$ 110,489,234</b>	<b>\$ 57,354,344</b>	<b>65.83%</b>

**College of DuPage**  
**FY 2011 & FY 2012 Education Fund Committed Expenditures**



COLLEGE OF DUPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
TAX LEVY COLLECTIONS - CURRENT AND 4 PREVIOUS LEVY YEARS  
RECEIVED THROUGH MARCH 31, 2012

LEVY YEAR	ASSESSED VALUATIONS	EXTENSIONS	AMOUNT COLLECTED	COLLECTED AS % OF EXTENSION	DUPAGE COUNTY TAX RATE
2010	\$ 45,371,787,099	\$ 105,572,929	\$ 105,101,191	99.55%	0.2349
2009	47,883,147,236	101,210,205	100,782,855	99.58%	0.2127
2008	47,797,629,872	89,022,239	88,713,556	99.65%	0.1882
2007	44,727,271,771	85,075,829	84,877,197	99.77%	0.1897
2006	41,586,227,017	80,554,297	80,043,713	99.37%	0.1951
TOTAL	<u>\$ 227,366,062,995</u>	<u>\$ 461,435,499</u>	<u>\$ 459,518,512</u>	<u>99.58%</u>	

2010 LEVY COLLECTIONS:

COUNTY	2010 ASSESSED VALUATION	2010 EXTENSION	AMOUNT COLLECTED	COLLECTED AS % OF EXTENSION
COOK	\$ 4,056,945,632	\$ 8,529,169	\$ 8,293,522	97.24%
DUPAGE	38,913,477,604	91,407,759	91,176,056	99.75%
WILL	2,401,363,863	5,636,001	5,631,613	99.92%
TOTAL	<u>\$ 45,371,787,099</u>	<u>\$ 105,572,929</u>	<u>\$ 105,101,191</u>	<u>99.55%</u>

FUND	COOK COUNTY 2010 TAX RATE	COOK COUNTY RECEIPTS	DUPAGE COUNTY 2010 TAX RATE	DUPAGE COUNTY RECEIPTS	WILL COUNTY 2010 TAX RATE	WILL COUNTY RECEIPTS	TOTAL RECEIPTS
EDUCATIONAL	0.1315	\$ 5,131,875	0.1483	\$ 57,568,637	0.1485	\$ 3,562,602	\$ 66,263,114
OPERATIONS AND MAINTENANCE	0.0213	831,126	0.0242	9,391,113	0.0242	580,377	10,802,616
BOND	0.0574	2,330,521	0.0624	24,216,306	0.0620	1,488,634	28,035,461
TOTAL	<u>0.2102</u>	<u>\$ 8,293,522</u>	<u>0.2349</u>	<u>\$ 91,176,056</u>	<u>0.2347</u>	<u>\$ 5,631,613</u>	<u>\$ 105,101,191</u>





## **9. CONSENT AGENDA**

### **B. For APPROVAL: Standard Items**

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



**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

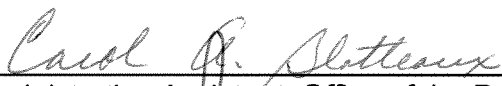
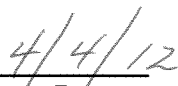
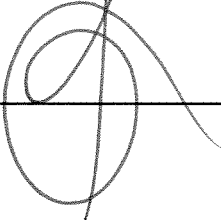

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1. **SUBJECT**  
Approval of Board Meeting Minutes.
  2. **REASON FOR CONSIDERATION**  
The minutes of all Board of Trustees Meetings of Community College District 502 must be approved by the Trustees at a public Board Meeting.
  3. **BACKGROUND INFORMATION**  
Minutes are normally approved the month following the meeting dates.
  4. **RECOMMENDATION**  
That the Board of Trustees approves the following Board Meeting Minutes:
    - a) 3/15/12 Regular Board Meeting

SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING MINUTES

ITEM(S) ON REQUEST

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

- a) 3/15/12 Regular Board Meeting

	
_____ Administrative Assistant, Office of the President	_____ Date
	
_____ President	_____ Date



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

**MINUTES  
THURSDAY, MARCH 15, 2012  
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

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**CALL TO ORDER**

At 7:03 p.m., the Regular Meeting of the Board of Trustees was called to order by Chairman Carlin.

**ROLL CALL**

Present: Trustees Erin Birt, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda, Joseph Wozniak, David Carlin and Student Trustee Lydia Whitten.

Also Present: President Dr. Robert L. Breuder, Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C.P.C., Legal counsel Ken Florey of Robbins, Schwartz, Nicholas, Lifton and Taylor, LTD, staff members, representatives of the press and visitors. (Minutes prepared by Carol Blotteaux, Administrative Assistant, Office of the President.)

**APPROVAL OF AGENDA**

Chairman Carlin called for a motion to approve tonight's Agenda. Vice Chairman Birt moved, Trustee McGuire seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Regular Board Meeting of March 15, 2012. The motion carried unanimously.

**PRESENTATIONS**

**Faculty / Student Showcase**

- Faculty Senate President Glenn Hansen introduced Dr. Ken Gray, Professor of Psychology. Dr. Gray stated he has been conducting research with his students which is an effective tool for increasing student engagement, commitment, the level of interest in their classes and success. He feels psychology is a core scientific discipline that is fundamentally based on research.

Dr. Gray introduced his student, Kelly Flack, who discussed her research project: "The Relationship Between Smile Genuineness and Life Outcomes," which was based on a study by Abel & Kruger conducted in 2010. Ms. Flack's project will be submitted to the Stanford Undergraduate Research Conference in May of 2012.

- Dr. Breuder introduced Craig Smith of LSH who gave an update on the ongoing renovation of the Student Resource Center, the Library, the Academic Computing Center and other areas of the Center. Mechanical, electrical and technology system updates are approximately 2/3 of the total cost of the renovation. This project will run through 2014.

Sheryl Van Anne of Mortenson Construction, the construction manager for this project, discussed the schedule for the renovation project: construction to start August 2012 in the Library, the ACC in early 2014; both to be completed by the end of 2014.

Trustee Savage asked about the fire separation in the buildings. The sprinkler system and fire alarm system in the buildings provide a very safe and sound environment.

Trustee Wozniak asked about the number of computers in the Library. The renovation will provide more efficient use of the space. It will have additional study rooms, providing more computers and special equipment.

- Dr. Breuder made presentations to two Rotary clubs within the district this past weekend. He thanked them for their support of the 2010 Referendum, which is funding the renovation projects. Within three years, the entire campus will be completely renovated. It should serve the institution well for the next 40 years. Next month, there will be a presentation on the MAC and pictures of the west end of campus, which is badly in need of renovation.
- Dr. Breuder noted that at each meeting of the Board of Trustees, the citizens of the district are provided with an opportunity to speak before the Board. It has been customary that no response would be made to comments from individuals coming before the Board; however, there are times when there is a need to respond. Last month, three faculty members spoke at the Board meeting. After reviewing their remarks, he found they contained erroneous information which required his response.
  1. Faculty Senate President Glenn Hansen spoke regarding contract negotiations. Mr. Hansen felt the existing contract should be honored in its entirety going forward as it was negotiated over the past forty years. Dr. Breuder indicated he has been involved in more than two dozen contract negotiations over the past thirty years. The end of a contract generally signals the beginning of negotiations. The existing contract, from cover to cover, is opened up for examination, consideration and, if necessary, adjustment. Negotiating new terms and conditions going forward does not show disrespect for the old contract. Today, employment contracts must reflect the environment in which we currently function. The College's continued success, strength and stability depend on consummating a reasonable, rational and responsible contract extension with the Faculty Senate congruent with taxpayer expectations and other employee groups with whom we have already settled.

2. Last month, Faculty Senate Vice President Bob Hazard indicated enrollment is down this semester. Headcount enrollment at COD is up .6%. In Illinois, COD is one of only nine community colleges to increase headcount...the rest declined. Although our FTE is down 1.5%, the average decline in the state is 4.4% - we are well below the state average. Out-of-district enrollment is running 40% ahead of last fall. Fall applications are 11.9% ahead. Other community colleges are trying to hold their current enrollment numbers, and some are seeing dramatic declines.

Professor Hazard indicated, "Every time we increase tuition, we close the door on dreams of those who can just barely afford to come here."

- We have no evidence to confirm this position; however, we have established a Tuition Relief Fund through the Foundation to assist students in need.
  - Mr. Glaser reminded the group of three specific areas of revenue for the College: approximately 48% is from local property tax (which is subject to change), 48% from tuition and fees and the remainder is what we assume from the State of Illinois for our base operating payments. No one wants to increase tuition and fees; however, in order to continue to be a healthy and vibrant institution, revenue must keep pace with costs and inflation. Salary and benefits make up 77% of our total operating expenses, and are driven primarily by union agreements. Inflation at the end of 2011 was 3%. Given the College's limited ability to raise property taxes and the state not being a good financial partner in the near term, the College increased tuition by 3% starting fall 2012 to cover at least some portion of the revenues. Mr. Glaser discussed tuition and fee increases and enrollment numbers since 2003. Small annual increases in tuition and fees did not appear to have a significant impact on enrollment.

Mr. Glaser stated, between the Foundation and the Scholarships provided by the College, no one's dream to attend college going forward should be impaired.

Professor Hazard also stated, "At the end of the year, COD had a budget surplus that was in excess of \$46 million."

- Mr. Glaser noted the fund balance surplus has increased \$46 million; however, the majority of this fund balance is restricted and not available for operating purposes. The construction, debt service, restricted fund, capital asset and long-term debt account fund balances are not available to fund day-to-day operations, such as salaries, benefits and utility costs. Subtracting out the restricted fund balances, the Net Operating Fund balance surplus is \$24,885,375. Dr. Breuder noted all of this is public information, is in the audited financial statement and can be further discussed with Tom Glaser if anyone has questions.

Last month, Professor Hazard commented, "It's a safe bet we'll still be well within the black."



- Mr. Glaser stated we should hope that each year we would end up in the black. In referring to the unrestricted net assets of the College, beginning in 2005, Mr. Glaser presented a slide that indicates the College has not always had the strong discipline we now have. In 2006, 2007 and 2008, the College had a cumulative loss of \$22 million. In an environment where it is unknown if and when the state will honor their responsibility to make payments to the College, the fact we have managed to stay in the black and build reserves is something of which the Board and all of us should be proud. Yesterday, the College received the sixth payment from the state...they are still two payments behind. We were also advised we should expect no more than nine total payments this fiscal year, which would reduce our FY2011 revenues by about \$3.3 million.

Dr. Breuder noted when he was hired in 2009, he looked at the negative fund balances for the past three years. This is called deficit funding. It mirrored the state, the federal government and many public agencies. The Board didn't think they wanted to sustain this practice, so the College moved in the other direction.

Professor Hazard commented, "But even if the state had paid nothing, we still would have easily cleared \$30 million."

- Mr. Glaser showed the same slide he showed earlier with figures showing what the fund balance would have been without payments from the state. The fund balance would have been \$12.1 million this fiscal year, not \$30 million. This is a 7% margin, and the College is comfortable operating within the 3-7% range.

Again, Professor Hazard said, "The administration takes seriously its responsibility to be conservative in its spending projections and, as a result, their budgets have never come close to being income neutral."

- Mr. Glaser indicated the College is required by state law to develop and pass a balanced budget. Not all assumptions will be realized, so no budget is ever income neutral. When developing the annual budget, he stated they look at many factors: inflation, income levels of residents in the district, assessed evaluation of property in the district, the likelihood of receiving payments from the state, an increase in annual health insurance premiums, etc. The budget is built around those basic assumptions. Initially, the budget for FY2013 was built on the thought that we would receive four payments from the state. Based on the fact that in 2010 and 2011 we received twelve payments, it was thought to be more prudent to assume we would get six payments next year. Shortly thereafter, it was learned the state would probably only make nine payments this year. The philosophy was to be conservative but reasonable when making these assumptions.

3. Last month, community member John Staeck spoke regarding transparency. He said, "We had an agenda come out within 24 hours, 24 hours of this meeting." Dr. Breuder asked Director of Government Relations and Special

Assistant to the President Mary Ann Millush to address this comment.

- Ms. Millush stated the Notice and Agenda for the Special Meeting of the Board of Trustees on February 21 was posted on Friday, February 17, at 4:23 p.m. This is four days in advance of the meeting and more than the required 48 hour Notice posting.

Mr. Staeck made a number of statements that had a common theme..."All you need do is put it on the web, you're violating the spirit of the Open Meetings Act, How do we comment, ...put your material on line."

- Dr. Breuder noted Mr. Staeck and others might not be familiar with the process used every month to bring the Board Agenda before the public to give the Board the information to make a decision in the best interest of the people served by this institution and the people with whom we work. Dr. Breuder listed the steps which are followed every month to prepare the Board Agenda and the materials that make up the Board book and make it available online. By following this procedure, the Board can proceed through the Agenda to make critical decisions that need to be made at this institution.

Mr. Staeck also commented last month about the amount of money in the fund balance (\$101.4 million). "That's twice what the most conservative fiscal agencies recognize as tremendous."

- Dr. Breuder indicated he has never been able to find one entity that would tell him what the fund balance should be. Dr. Breuder asked Mr. Glaser to supply additional information.
  - Mr. Glaser showed a chart outlining the fund balance for each of the Illinois community colleges. COD is 17 out of 39. While we are a large institution with a large fund balance, COD is "in the middle of the pack" with our fund balance. Best practices suggest organizations should strive to have at least six months of operating expenses in reserve. Examples of when this would be important are the recent weather-related natural disasters and the shootings at NIU and Virginia Tech. Using our 2012 budget as a baseline, if we were to follow the six-months of operating expenses in reserve, we should have \$84 million in our fund balance...we are at \$73.1 million, so by our own desire to have best practice, we are short by \$11 million.

Mr. Glaser spoke to Mr. Staeck's comment regarding having a fund balance over twice what most conservative fiscal agencies would recognize. There is no standard. The bond rating agencies (Moody's and Standard & Poor's) and our auditors all stated there is no benchmark standard for a fund balance. The College's healthy reserves and prudent fiscal management were instrumental in once again receiving the Aaa bond rating from the rating agencies. The amount of reserves is always driven by the entity and their specific operating environment.

Dr. Breuder noted that, during his tenure at COD, the College has gone through refinancing multiple times and, because we have

maintained our Aaa bond rating, we have saved the taxpayers \$5 million.

Mr. Staeck's final comment last month was, "Why do you have \$101 million of our tax money, and what are you doing with it?"

- Mr. Glaser stated it is appropriate and expected to maintain reserves. The building of the reserves never impeded any academic program in the College. We are required to file many documents with ICCB which are available to the public via their website. Through our budget process and annual financial report, we provide transparency to the financial operations of the College. Detailed financial information is posted on the College website. Anyone can access that information rather easily. Mr. Glaser indicated he and his staff are always available to answer questions.

Dr. Breuder stated that, just because someone says something, that doesn't necessarily make it correct. Open communication has been and will continue to be welcome at College of DuPage. It rests with each of us to conduct ourselves in a professional manner, which includes integrity, respect, honesty, accuracy, no misrepresentation of the facts, avoiding inciteful behavior, etc. He remains optimistic we will continue to work together to serve the best interests of the students and the community at large.

In concluding his remarks, Dr. Breuder indicated that if a situation such as this should occur again, he will again take the time to look at it and bring forth factual information that substantiates the position on behalf of the College and administration.

- Dr. Breuder indicated our auditing firm said we must add \$5 million to our reserves to be able to accommodate the surge in unpaid tuition. He asked Mr. Glaser to provide information regarding the number of students who were not paying their tuition.
  - Mr. Glaser stated that when he arrived at COD in May of 2009, we began the closing process of that fiscal year. In going through the audit, it was noted that we must add \$5 million to the allowance for bad debts. Changes were made, and there has been a significant reduction in this area.
  - Mr. Glaser was also asked to provide information on SURS, the implications to COD and how it challenges the \$101 million fund balance. He stated SURS sent out information regarding the normal cost of pensions. If we had to pay the SURS contribution the state makes on our behalf (current cost of employees), that would be \$11.1 million. This will be an annual cost. It may be necessary to go to the fund balance to make these payments.
- Dr. Breuder asked Associate Vice President of Marketing and Communication Joe Collins to address the Board regarding the decision to eliminate the Graphic Arts program.
  - Mr. Collins stated that, in the past year, three programs were placed on Critical Program Review. The Graphic Arts Technology Program was one of

the three. After reviewing the program and the factors affecting it, the recommendation was made by the Dean, Dr. Daniel Lloyd, that the program be discontinued. Mr. Collins concurred. A major factor affecting this decision was a decrease of 67% in FTE enrollment in this program from 2005 to 2012. By comparison, the Graphic Design Program increased by 87%. Also, a review of the employment projection from the Bureau of Labor Statistics shows a negative employment growth in the printing industry through the year 2018. Program faculty confirmed all of the above information. Cost of the program – net cost went from \$414 per unit to \$560. Overall, College programs saw a net decrease. It is a fiscally correct decision by the College to discontinue this program. It will continue for one more year, which will allow students in the program to complete the program or make arrangements on how to complete their Graphic Arts studies. The faculty will also continue a minimum of 18 months. If the faculty has another proposal for a program in that area, it will be considered, but the Graphic Arts Program as it stands today has been discontinued.

In response to a question from Trustee Svoboda regarding students currently enrolled in the Graphic Arts Program, Mr. Collins stated Dean Daniel Lloyd will be sending a letter to all of those students. He and the Associate Dean will make personal visits to each class and explain, in detail, reasons for this decision and options for students, including individual advising sessions for current students.

Dr. Breuder asked if COD was the only community college moving away from Graphic Arts. Mr. Collins responded indicating because of the change in the printing industry over the past 20 years, many more community colleges with printing based programs have discontinued these programs, among which are Triton and South Suburban. With the popularity of the computer, more students are migrating to computer-based Graphic Design and moving away from the printing-based Graphic Arts.

Chairman Carlin thanked Dr. Breuder for his thorough presentation and for addressing some of the comments from the last Board meeting. He noted the Board reserves the right to comment at any time when public comments are made. Doing it this way is helpful, because it provides time to get the facts and present them for everyone's benefit.

At 8:41 p.m., Chairman Carlin stated they would take a short break at this time.

At 8:50 p.m., Chairman Carlin asked that the Secretary call the roll.

Present: Trustees Erin Birt, Dianne McGuire, Allison O'Donnell, Kim Savage, Nancy Svoboda, Joseph Wozniak, David Carlin and Student Trustee Lydia Whitten.

### **STUDENT TRUSTEE'S REPORT**

- Student Trustee Whitten thanked Tom Glaser and Joe Collins for attending the recent Town Hall forum and answering questions students had regarding the tuition increase. They better understood why the tuition was raised, but wished they had

more notice. In the future, they would appreciate more time in which to obtain the students' opinion.

- Student Trustee Whitten noted the Student Leadership Council elections are being held March 20 and 21. They will be electing a new President, Vice President and Student Trustee.
- The Student Advisory Day is April 19. They will be going to Springfield to speak to our representatives, in particular about the MAP Grant.

Chairman Carlin advised next month would be Student Trustee Whitten's last Board meeting. He noted she has made great contributions to the College of DuPage and contributed greatly to the discussion at the Board table on behalf of the students.

### **COMMENTS FROM DISTRICT 502 CITIZENS**

- Brendan McCormack stated the students were disappointed to learn tuition was going up; the decision was made quickly, without their notification and without providing adequate proof the increase was necessary.

The following citizens spoke about discontinuing the Graphic Arts program:

- Jay Sperry from Havi Global Solutions in Downers Grove took graphic arts in college and worked at Clemson University for six years doing industry consulting and development. They had to fight the same battle COD is facing now. He offered to volunteer his time to help COD learn more about the industry as a whole and what role community colleges could play in this industry. He has an employee who has taken graphic arts classes at COD for three years, during which time she has received two promotions. He felt it would be a shame if she were unable to complete her classes here at COD. Mr. Sperry left his business card with contact information.
- Carol Miller, an employee of Havi Global Solutions works for a supply team management company that does \$3 billion in packaging alone. They have many partners in Illinois and across the country. The jobs are there. She looked at many colleges before attending COD because this program was on the same track she and her company were going. She has until 2013 to complete her studies. She works full-time and is unable to attend school full-time. The program works. She hopes COD will reconsider their decision to discontinue these classes.
- Martin Burdick: Although he holds many degrees, he came to COD to have a change of career from the legal profession to board game design. The quality of education he received at COD meets and exceeds any of the education he received at the four institutions he attended. He tried the Graphic Design Program, found the computer skills, technology and software in the Graphic Arts program helpful in designing his prototypes for the board games. Mr. Burdick feels it is a great program, and hopes COD will give it a chance before cutting it off.
- Michele Roberts stated she has been taking classes at COD since the 1970s. It was a stepping stone to go into a 4-year college. She graduated, worked, retired early and came back to COD to pursue further classes. The faculty is available almost 24/7. Ms. Roberts said she hates to see the disagreements between the faculty and the Board which could interfere with the education of the students.



At the end of the comments from district residents, Chairman Carlin asked if, in the future, people might fill in the contact information and details on the sign-in sheets so the Board can appropriately get in touch with the public and COD employees with feedback to their comments, when necessary.

### **COMMENTS FROM COLLEGE OF DuPAGE EMPLOYEES**

The following faculty members spoke. They detailed their credentials, degrees and awards. Each faculty member ended their comments with the following statement: "I am a dedicated professional and care about quality and education. That is why fair treatment is all I ask."

- Steve Schroeder, Professor in the Speech Department at COD
- Mary Jean Cravens, Associate Professor of Sociology at COD
- David Goldberg, Professor of Political Science at COD
- Karin Evans, Associate Professor in the English Department at COD
- Chuck Boone, Professor of Art at COD
- Lisa Higgins, Professor of English at COD
- Tony Venezia, Associate Professor in Multimedia Arts at COD
- Julia Diliberti, Professor of Humanities at COD

At 9:27 p.m., Chairman Carlin indicated Secretary O'Donnell would be leaving the meeting. Trustee Svoboda would perform the duties of Secretary Pro Tem for the balance of the meeting.

- Lewis Jones, Professor of Economics at COD, noted that while the additions and enhancements to the physical plant have been striking and represent a definite improvement to the classrooms and public areas, the full-time faculty represent the students' interface with the College. To downgrade the status of the faculty is to risk the most important component of the College in providing its principle service.
- Jeff Curto, Professor/Coordinator of Photography at COD, stated he is the public face of COD. He detailed his credentials, degrees and awards. He noted students have moved here from 10 different states and three different countries to enroll in the Photography Program. He is a dedicated professional and cares about quality, education and fair treatment for all.
- Glenn Hansen, President of the Faculty Senate and the Faculty Association, Professor/Coordinator of Photography at COD, expressed his disappointment over the recent elimination of two programs which resulted in three faculty members losing their jobs, and that tonight will end the Graphic Arts Program. The programs under review created jobs which are desperately needed by the community.

Professor Hansen commented that, after last month's meeting, he was accused of breaking the negotiation ground rules. He stated that simultaneously, there was a press conference being held divulging specifics of the counter offer his team never received. When his team accepted the offer, they were told it was never an offer because what was in the press wasn't in quotes and, therefore, not true. They then wrote to the Board and again accepted the offer, but were deferred to Dr. Breuder. Professor Hansen asked that the Board respect the negotiated agreement their predecessors crafted with them. They expect a contract that respects who they are, what they do with their students and the community, and want to be treated fairly.

- Bob Hazard, Assistant Professor in the English Department at COD, requested that, before he started on his comments, he would like to respond to one of Dr. Breuder's responses tonight to his talk at last month's meeting. Dr. Breuder noted the enrollment number he used was wrong. Tom Glaser showed a bar graph showing that enrollment was up. He understands that. Professor Hazard said he got his figure from the February 21 Board item, 10.B.7), which read: "To reflect the national phenomenon of softening in enrollment and our own experience this academic year (down an estimated 17,293 credit hours from FY2011)..." He said that's what he was basing his statement on. For the other numbers, he was using solid information, although the Board may not agree with the numbers. He looks forward to continuing this conversation with Dr. Breuder and working through this.

Professor Hazard stated he had two issues to address. In looking through the Board packet which was posted Tuesday evening, he noticed the summary of his comments from last month's meeting was missing the important context that explains why he asked the Board to pull the tuition proposal and reconsider the \$4.00 hike. His reasoning was that the budget process of the current administration generates a huge surplus at the end of the fiscal year. Professor Hazard requested the Board pull Item 9.B.1)b) Minutes and change his comments.

Professor Hazard's second point was that they would be happy to accept the proposals that have been attributed to the College in at least three newspapers. The problem is that what seems like a reasonable but painful set of give-backs in the press isn't really the offer. The offer singles out the faculty for especially harsh treatment – harsher than that given to their sister constituencies, the Fraternal Order of Police, the Adjunct Association, the Operating Engineers and, most recently, the Classified personnel. It is an offer that defies the excellent financial state of the College in which you rightfully take pride. They will not be backed into a corner with public pronouncements and bait-and-switch tactics. He asked that they live up to their offer in the press and play fair.

- Shaun Dudek, Professor/Coordinator of Graphic Arts Technology at COD, spoke regarding the proposed elimination of the Graphic Arts Technology Department. The Department evolved to meet the needs of the industry workforce and the community, which include publishing, print production and web production. This is currently a multi-billion dollar a year industry with growth areas that include packaging, flexography, screen printing, web and interactive media communication. It will continue to evolve from traditional publishing to tablets and other devices. She has met with industry partners to see what education the College could offer to provide qualified individuals. Local employers are currently recruiting prospective employees from out-of-state to meet the industry needs. Professor Dudek stated she submitted proposals to the administration to address the needs of their department and obtained \$1.2 million in donations for software and equipment at no cost to the College. This will allow them to renew the equipment every year. The program currently has 86 students, 15 of whom will be graduating in May.
- Cathy Sirvatka, a part-time faculty member of the Graphic Arts Technology Department, expressed her disappointment over what took place over the past months. She mentioned the unprofessional and undignified behavior of some faculty members of another department who want the Graphic Arts Department gone.

Dean Lloyd was not involved until the Department was ready to be closed, with some of their own staff also pushing for the Department to close. Some of the part-time faculty worked against this and were encouraged to rewrite the program, come up with a new business plan and rewrite the course work. They did this. Shaun Dudek worked tirelessly so they would have a state-of-the art program which would bring the students into the 21<sup>st</sup> century of graphic arts. She demonstrated that graphic arts and the print world are changing with the times. People in the industry can see Shaun's vision and the possibilities for this new program, but the Deans in direct communication with this program cannot...their minds are made up. The losers are the community, the students, the faculty who care about what they do and the College for losing what is a fantastic career-oriented program.

- Dan McCluskey has been an adjunct faculty member at COD since 1976. He communicated messages he received from high school teachers who feed students into the Graphic Arts Program. The high school teachers agree there needs to be a revision of some of the course work being taught but never foresaw it being closed.

Mr. McCluskey noted he participated in a meeting with Shaun Dudek and Cathy Sirvatka at M&R Screen Printing, the largest screen printing manufacturer in the world, which is located in Glen Ellyn. Rich Hoffman, President of M&R, offered to support the program through a quarter of a million dollar offer of equipment and 95% of consumable costs. When informed we were terminating the program, he sent an email stating that, as a business owner whose business depends on qualified personnel to keep printing in the United States and willing to commit to getting people trained, he was disappointed that College of DuPage is unwilling to make this happen.

At the conclusion of the Comments from COD Employees, Chairman Carlin noted that he would like to take this opportunity to address some of the signs held up against the widows this evening. Two signs stood out. One said, "Treat us fairly." Another said, "COD is People." He stated the Board takes their role and responsibilities very seriously. The Board is concerned about treating their constituency groups fairly. They are also concerned about treating the taxpayers and students of District 502 fairly. COD is people, but District 502 is made up of people, too...many of whom are struggling. More than 6000 homes in DuPage County are going through foreclosure and 20% of the people are either unemployed or under-employed.

The signs talk about economic fairness. This Board is looking above and beyond economic fairness to one constituency group. The Board is looking for economic fairness for the entire District and the community. Chairman Carlin respectfully asked that the ongoing negotiations be allowed to continue. The Board is negotiating in good faith. The administration is doing so on behalf of the Board. We need to look at the economic realities in the state and those facing the College of DuPage. If we were properly funded by the State of Illinois, we would receive \$54 million under the Illinois Community College Act. We now receive \$12.1 million. Now the State is saying COD should pay the SURS contribution of \$11.4 million. He stated the economic realities can't be ignored, and both sides have to be cognizant of them. COD is fortunate to have wonderful people doing a terrific job. We haven't been faced with layoffs or furloughs. There have been no detrimental cuts to vital programs and curriculum. He noted he would not continue beyond this point because there was still a lot of business before the Board tonight. He asked that they let the process play out and minimize the rhetoric, propaganda and signs plastered up



against the windows. This Board is very concerned about being fair to the taxpayers, students and each of the fine employees who work here.

Trustee Savage stated she also believes we do care about the people and fairness and should let the process run its course. It behooves both sides not to put comments into the paper about what is going on in the negotiations because it damages the integrity of the negotiations. Chairman Carlin asked for everyone's help in making this happen.

### **COMMENTS FROM CITIZENS AT-LARGE**

There were no comments from citizens at-large.

### **CONSENT AGENDA**

Vice Chairman Birt moved, Trustee Wozniak seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

- A. The following items for BOARD INFORMATION only:
  - 1) Gifts and Grants Report
  - 2) Governmental Consortium/Cooperative Purchases
  - 3) Financial Statements consisting of Schedule of Investments, Operating Funds – Budget and Expenditures
- B. The following items for BOARD APPROVAL:
  - 1) Minutes of the February Board Meetings:
    - a) 2/21/12 Board Meeting – Closed Session
    - a) 2/21/12 Special Board Meeting
  - 2) Financial Reports
    - a) Treasurer's Report
    - b) Payroll and Accounts Payable Report
  - 3) Bid Items:
    - a) The Board of Trustees awarded the bid for BIC/SRC Phase 2 Audio Visual Equipment, on an item by item basis, to the lowest responsible bidders as follows:

Bid Item	Vendor	\$ Amount
4, 5	Four Point O 12641 Old Plank Road New Lenox, IL 60451	\$ 32,608.30
1a, 1b, 1c, 1d, 3, 6, 7	Midwest Computer Products 33W512 Roosevelt Road West Chicago, IL 60185	\$ 23,346.18
2a, 2b, 2c, 2d	Sound Planning Associates 923 W. Liberty Drive Wheaton, IL 60187	\$337,790.00
8	Troxell Communications 2413 W. Algonquin Road Algonquin, IL 60102	\$ 152.08

for a total expenditure of:

\$ 393,896.56

- b) The Board of Trustees awarded the bid for the Print Shop Computer-to-Plate System to Presstek, Inc., 201 W. Oakton Avenue, Des Plaines, IL 60018, for a total expenditure of \$36,820.00.
- c) The Board of Trustees awarded the bid for the MAC Amphitheater Tensile Structure to Eide Industries Inc., 16215 Piuma Avenue, Cerritos, CA 90703, for a total expenditure of \$293,000.00.
- d) The Board of Trustees awarded the bid for the BIC Telecom Center Cooling System to Monaco Mechanical, 1971 University Lane, Lisle, IL 60532, for a total expenditure of \$139,800.00.
- e) The Board of Trustees awarded the bid for Naperville & Westmont Centers Boiler Replacement to Hayes Mechanical, 5959 S. Harlem Avenue, Chicago, IL 60638, for a total expenditure of \$244,646.00.
- f) The Board of Trustees awarded the bid for Police Department Radio Equipment to Miner Electronics Corporation, 500 45th Avenue, Munster, IN 46321, for a total expenditure of \$33,026.30.
- g) SRC Renovations South Lobby and Conference Room – Bid Package #1:
  - a) The Board of Trustees awarded the bids for SRC Renovations South Lobby and Conference Room – Bid Package #1 as follows:
    - Selective Demolition to Kinsale Contracting Group, Inc., 648 Blackhawk Drive, Westmont, IL 60559, for the base bid total of \$55,400.00, Alternate #1 for \$4,375.00, and Alternate #3 for a deduct of \$30.00, for a subtotal of \$59,745.00;
    - Miscellaneous Steel to Ralph H. Simpson Company, 733 Industrial Drive, Elmhurst, IL 60126, for the base bid total of \$155,581.00;
    - Glass & Glazing to Alliance Glass & Metal, 646 Forestwood Drive, Romeoville, IL 60446, for the base bid total of \$18,555.00 and Alternate #1 for \$400.00, for a subtotal of \$18,955.00;
    - Ceramic Tile and Stone to Rockford Central Tile & Terrazzo, 5139 American Road, Rockford, IL 61109, for the base bid total of \$85,660.00;
    - Carpet and Walk Off Mat to Vortex Enterprises, 25 W. Official Road, Addison, IL 60101 for the base bid total of \$97,022.00, Alternate #1 for \$1,590.00, and Alternate #4 for a deduct of \$609.00, for a subtotal of \$98,003.00;

- Painting and Wall Covering to Five Star Decorating, Inc., 930 S. Stiles Drive, Addison, IL 60101 for the base bid total of \$86,900.00 and Alternate #1 for \$1,700.00, for a subtotal of \$88,600.00;
- HVAC to Mechanical Concepts of Illinois, 333 S. O'Hare Drive, Romeoville, IL 60446 for the base bid total of \$182,500.00 and Alternate #1 for \$28,865.00, for a subtotal of \$211,365.00;
- Plumbing to O'Sullivan Plumbing, 9726 W. 194<sup>th</sup> Street, Mokena, IL 60448, for the base bid total of \$8,850;
- Fire Protection to Great Lakes Plumbing & Heating, 4521 W. Diversey, Chicago, IL 60639, for the base bid total of \$30,500.00 and Alternate #1 for \$1,510.00, for a subtotal of \$32,010.00;

rejecting all bids received for Electrical Work, Architectural Millwork, and General Trades due to budgetary concerns;

for a subtotal of \$758,769.00;

b) The Board of Trustees awarded the bids for SRC Renovations South Lobby and Conference Room Re-Bid of Package #1 as follows:

- Architectural Millwork to American Designs Inc., 4147 W. Ogden Avenue, Chicago, IL 60623, for the base bid total of \$54,200.00;
- General Trades to Stuckey Construction Co., 2020 N. Lewis Avenue, Waukegan, IL 60087, for the base bid total of \$508,508.00;

for a subtotal of \$562,708.00;

c) The Board of Trustees approved the increase in the contract amount with Mortenson Construction Company, 25 Northwest Point Blvd., Elk Grove Village, 60007, for the contracts related to SRC Renovations South Lobby & Conference Room – Bid Package #1, in accordance with the contract terms, for the following fees:

- Site services for a subtotal of \$104,618.00;
- Additional staff per 10/27/11 proposal for a subtotal of \$44,640.00;
- General Conditions at 4.58% for a subtotal of \$67,359.66;
- Insurance at 0.95% for a subtotal of \$14,611.90;
- Trade contract costs at 2.2% for a subtotal of \$34,159.54;

for a subtotal of \$265,389.10;

for a total expenditure of \$1,586,866.10.

- 4) Requests for Proposals:  
There were no Requests for Proposals this month.
- 5) Purchase Orders for:
  - a) The Board of Trustees approved a contract for the Summer 2012 Advertising Campaign with Michael Walters Advertising, 444 N. Wabash Avenue, Chicago, IL 60611, for an estimated expenditure of \$100,000.00.
  - b) The Board of Trustees approved a contract for the purchase of Datatel Recruiter Software with Datatel, 4375 Fair Lakes Ct., Fairfax, VA 22033 for a total expenditure of \$162,340.00.
  - c) The contract for Generator Plant Switchgear System Preventative Maintenance, awarded on September 15, 2011 to GE Energy Management, 830 West 40<sup>th</sup> Street, Chicago, IL 60609-2598 for a total expenditure of \$90,220.00 was rescinded due to their lack of acceptance of College of DuPage's terms and conditions.
  - d) The contract for Generator Plant Control System Replacement, awarded on September 15, 2011 to GE Energy Management, 830 West 40<sup>th</sup> Street, Chicago, IL 60609-2598 for a total expenditure of \$609,165.00 was rescinded due to their lack of acceptance of College of DuPage's terms and conditions.
- 6) The Board ratified the following Personnel Actions:
  - a) Ratification of Classified Appointments
  - b) Ratification of FOP Appointments
  - c) Ratification of Operating Engineers Appointments
  - d) Ratification of Managerial Promotions / Transfers
  - e) Ratification of Classified Promotions / Transfers
  - f) Ratification of Operating Engineers Promotions / Transfers
  - g) Ratification of Faculty Resignations / Terminations
  - h) Ratification of Classified Resignations / Terminations
  - i) Ratification of Faculty Retirements
  - j) Ratification of Classified Retirements
- C. For Information: Construction-Related Items
  - 1) Monthly Construction Project Summary
- D. For Approval:
  - 1) Ratification of Construction Change Orders
    - Referendum-Related Projects
- **RATIFY ATHLETIC FIELDS – SCHAEFGES BROTHERS #07: \$1,222.57.** This change is to remove the six-foot tall closed-mesh tennis fence windscreens from the contract and replace them with nine-

foot tall open-mesh windscreens for improved ball visibility, while maintaining the same fence design. *This is an Owner-Requested Scope Change.*

- **RATIFY BIC/SRC – MORTENSON #111.2: \$2,963.00.** During review with the end users, additional power was requested in the Hydrosiences, Geology, Earth Sciences, Astronomy and Meteorology labs. This cost is to add the power and data ports that were not in the original design discussed over two years ago during the programming. Adding these outlets will meet the new standards required by the users. *This is an Owner-Requested Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #157: \$89,262.00.** Due to the upcoming renovation to the SRC building, it was decided that the 72 VAV (variable air volume) boxes, currently included in the project, should be changed from pneumatic to DDC (direct digital controls). This change will allow compatibility with the new HVAC system that is planned for the future SRC Renovation project. *This is an Owner-Requested Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #170.1: \$24,087.00.** During field investigation, it was determined that the hot water supply and return on the design drawings was being fed from the mechanical room radiant pumps. C.O.D. Engineering shuts these pumps off during the summer months so the original design would not work. This cost is to run a new four inch line to the SRC North Mechanical Room and tie into the existing reheat water lines. This is an error on the design drawings. *This is a Design-Related Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #173: \$2,600.00.** Due to conflicts in the BIC West Shredder Room, the ceiling height on the drawing had to be lowered. This additional cost is for lowering the ceiling and includes an access panel and additional duct work. *This is an Unforeseen Field Condition Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #174: \$1,356.00.** The design drawings did not include a return air grill or transfer duct in the Art Gallery closet. This cost is to add the return air and transfer duct. This is an omission on the design drawings. *This is a Design-Related Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #175: \$1,734.00.** The original design of exhaust fan #25 was not clear and a relay had to be added to shut the fan off when the fire-smoke damper shuts. This is an omission on the design drawings. *This is a Design-Related Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #177: \$7,007.00.** Conflicts were discovered with the diffusers for the HVAC and the new ceiling construction in the SSC Board Room. The duct work and diffusers needed to be reworked in this area due to this conflict. This is an error on the part of the design team. *This is a Design-Related Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #179.2: \$74,989.00.** The elevator inspection resulted in additional modifications needed for three existing elevators. Items included adding a drip-pan above the elevator pump and tanks, additional electrical disconnects, relay switches, and adding shunt trips and fire alarm controls. *This is an Unforeseen Field Condition Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #181: \$1,945.00.** The design drawings showed the existing exit for the BIC West first floor in the incorrect location. This cost is for additional work required due to the design drawing error. Work includes additional demolition, ductwork and painting. This is an error on the part of the design team. *This is a Design-Related Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #182.1: \$7,840.00.** During reviews with the users, additional power was needed for the Map Lab and the External Business Relation Department. The Map Lab required an additional data outlet for a computer. The External Business Relation Department requested changes to the design. However, the changes were suspended after the additional power was already installed. *This is an Owner-Requested Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #184.1: \$9,421.00.** During construction, it was discovered that there were concrete beams in Fan Rooms 2 and 4 that required significant redesign of the waste lines. Over 100 LF of piping was added to correct this issue. This cost is to reroute the piping to avoid these conflicts. *This was an Unforeseen Field Condition Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #185: \$2,192.00.** The design drawings did not show a tie-in for a sink in classroom 28513P. This cost is to tie the waste-line into the closest men's bathroom. This is an omission on the design drawings. *This was an Errors and Omissions Scope Change.*

- **RATIFY BIC/SRC – MORTENSON #186: \$896.00.** The design drawings called for SSC Storage Room to have a ceiling, but the ventilation drawings did not show ceiling-mounted diffusers or return grills. This cost is to add ceiling-mounted diffusers and grills. *This was an Errors and Omissions Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #187: \$2,217.00.** Design drawings called for a 60-amp fuse to re-feed S8R in the Fan Room #4, which was shown on the as-built drawings. The existing condition only had a rating of 30 amps. This cost is to remove the 30-amp bucket and replace it with a 60-amp bucket. *This is an Unforeseen Field Condition Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #188.1: \$15,033.00.** Due to adjacencies to the existing BIC building, it was determined that five steam traps and bulk drywall heads were required to accommodate conflicts in the ceiling space and to meet the minimum requirements of the overall pitch of the piping. *This is an Unforeseen Field Condition Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #191.1: \$12,282.00.** The design drawings did not include duct work or fire dampers for the routing for Exhaust Fan #13. This cost is for the duct work, fire dampers and required fire rating at the floor. *This was an Errors and Omissions Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #201: CREDIT (\$4,212.00).** The current design has two new windows being cut into the south side of the exterior wall on the lowest level. This credit is for deleting the new windows from the scope and leaving the wall as-is. *This is an Owner-Requested Scope Change.*
- **RATIFY BIC/SRC – MORTENSON #203.1: \$15,167.00.** During construction, it was found that the existing reheat-piping does not work with the new system and was causing the sensor to incorrectly give readings to Engineering. This cost is to relocate the differential pressure-sensors to the top of the shafts so readings can be accurately read. *This was an Errors and Omissions Scope Change.*
- **RATIFY CHC – W.B. OLSON #164: \$13,505.00.** This change was to furnish and install Masonite floor protection in the corridors during project completion and for protection during C.O.D. move-in as requested by C.O.D. This is an *Owner-Requested Scope Change.*
- **RATIFY CHC – W.B. OLSON #165: CREDIT (\$2,584.00).** This change is a credit for adjusting the previously issued Change Order Proposals to reflect the College's audit discovery of overages and general conditions correction. *This is an Owner-Requested Scope Change.*
- **RATIFY CHC – W.B. OLSON #167: CREDIT (\$11,750.00).** This change was for the manpower and materials to correct the glycol concentration in the hot water and chilled water systems to meet design specifications. This change is a credit for the back-charge to the mechanical contractor (MG Mechanical). *This is a Design-Related Scope Change.*
- **RATIFY SRC EXTERIOR RENOVATION – MORTENSON #199: CREDIT (\$92,188.00).** This credit is for the change in scope to replace the south atrium glass. This change includes not installing the sunshades, skylight ridge cap, pressure caps and door replacement. Interior painting is not credited back as it will be completed with the second phase of work. *This is an Owner-Requested Scope Change.*
- **RATIFY SRC RENOVATION – LSH #01: \$97,200.00.** Loebl Schlossman & Hackl has been selected to complete construction drawings to renovate the south hallways of the SRC building. This cost includes coordination with Graphic Designer. This does not include design work for the exterior curtainwall, skylight or roof. *This is an Owner-Requested Scope Change.*
- **RATIFY SRC SOUTH ATRIUM – WIGHT #01: \$86,000.00.** Wight and Company has been selected to complete design drawings to renovate the south atrium glass of the SRC building. This work includes reworking the exterior glass at the south staircase. A previous contract with Wight and Company renovated the skylights in the areas. *This is an Owner-Requested Scope Change.*
- There were no Capital Budget Projects.

## 2) Approval of Construction Change Orders



- **APPROVE BIC/SRC – MORTENSON #164.4: \$261,217.00.** Modifications were required to the Police Dispatch area, which remained in the SRC Building after it was decided to move the Police Department to the new HEC Building. Equipment was replaced and additional power was added for future expansion of the main console. A new split system cooling unit was added to the space due to the unanticipated loads from the electrical equipment in the space. Modifications included installing a new electrical panel, additional power and data, lighting changes, and a new raised access floor. This price also includes building the temporary space for the Police Dispatch during the construction of the space. *This is an Owner-Requested Scope Change.*
- **APPROVE BIC/SRC – MORTENSON #198.1: \$175,408.00.** During demolition, it was discovered that four sections of the north foundation wall were made out of CMU block and do not meet the required loads to support the exterior soil pressure. These walls have been leaking over the years. This cost is to reinforce these walls to meet the soil pressure and apply a sealer on the interior of the wall to eliminate leaks. *This is an Unforeseen Field Condition Scope Change.*
- **APPROVE CHC – W.B. OLSON #166: \$245,000.00.** This change was to provide additional general conditions to complete the project. These general conditions include additional manpower and resources to resolve scope conflicts. *This is an Owner-Requested Scope Change.*
- **APPROVE PE RENOVATION – LEGAT #01: \$191,544.00.** At the request of Facilities, Planning and Construction, Legat Architects will provide additional work for the PE Renovation. Legat's Basic Services fee was approved by the Board based on an overall project cost of \$18.9M. Additional scope items have been added for an increased project cost of \$24M. Legat has reduced their fee to 7% (from 7.12%) of the construction cost, resulting in an increase to their Basic Services fees of \$191,544.00. *This is an Owner-Requested Scope Change.*
- **APPROVE SRC SOUTH LOBBY GLASS – MORTENSON #202.1: \$1,303,449.00.** This is not a request for additional funding; these costs are included in the original budget, which is \$1,800,000.00. The scope of work included in this change order is curtainwall work associated with replacing existing south glass. This work includes removal of revolving doors and replacing with double-man doors, structural steel required to support additional weight of glass at the underside of the stairs, patching of roof and removal of spiral duct work. Items not included are railing relocation and patching of exterior concrete, which will be presented in a future change order. *This is an Owner-Requested Scope Change.*
- **RATIFY SRC RENOVATION – LSH #02: \$334,050.00.** Loeb Schlossman & Hackl has been selected to complete construction drawings to renovate the Academic Computing Center in the SRC building. In a previous contract, LSH has been hired to complete drawings to renovate other portions of the building which include the Library, Records department, IT and an upgrade to the Mechanical systems of the building. *This is an Owner-Requested Scope Change.*
- There were no Capital Budget Projects.

Chairman Carlin asked if any Trustee had a question regarding a Consent Agenda item. Hearing no questions or comments from the Board, Secretary Pro Tem Svoboda called the roll. Voting aye: Student Trustee Whitten, Trustees Savage, Wozniak, Birt, McGuire, Svoboda and Chairman Carlin. Motion to approve all Consent Agenda items listed above carried unanimously.

## **NEW BUSINESS**

### **A. For Information Only:**

- 1) Revised Board Policy – Tobacco-Free Campus, 10-160

### **B. For Approval:**

- 1) Trustee Savage moved, Trustee McGuire seconded, that the Board approve the Physical Education Building Renovation Project ICCB Application. On roll call, voting aye: Student Trustee Whitten,

Trustees Birt, McGuire, Savage, Svoboda, Wozniak and Chairman Carlin. Motion carried unanimously.

- 2) Trustee Savage moved, Trustee Svoboda seconded, that the Board approve the Student Resources Center Renovation Project ICCB Application. On roll call, voting aye: Student Trustee Whitten, Trustees McGuire, O'Donnell, Savage, Svoboda, Wozniak, Birt and Chairman Carlin. Motion carried unanimously.
- 3) Vice Chairman Birt moved, Trustee Svoboda seconded, that the Board approve the Joint Petition to Annex into Lisle-Woodridge Fire District. On roll call, voting aye: Student Trustee Whitten, Trustees Svoboda, Wozniak, Birt, McGuire, O'Donnell, Savage and Chairman Carlin. Motion carried unanimously.

Dr. Breuder noted that this item was on the Agenda last month and was pulled so there could be additional conversation with Lisle-Woodridge. The decision to pull this item probably saved the College between \$250,000 - \$300,000. On further consideration, Lisle-Woodridge didn't feel they needed to have an ambulance on campus to properly serve us, the College didn't have to build the space into the new building, and they won't charge us any fees. If this relationship doesn't work, we can de-annex without any opposition. Delaying 30 days was a good decision.

Chairman Carlin thanked Dr. Breuder. He and the administration thoroughly analyzed all options available to us and found Lisle-Woodridge could provide the service and needs of the College.

## **ANNOUNCEMENTS**

- **ACCT Report**
  - Trustee Svoboda noted the next ACCT meeting will be in October.
  - The ICCTA meeting March 8-9 was attended by Trustees Savage, McGuire, Wozniak and Svoboda. The topic of the presentation was the qualities of the Chair of the Board of Trustees and communication between the President and the Chair. A lot of concern was expressed about the SURS pension issue and the implication it would have on the colleges in the state.
  - Chairman Carlin noted COD hosted a regional ICCTA meeting where similar conversations were had with some of our peer institutions, including frustration with the SURS directives and discussion regarding the situation COD has gone through in recent years with the Village of Glen Ellyn. Several colleges had similar problems.
  - These same items will probably be discussed May 1-2 at ICCTA Lobby Day. The Trustees will be lobbying for financial benefits for the College and the students.
- **Foundation Report**
  - Trustee Savage noted the Foundation welcomed their new Vice President for Development and Executive Director of the Foundation, Cathy Brod, on



March 5. She has had the opportunity to meet with many Deans and faculty, as well as several Rotary groups.

- The Foundation implemented the online procedure to expedite the scholarship application process for students. In the three weeks since the data base opened, 1800 applications have been received. This compares to 2400 applications received last year while using the paper application process.
  - The Foundation will host a reception in the Homeland Security Center on April 26 for Federal Judge William J. Bauer for whom the mock courthouse was named.
  - The Older Adult Institute is partnering with the Foundation and will meet on March 27. This event will feature a Wheaton attorney and alum who will speak on elder law, estate planning and healthcare planning.
  - The next meeting of the Foundation Board will be on April 16.
  - Hank Steinbrecher, President of the Foundation, was named the 2012 recipient of the Werner Fricker Builder Award. He served as the CEO of U. S. Soccer from 1990 to 2000 and during that time, was instrumental in bringing soccer to the United States. A brief video was shown which highlighted this accomplishment. Dr. Breuder stated it was a great testament to Hank's achievement, and we are fortunate to have him on the Foundation. He is an incredible champion for this institution.
- Chairman Carlin advised the next Board meeting will be the Organizational and Regular Board meeting on April 19, 2012.
  - Chairman Carlin noted he just had a brief conversation with Dr. Breuder. The Board made it known it is our intention to have negotiations continue in the proper venue. However, he told Dr. Breuder if misinformation or frivolous claims were put out regarding negotiations, the College must respond if it is in the public interest. This was agreed upon.

At 10:17 p.m., Chairman Carlin noted that, if there was no further business to come before the Board, he would entertain a motion to adjourn. Vice Chairman Birt moved, Trustee Savage seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

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

\_\_\_\_\_  
Nancy Svoboda, Board Secretary Pro Tem

Approved: April 19, 2012

By: \_\_\_\_\_  
David Carlin, Board Chairman

**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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1. **SUBJECT**

Financial Reports.

2. **REASON FOR CONSIDERATION**

For monthly Board approval.

3. **BACKGROUND INFORMATION**

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

4. **RECOMMENDATION**

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

College of DuPage  
Community College District No. 502  
Treasurer's Report as of March 31, 2012

**MB Financial and Chase Concentration Accounts**

<b>Beginning Balance</b>	\$ 14,267,432
<b>Current Activity</b>	
Cash Receipts	12,257,421
Cash Disbursements	(16,290,279)
Wire Transfer/Bank Charges/Voids	7,873,862
Payroll	(5,602,846)
<b>Total Month Activity</b>	<u>(1,761,842)</u>
<b>Ending Balance</b>	<u>\$ 12,505,590</u>

**Cash**

MB Financial Concentration Account	\$ 7,506,464
MB Financial Fed Account	10,006
Change Funds	17,695
Chase Concentration and Credit Card Accounts	4,999,126
<b>Total Cash</b>	<u>\$ 12,533,291</u>

**Cash Equivalents**

ILFUNDS	\$ 11,189,894
Wheaton NOW Account	14,098,654
Citibank	46,628,917
PFM Liquidity Account	26,162,594
MB Investment	12,002,900
Chase High Yield	61,247,384
<b>Total Cash Equivalents</b>	<u>\$ 171,330,343</u>

**Investments**

Time Deposits	\$ 1,245,000
Northern Trust	5,023,328
PFM	25,431,614
PFM Fair Market Adjustment	(26,360)
IIIT PFM	104,092
Other Gov't Securities	30,000,000
<b>Total Investments</b>	<u>\$ 61,777,674</u>

<b>Total Cash Equivalents &amp; Investments</b>	<u>\$ 233,108,017</u>
<b>Total Cash, Cash Equivalents &amp; Investments</b>	<u>\$ 245,641,308</u>

College of DuPage  
Community College District No. 502  
**PAYROLL AND ACCOUNTS PAYABLE REPORT**  
**CASH DISBURSEMENTS**  
March 31, 2012

**Payroll - March 2012**

	Gross	Net
Advices	7,863,105	5,302,099
Checks	394,421	300,747
<b>Total Payroll</b>	<b>8,257,526</b>	<b>5,602,846</b>

**Accounts Payable - March 2012\***

Imprest checks - Vendors	624,019
Imprest Echecks - Vendors	1,209,371
Imprest checks - Employees	24,527
Imprest Echecks - Employees	67,773
Imprest checks - Student Refunds	3,649,864
Imprest E-commerce - Student Refunds	138,205
<b>Total Imprest</b>	<b>5,713,759</b>
Operating checks - Vendors	1,525,501
Operating Echecks - Vendors	7,439,886
ACH transfers - Vendors	1,502,383
Wire transfers - Vendors	108,750
<b>Total Operating</b>	<b>10,576,520</b>

**Combined Payroll and Accounts Payable - March 2012**

Total Net Payroll Disbursements	5,602,846
Total Accounts Payable Disbursements	16,290,279
<b>Total Cash Disbursements</b>	<b>21,893,125</b>

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

COLLEGE OF DuPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD  
AT THE APRIL 2012 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - MARCH

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*0088411	AT&T	Services contract BIC/SRC renovation project	\$ 21,721.29
IM*0088412	B&H Photo Video Pro Audio, Inc.	Equipment for Multimedia Services	71,050.80
IM*0088413	BCBS Healthcare Service Corp	Run out of medical claims; dental claims Jan/Feb 2012	610,939.75
IM*0088414	Central Dupage Hospital	Fees for COD Fire Science Paramedic Program	17,969.00
IM*0088415	Central Dupage Hospital	Fees for COD Fire Science Paramedic Program	19,026.00
IM*0088416	ComEd/Commonwealth Edison-Carol Stream	Distribution charges for February 2012	51,479.78
IM*0088417	Don Morris Architect	Fees for building code review Seaton Center project	18,000.00
IM*0088418	IDES-Magnetic Media Unit	Unemployment Claims for 4th Quarter 2011	32,256.00
IM*0088419	Kiesler's Police Supply, Inc.	Pistol Ammunition for SLEA	17,975.00
IM*0088420	Official Payments	Credit card merchant transaction fees December 2011	61,143.10
IM*0088421	Official Payments	Credit card merchant transaction fees October 2011	16,512.89
IM*0088422	Official Payments	Credit card merchant transaction fees January 2012	64,713.51
IM*0088423	Robbins, Schwartz, Nicholas, Lifton & Taylor	Legal services January 2011	20,646.10
IM*0088424	Unum Life Insurance Co. of	Long term care premium March 2012	16,299.99
IM*0088425	Wicklander-Zulawski & Assoc. Inc.	Seminar fees for Lead Homicide Investigators - SLEA	20,790.00
IM*0088426	Wight & Company	Architectural and engineering services for MAC renovation projec	84,799.43
IM*0091015	W.B. Olson Inc.	Management services for Culinary Arts Center project	380,178.77
IM*A156	Dept of Treasury	Federal Tax withholding 3/9/12 payroll	504,762.59
IM*A156	Dept of Treasury	College share Medicare tax withholding 3/9/12 payroll	54,845.32
IM*A156	Dept of Treasury	College share FICA tax withholding 3/9/12 payroll	14,088.74
IM*A157	IDES-Magnetic Media Unit	State tax withholding 3/9/12 payroll	172,370.75
IM*A158	Dept of Treasury	Federal Tax withholding 3/23/12 payroll	516,033.03
IM*A158	Dept of Treasury	College share Medicare tax withholding 3/12/12 payroll	54,742.32
IM*A158	Dept of Treasury	College share FICA tax withholding 3/23/12 payroll	13,550.57
IM*A159	IDES-Magnetic Media Unit	State tax withholding 3/23/12 payroll	171,989.73
IM*W129	Fellowship for the Performing Arts	Revenues collected on behalf for performances March 16-18, 2012	108,749.69
IM*E0006089	Amsco Engineering	Electrical engineering services for PE building	24,640.00
IM*E0006090	Community College Health Consortium	Claims for HMO Plans January 2012	206,838.37
IM*E0006091	Creo Industrial Arts	Wayfinding signage for Regional Centers	73,920.14
IM*E0006092	Drury Lane Theater	Food and services for WDCB Winter Gala	16,106.53
IM*E0006093	Edward Hospital-Emss	Fees for COD Fire Science Paramedic Program	16,896.00
IM*E0006094	Follett Higher Education	Pell Bookbills Spring 2012	131,641.48
IM*E0006095	Landworks	Landscaping services for landscaping project	30,740.48
IM*E0006096	Power Construction Co., LLC	Trade work for Homeland Security Center project	366,070.00
IM*E0006097	Riverside Technologies, Inc.	Personal computer partnership contact extension	25,090.00
IM*E0006098	Schaeffes Brothers, Inc.	Landscaping services for Athletic Fields project	97,911.00
IM*E0006154	College of Dupage Faculty Assoc	Payroll deduction 3/9/12 payroll	22,567.00
IM*E0006155	DuPage Credit Union	Payroll deduction 3/9/12 payroll	56,201.34
IM*E0006156	Valic Retirement Services	Payroll deduction 3/9/12 payroll	122,296.56
IM*E0006157	A. Horn, Inc.	Landscaping improvements for site and grounds project	48,546.62
IM*E0006159	Cambridge University Press	Ventures classroom packs for Continuing Education	58,457.72
IM*E0006160	Carnow, Conibear & Assoc. Ltd	Professional services for air monitor asbestos abatement project	15,178.00
IM*E0006161	Community College Health Consortium	Premium and fees for February 2012 health insurance	1,178,043.68
IM*E0006162	DAOES	Pass through funds from ISBE	160,000.00
IM*E0006163	Edward Hospital-Emss	Fees for COD Fire Science Paramedic Program	16,512.00
IM*E0006164	Edwards Engineering, Inc.	Fees for Boiler Refurbishment project	56,896.10
IM*E0006165	Hewlett Packard	HP equipment for IT	55,561.92
IM*E0006166	Integrus Energy Services Inc.	Electric energy fees January - February 2012	121,853.22
IM*E0006167	Interiors for Business, Inc.	Furniture for Homeland Security building	21,613.17

COLLEGE OF DuPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD  
AT THE APRIL 2012 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - MARCH

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*E0006168	Krueger International, Inc.	Pedestal chairs and stools for Graphic Design Program	\$ 20,465.00
IM*E0006169	Kushan, LLC	Books and material fees for Dental and Vet Assistant courses	20,000.00
IM*E0006170	Linda Caputi, Inc.	Royalty Payment,	17,850.27
IM*E0006171	Mortenson Construction	Construction management fees for MAC renovations	2,389,412.00
IM*E0006172	MRXI Corporation	Materials for Pharmacy Tech course	30,250.00
IM*E0006173	Nelnet Business Solutions	Credit card discount fees (January) for FACTS	17,785.24
IM*E0006174	Paper 101	Copy paper for Staff Services	23,960.00
IM*E0006175	Power Construction Co., LLC	Construction management fees for PE center	28,849.00
IM*E0006176	Precise Printing Network Inc.	Printing services for Impact Community publication	56,000.00
IM*E0006177	Proliance Energy Llc	Gas services January 2012	112,839.45
IM*E0006178	Riverside Technologies, Inc.	Construction management services for PE Center	373,030.00
IM*E0006180	W. Nuhsbaum, Inc.	Microscopes for Health Sciences	24,994.80
IM*E0006181	WLM World Travel	Airfare for Italy Field Studies Trip (participant paid)	27,027.00
IM*E0006453	SURS-State Univ Retirement System of IL	SURS withholding 2/10/12 payroll	314,572.28
IM*E0006453	SURS-State Univ Retirement System of IL	Trust & Federal funds 2/10/12 payroll	3,404.50
IM*E0006453	SURS-State Univ Retirement System of IL	College share SURS health 2/10/12 payroll	13,568.75
IM*E0006456	Boyer-Rosene Moving & Storage	Relocation services for BIC, SRC, CHC, HEC and SSC buildings	121,335.72
IM*E0006457	DuPage Credit Union	Payroll deduction 3/23/12 payroll	56,201.34
IM*E0006458	Valic Retirement Services	Payroll deduction 3/23/12 payroll	126,160.48
IM*E0006608	Boyer-Rosene Moving & Storage	Relocation services for BIC, SRC, CHC, HEC and SSC buildings	51,628.62
IM*E0006609	Colfax	Fees for asbestos abatement BIC/SRC renovation	34,119.48
IM*E0006610	Franczek Radelet	Legal services for January 2012	19,464.65
IM*E0006611	Gallagher Benefits Services Inc.	Payroll deductions February 2012	18,688.48
IM*E0006611	Gallagher Benefits Services Inc.	Life Insurance college share March 2012	8,555.03
IM*E0006612	Hewlett Packard	HP equipment for IT	109,820.00
IM*E0006613	Loebl Schlossman & Hackl, Inc.	Architectural and engineering services for Library project	252,499.32
IM*E0006614	Power Construction Co., LLC	Trade work for Homeland Security Center project	131,446.00
IM*E0006615	Smith Maintenance Company	Janitorial services for February 2012	39,989.80
IM*E0006616	V3 Companies	Fees for campus landscape improvement project	26,000.00
IM*E0006617	Video Service of America	Equipment for Multimedia Services	19,437.00
IM*E0006618	W. Nuhsbaum, Inc.	Anatomy & Physiology equipment for Naperville Center	26,951.00
			\$ 10,576,520.69

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

COLLEGE OF DuPAGE  
COMMUNITY COLLEGE DISTRICT NO. 502  
BUDGET TRANSFER REPORT FOR THE QUARTER ENDED 03/31/12  
FISCAL YEAR 2012

OPERATING FUNDS:

FROM:		
MONTH	ACCOUNT NUMBER	DESCRIPTION

TO:			
ACCOUNT NUMBER	DESCRIPTION	AMOUNT	REASON

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

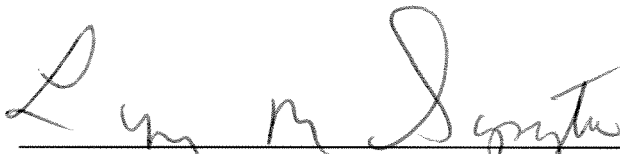
CONTINGENCY ACCOUNTS - YEAR TO DATE	ORIGINAL BUDGET	TRANSFER INTRANSFER OUT		ADJUSTED BUDGET
Educational Fund	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
Operations and Maintenance Fund	500,000	-	-	500,000
Total Contingency in Operating Funds	<u>\$ 3,500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,500,000</u>

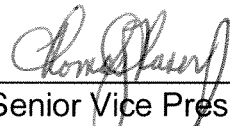
Issued: 04/10/12

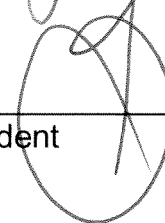
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ITEM(S) ON REQUEST

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

  
Assistant Vice President Financial Affairs and Controller  
Date 4/9/12

  
Senior Vice President, Administration and Treasurer  
Date 4/9/2012

  
President  
Date 4/10/12





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**SUMMARY OF BIDS**

- Item 9. B. 3) a) Network Equipment & Supplies.  
That the Board of Trustees awards the bid for Network Equipment & Supplies to the lowest responsible bidders, on an item-by-item basis as follows:

<u>Item</u>	<u>Vendor</u>	<u>\$ Amount</u>
1,2,3,4,5,6,7,8,9	Communications Supply Corp. 200 E. Lies Road Carol Stream, IL 60188	\$ 26,302.10
10,11,12	Dell Marketing LP One Dell Way Round Rock, TX 78682	\$ 37,228.84
For a total expenditure of:		<u>\$ 63,530.94</u>

- Item 9. B. 3) b) Landscaping Bid Package #2.

That the Board of Trustees awards the bids for Landscaping Bid Package #2, to the lowest responsible bidders as follows:

- Irrigation work to Central Lawn Sprinklers, 239 King Street, Elk Grove Village, IL 60007, for the base bid total of \$198,990.00;
- Landscaping work to Landworks. Ltd., 751 N. Bolingbrook Drive, Bolingbrook, IL 60440, for the base bid total of \$1,060,222.35, and Alternate #3 for \$ 3,600.00, for a total of \$1,063,822.35;
- Electrical work to Thorne Electric, 26W501 St. Charles Road, Carol Stream, IL 60188, for the base bid total of \$236,616.80;

For a total expenditure of \$1,499,429.15.

- Item 9. B. 3) c) BIC Phase 2 Post Construction Cleaning (Rejection).  
That the Board of Trustees rejects all bids received for BIC Phase 2 Post Construction Cleaning Services due to a change in bid specifications.

Item 9. B. 3) d) SRC South Lobby Electrical Work.

- a) That the Board of Trustees awards the bid for SRC South Lobby Electrical Work to the lowest responsible bidder, American Electric Construction Company, 620 Pratt Avenue, Schaumburg, IL 60193, for a subtotal of \$476,900.00;
- b) That the Board of Trustees approves the increase in the contract amount with Mortenson Construction Company, 25 Northwest Point Blvd., Elk Grove Village, 60007, for the contracts related to SRC South Lobby Electrical Work, in accordance with the contract terms, for the following fees:
  - General Conditions at 4.58% for a subtotal of \$21,842.00;
  - Insurance at 0.95% for a subtotal of \$4,738.00;
  - Trade contract costs at 2.2% for a subtotal of \$11,077.00;

for a subtotal of \$37,657.00;

for a total expenditure of \$514,557.00.

Item 9. B. 3) e) HSC Acute Care Simulation Lab Audio Visual Equipment.

That the Board of Trustees awards the bid for HSC Acute Care Simulation Lab Audio Visual Equipment to the lowest responsible bidder, Advanced Communications, 201 Woodcreek Drive, Michigan City, IN 46360, for a total expenditure of \$115,593.00.



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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1. **SUBJECT**

Network Equipment & Supplies.

2. **BUDGET STATUS**

Funding in the amount of \$63,530.94 is being provided by the BIC/SRC Renovations Budget #03-90-32727-5804001.

3. **BACKGROUND INFORMATION**

This bid represents the purchase of network support equipment for the Information Technology Department. These items are being purchased to support the IT infrastructure for the BIC Phase 2 Renovations project. Items being purchased include wireless access equipment to provide wireless computer access in the building. The UPS equipment being purchased provides critical battery backup power and surge protection to our network equipment. Also included is Panduit cabling and patch cords that are used to connect phone equipment and computers to our network via IDF or BDF rooms.

We recommend that the low bids received from CDWG for items 1, 2, 3, and 4 and from Dell Computer for items 1 and 2 be rejected due to non-compliance with bid specifications. The cables they are offering are not manufactured by Panduit, which is the College standard. We use Panduit products from end to end to ensure compatibility, quality, and to comply with the network warranty. This also ensures that the cables are tangle free and compatible with the locking devices we use.

A legal bid notice was published and 11 vendors were solicited. Five responses were received. Five local vendors were solicited with three responding, AT & T of Lisle, Insight Public Sector of Bloomingdale, and Communications Supply Corporation of Carol Stream that is being awarded a portion of this bid. Two minority owned vendors were solicited but did not respond.

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

Following is a recap of the bid tabulation:

				Communications	Dell	Pentegra
Item/Description	Qty	AT&T	CDWG	Supply	Computer	Systems
1. Panduit Cat 6 Black 7' cable	1000	\$11,560.00	<u>\$2,570.00</u>	<b>\$6,920.00</b>	<u>\$4,000.00</u>	no bid
2. Panduit Cat 6 Blac, 10' cable	200	\$2,500.00	<u>\$612.00</u>	<b>\$1,552.00</b>	<u>\$878.00</u>	no bid
3. Panduit Cat 6 Black 25' cable	100	\$1,830.00	<u>\$570.00</u>	<b>\$1,249.00</b>	\$1,769.00	no bid
4. Panduit RJ45 cable	50	\$625.00	<u>\$508.00</u>	<b>\$337.00</b>	\$12,875.50	no bid
5. Fibertton FPC SM 9 LC cable	20	no bid	\$523.00	<b>\$433.80</b>	\$623.00	no bid
6. Fibertton FPC SM 9 SC cable	20	no bid	\$409.80	<b>\$338.80</b>	\$415.80	no bid
7. Smart Online UPS	20	\$13,609.80	\$11,635.00	<b>\$11,618.00</b>	\$11,999.80	no bid
8. Internal SNMP Web Mgmt. Card	20	\$4,268.20	\$3,387.00	<b>\$2,841.00</b>	\$3,999.80	no bid
9. Enviorseance Heat/Humid. Sensor	10	\$1,207.30	\$1,019.60	<b>\$1,012.50</b>	\$1,127.90	no bid
10. Wireless Lan Controller	1	\$5,118.29	\$4,643.35	no bid	<b>\$4,417.89</b>	\$4,687.00
11. Wirless Lan Access Point	70	\$37,134.30	\$33,802.30	no bid	<b>\$32,052.30</b>	\$33,740.00
12. Support	1	\$847.90	no bid	no bid	<b>\$758.65</b>	\$1,158.00

**Recommended Vendor in Bold**

4. RECOMMENDATION

That the Board of Trustees awards the bid for Network Equipment & Supplies to the lowest responsible bidders, on an item-by-item basis as follows:


<u>Item</u>	<u>Vendor</u>	<u>\$ Amount</u>
1,2,3,4,5,6,7,8,9	Communications Supply Corp. 200 E. Lies Road Carol Stream, IL 60188	\$ 26,302.10
10,11,12	Dell Marketing LP One Dell Way Round Rock, TX 78682	\$ 37,228.84
For a total expenditure of:		<u>\$ 63,530.94</u>

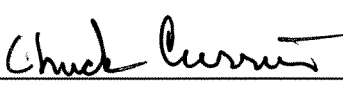
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ITEM(S) ON REQUEST

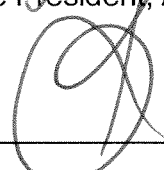
That the Board of Trustees awards the bid for Network Equipment & Supplies to the lowest responsible bidders, on an item-by-item basis as follows:

<u>Item</u>	<u>Vendor</u>	<u>\$ Amount</u>
1,2,3,4,5,6,7,8,9	Communications Supply Corp. 200 E. Lies Road Carol Stream, IL 60188	\$ 26,302.10
10,11,12	Dell Marketing LP One Dell Way Round Rock, TX 78682	\$ 37,228.84
	For a total expenditure of:	<u>\$ 63,530.94</u>

  
\_\_\_\_\_  
Director, Business Affairs  
4/2/12  
Date

  
\_\_\_\_\_  
Vice President, Information Technology  
3.2.2012  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration & Treasurer  
4/3/2012  
Date

  
\_\_\_\_\_  
President  
4/4/12  
Date





**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

Landscaping Bid Package #2.

2. **BUDGET STATUS**

JJR, the College's Landscape Consultant, estimated the total cost of this bid package to be \$1,730,427.00. The recommended contractors' bids are \$1,499,429.15, or \$230,997.85 below the estimate. These funds are being provided by Referendum #2 Site & Grounds budget #03-90-36804-5802001.

3. **BACKGROUND INFORMATION**

The landscape plans will include landscaping, irrigation, lighting, electrical and hardscape to create a cohesive landscaping scheme across campus.

Below is a brief description of each project involved with this bid:

Lambert Road, East & Southeast of TEC - The right of way will receive improved soil, sod, evergreen replacements and additional plantings.

Prairie Drive - The area along Prairie Drive from south of the SRC to College Road will have enhanced landscaping including installation of larger trees and irrigation.

Larch Grove - The area south of the HSC Building and north of the prairie will receive Tamarak Larch trees to enhance both drainage and landscaping in the area.

MAC Pond 2 Enhancements - The north shore of Pond 2 will be stabilized with cobble rip rap while the east shore will receive selective clearing along with invasive vegetation removal.

BIC South Hill - The area consists of a steeply sloped hill located south of the BIC. New landscaping will complement the BIC renovations that are currently underway.

BIC South Plaza - Planter boxes with ornamental trees and accent lighting will be installed on the existing concrete concourse on the south side of the BIC.

Pond 1 – The pond located at the intersection of Park Blvd. and College Road will be modified for increased water retention, a requirement of the 2011 parking and athletic fields storm water permits.

The bid for landscaping included three alternate bids as follows:

Alternate #1 is related to the work involved with the MAC Pond 2 project and is for restricted working hours between 10:30 a.m. and 2:30 p.m., and no work after 5:00 p.m. We are not accepting this alternate.

Alternate #2 is related to work involved with the MAC Pond 2 project and is for a 12" wide construction access at the top of the pond slope. We are not accepting this alternate.

Alternate #3 is related to work involved with Pond 1 Improvements and includes the power washing of the existing rip rap edge along the perimeter of the pond. We are accepting this alternate.

Only one bid was received for the electrical portion of this project. When following up with non-responding vendors, we found that they did not bid due to scheduling conflicts. We feel that the pricing from Thorne Electric is competitive based on their bid price of \$236,616.80 when compared with the engineers estimated value of \$245,325.00.

The awarded bidders' contracts will be contracted directly with the College.

A legal bid notice was published and 23 vendors were solicited. Seven responses were received. Three minority vendors were solicited with none responding. Five local vendors were solicited with three responding, Central Lawn Sprinklers of Elk Grove Village, Landworks Ltd., of Bolingbrook, and Thorne Electric of Wheaton. All are being awarded contracts.

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

Following is a recap of the bid tabulation:

<b>IRRIGATION</b>				
		<b>Central</b>	Muellermist	Naturescape
Base Bid	Aqua Designs	<b>Lawn Sprinklers</b>	Irrigation	Design
	\$286,357.61	<b>\$198,990.00</b>	\$267,900.00	\$277,329.77

<b>LANDSCAPING</b>		
	Breezy Hill	
	Landscaping	<b>Landworks Ltd.</b>
Base Bid	\$1,203,634.60	<b>\$1,060,222.35</b>
Alt 1 MAC Pond Working Hours Restriction	\$5,062.00	\$27,200.00
Alt 2 MAC Pond 12' W Const. Access	\$1,735.00	\$4,220.00
Alt 3 Pond 1 Powerwash Rip Rap Edge	\$1,822.00	<b>\$3,600.00</b>
Total w/accepted Alternate:	\$1,205,456.60	<b>\$1,063,822.35</b>

<b>ELECTRICAL</b>	
	<b>Thorne</b>
	<b>Electric</b>
Base Bid	<b>\$236,616.80</b>

**Recommended Vendor in Bold**

4. RECOMMENDATION

That the Board of Trustees awards the bids for Landscaping Bid Package #2, to the lowest responsible bidders as follows:

- Irrigation work to Central Lawn Sprinklers, 239 King Street, Elk Grove Village, IL 60007, for the base bid total of \$198,990.00;
- Landscaping work to Landworks. Ltd., 751 N. Bolingbrook Drive, Bolingbrook, IL 60440, for the base bid total of \$1,060,222.35, and Alternate #3 for \$ 3,600.00, for a total of \$1,063,822.35;
- Electrical work to Thorne Electric, 26W501 St. Charles Road, Carol Stream, IL 60188, for the base bid total of \$236,616.80;

For a total expenditure of \$1,499,429.15.

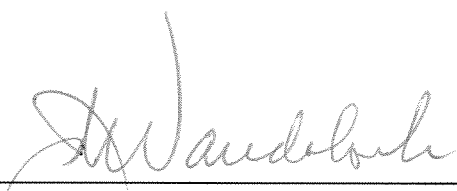
SIGNATURE PAGE FOR LANDSCAPING BID PACKAGE #2 (BID).

ITEM(S) ON REQUEST –

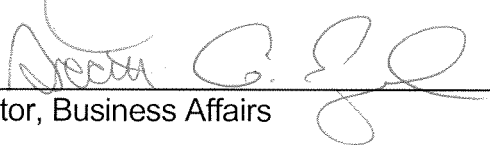
That the Board of Trustees awards the bids for Landscaping Bid Package #2, to the lowest responsible bidders as follows:

- Irrigation work to Central Lawn Sprinklers, 239 King Street, Elk Grove Village, IL 60007, for the base bid total of \$198,990.00;
- Landscaping work to Landworks. Ltd., 751 N. Bolingbrook Drive, Bolingbrook, IL 60440, for the base bid total of \$1,060,222.35, and Alternate #3 for \$ 3,600.00 , for a total of \$1,063,822.35;
- Electrical work to Thorne Electric, 26W501 St. Charles Road, Carol Stream, IL 60188, for the base bid total of \$236,616.80;

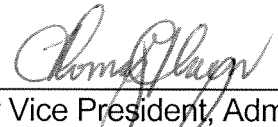
For a total expenditure of \$1,499,429.15.

  
\_\_\_\_\_  
Director, Facilities Planning & Development

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director, Business Affairs

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Date



COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

---

1. SUBJECT

BIC Phase 2 Post Construction Cleaning (Rejection).

2. BUDGET STATUS

Funding for this project will be provided by the BIC/SRC Renovations Budget #03-90-32727-5804001.

3. BACKGROUND INFORMATION

This bid represents post construction cleaning services for the Berg Instructional Center, Phase 2. On March 14, 2012, nine bids were received for this project and were publicly opened.

Janitorial cleaning services are not addressed under the Illinois Prevailing Wage Act. Illinois Procurement Code requires that prevailing wages be paid for janitorial cleaning services for contracts performed for State of Illinois contracts. Therefore the bid specifications for these services did not specify the payment of prevailing wages to workers assigned to this project.

On March 15, 2012, the College received a letter from the Illinois Department of Labor, informing us that prevailing wage labor rates are required for this project because this work involves the cleaning of a prevailing wage construction site. Due to this, we recommend that all bids be rejected and that the specifications be modified to include the prevailing wage requirement. As a construction project, this work is exempt from bidding under the Illinois Community College Act (110 ILCS 805/3-27-1), which allows for construction contracts below a \$50,000 limit. The estimated cost of this work is \$45,000 and will be procured on a quotation basis including a requirement for prevailing wage.

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

4. RECOMMENDATION

That the Board of Trustees rejects all bids received for BIC Phase 2 Post Construction Cleaning Services due to a change in bid specifications.

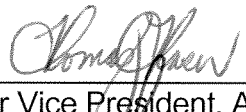
SIGNATURE PAGE FOR BIC PHASE 2 POST CONSTRUCTION CLEANING SERVICES  
(REJECTION).


ITEM(S) ON REQUEST –

That the Board of Trustees rejects all bids received for BIC Phase 2 Post Construction Cleaning Services due to a change in bid specifications.

  
\_\_\_\_\_  
Director, Facilities Planning & Development  
4/3/12  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director, Business Affairs  
4/3/12  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
4/3/2012  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President  
4/4/12  
\_\_\_\_\_  
Date





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

SRC South Lobby Electrical Work.

2. **BUDGET STATUS**

Mortenson Construction, the College's Construction Manager, estimated the total cost of this bid package to be \$483,597.00. The recommended contractor's bid is \$476,900.00, or \$6,697.00 below the estimate. Funding for this project is being provided by the FMP SRC Library Renovations budget #03-90-36800-5803001 and the FMP SRC South Lobby Hallway Renovations budget #03-90-36814-5803001.

3. **BACKGROUND INFORMATION**

This project is being bid in multiple packages. This represents the re-bid of electrical work from bid package #1 that was rejected last month due to budgetary concerns.

We recommend that the low bid received from ABCO Electrical be rejected due to non-compliance with bid specifications. The bid specifications required that all contractors include a \$75,000 owner allowance for the preparation of future spaces in the SRC Building for upcoming bid packages. ABCO Electrical did not include this allowance in their base bid total.

The awarded bidder's contract and all future contracts associated with the project will be assigned to the project's Construction Manager, Mortenson Construction.

Included with this recommendation are additional fees for Mortenson Construction for this additional scope of work being added to the SRC Library project. Fees include additional site services to construct temporary construction separation walls to redirect foot traffic away from the construction site, stair protection, temporary signage, miscellaneous tools and equipment. Additional staffing fees represent project management and site supervision required for this project, not included in their original contract.

A legal bid notice was published and 33 vendors were solicited. Five responses were received. Eight local vendors were solicited with two responding, Preferred Electric of Roselle and Titan Electric of Villa Park. One minority vendor was solicited but did not respond.

Following is a recap of the bid tabulation:

Vendor	Base Bid Total
ABCO Electrical	<u>\$353,600.00</u>
<b>American Electric</b>	<b>\$476,900.00</b>
Divane Bros.	\$584,000.00
Preferred Electric	\$637,700.00
Titan Electric	\$764,000.00

**Recommended Vendors in Bold**

*Bid rejected – does not meet bid specifications*

#### 4. RECOMMENDATION

- a) That the Board of Trustees awards the bid for SRC South Lobby Electrical Work to the lowest responsible bidder, American Electric Construction Company, 620 Pratt Avenue, Schaumburg, IL 60193, for a subtotal of \$476,900.00;
- b) That the Board of Trustees approves the increase in the contract amount with Mortenson Construction Company, 25 Northwest Point Blvd., Elk Grove Village, 60007, for the contracts related to SRC South Lobby Electrical Work, in accordance with the contract terms, for the following fees:
- General Conditions at 4.58% for a subtotal of \$21,842.00;
  - Insurance at 0.95% for a subtotal of \$4,738.00;
  - Trade contract costs at 2.2% for a subtotal of \$11,077.00;

for a subtotal of \$37,657.00;

for a total expenditure of \$514,557.00.

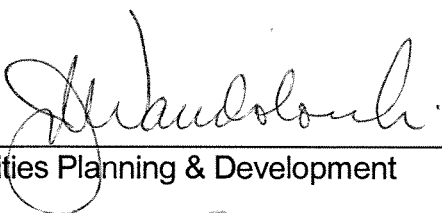

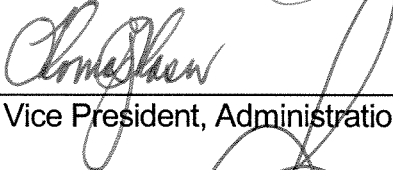
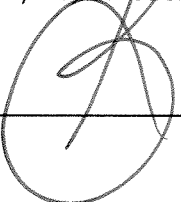
SIGNATURE PAGE FOR SRC SOUTH LOBBY ELECTRICAL WORK (BID).

ITEM(S) ON REQUEST

- a) That the Board of Trustees awards the bid for SRC South Lobby Electrical Work to the lowest responsible bidder, American Electric Construction Company, 620 Pratt Avenue, Schaumburg, IL 60193, for a subtotal of \$476,900.00;
- b) That the Board of Trustees approves the increase in the contract amount with Mortenson Construction Company, 25 Northwest Point Blvd., Elk Grove Village, 60007, for the contracts related to SRC South Lobby Electrical Work, in accordance with the contract terms, for the following fees:
- General Conditions at 4.58% for a subtotal of \$21,842.00;
  - Insurance at 0.95% for a subtotal of \$4,738.00;
  - Trade contract costs at 2.2% for a subtotal of \$11,077.00;

for a subtotal of \$37,657.00;

for a total expenditure of \$514,557.00.

	3/30/12
Director, Facilities Planning & Development	Date
	4/2/12
Director, Business Affairs	Date
	4/5/2012
Senior Vice President, Administration and Treasurer	Date
	4/10/12
President	Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

HSC Acute Care Simulation Lab Audio Visual Equipment.

2. **BUDGET STATUS**

Funds in the amount of \$115,593.00 will be provided by the Non-FMP Construction budget #02-90-20903-5804001.

3. **BACKGROUND INFORMATION**

This item represents the purchase of audio visual equipment for the Acute Care Simulation Lab currently being remodeled in the Health Sciences Center (HSC) room 2145. This equipment was originally bid in January of this year as an add alternate bid to the main remodeling project. Bids received for the audio visual portion of the project were rejected at the February 21, 2012 Board Meeting due to budgetary concerns. Legat Architects worked with Nursing and Facilities staff to redesign the system in an attempt to reduce the cost. This represents the re-bid of that audio visual equipment which includes video cameras, microphones, speakers, and flat panel monitors to allow recording and playback of simulating training sessions within the labs.

The equipment will be used for instructional purposes by approximately 400 students per semester enrolled in the various Nursing programs including Certified Nursing Assistant, Associate Degree Nursing, and Practical Nursing.

Legat Architects performed a scope review with the low bidder and determined that several items were missing from this contractor's, Conference Technologies Inc., bid. They failed to include pricing for a main component of the system valued at over \$30,000.00, did not include the cost of the performance bond, and the specified \$4,000.00 allowance. They have requested their bid be withdrawn. The low bid received from Advanced Communications is within the budget estimate provided by Legat Architects.

A legal bid notice was published and 34 vendors were solicited. Two responses were received. Three minority vendors were solicited with none responding. Nine local vendors were solicited with none responding.

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

Following is a recap of the bid tabulation:

	<b>Advanced</b>	Conference
	<b>Communications</b>	Technologies Inc.
Base Bid	<b>\$115,593.00</b>	\$77,777.00
<b>Recommended Vendor in Bold</b>		

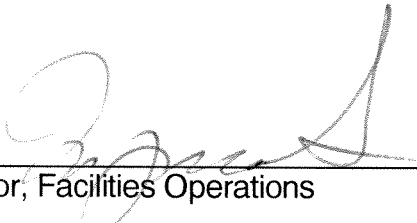
4. RECOMMENDATION

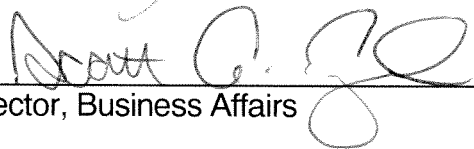
That the Board of Trustees awards the bid for HSC Acute Care Simulation Lab Audio Visual Equipment to the lowest responsible bidder, Advanced Communications, 201 Woodcreek Drive, Michigan City, IN 46360, for a total expenditure of \$115,593.00.

SIGNATURE PAGE FOR HSC ACUTE CARE SIMULATION LAB AUDIO VISUAL  
EQUIPMENT (BID).

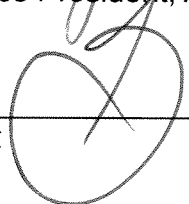
ITEM(S) ON REQUEST

That the Board of Trustees awards the bid for HSC Acute Care Simulation Lab Audio Visual Equipment to the lowest responsible bidder, Advanced Communications, 201 Woodcreek Drive, Michigan City, IN 46360, for a total expenditure of \$115,593.00.

  
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Director, Facilities Operations  
Date 4/17/12

  
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Director, Business Affairs  
Date 4/17/12

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
Date 4/17/2012

  
\_\_\_\_\_  
President  
Date 4/17/12





COLLEGE OF DUPAGE  
REGULAR BOARD MEETING

**SUMMARY OF REQUESTS FOR PROPOSALS**

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- Item 9. B. 4) a)      Actuarial Services.  
That the Board of Trustees approves a contract for Actuarial Services with Clarity in Numbers, 125 S. Wacker Drive, Chicago, IL 60606, at a cost of \$14,900.00 per year, for fiscal years ending 2012, 2014, and 2016, for a total expenditure of \$44,700.00.
- Item 9. B. 4) b)      TEC Energy Conservation & Guaranteed Energy Cost Savings Program.  
That the Board of Trustees awards a Guaranteed Energy Savings Contract for the TEC Energy Conservation & Guaranteed Energy Cost Savings Program to Schneider Electric, 17475 Palmer Blvd., Homewood, IL 60430, for a total cost not to exceed \$372,881.00 for equipment and building automation system upgrades, with guaranteed energy savings of \$71,590.00 per year.
- Item 9. B. 4) c)      HSC Retro-Commissioning Services.  
That the Board of Trustees awards a contract for HSC Retro-Commissioning Services to Rubicon Professional Services, 107 Tindall Road, Middletown, NJ 07748, for a total expenditure not to exceed \$109,400.00.



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

Actuarial Services (RFP).

2. **BUDGET STATUS**

Funds to support this contract are budgeted in the Finance Office Contractual Services Budget #01-90-00833-5309001.

3. **BACKGROUND INFORMATION**

The College is seeking an actuarial firm to prepare a GASB 45 study of our retiree healthcare plan as of June 30, 2012, June 30, 2014 and June 30, 2016. The information provided as part of this study will be used in the College's Comprehensive Annual Financial Report. The actuary firm will also be available to answer questions from the College's auditors about the results of the actuarial study and provide any supporting documentation to the auditors, if requested.

The College's last actuarial valuation was prepared for fiscal year ended June 30, 2010. The College is seeking proposals because actuarial valuation services are needed to comply with accounting principles generally accepted in the United States and the Governmental Accounting Standards Board (GASB) Statement Number 45, "Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions."

A committee comprised of College staff from the Finance Office and Purchasing Department scored all proposals received. Selection criteria included the firm's qualifications, staff qualifications and experience, similar engagements with other governmental entities, and proposed costs. The committee also interviewed the two firms that submitted proposals. The recommended firm, Clarity in Numbers, received the highest score based on the RFP review results and interview.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Contracts for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part are exempt from bidding under the Illinois Public Community College Act, 110ILCS805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves a contract for Actuarial Services with Clarity in Numbers, 125 S. Wacker Drive, Chicago, IL 60606, at a cost of \$14,900.00 per year, for fiscal years ending 2012, 2014, and 2016, for a total expenditure of \$44,700.00.

SIGNATURE PAGE FOR ACTUARIAL SERVICES (RFP).

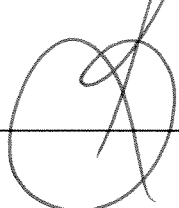
ITEM(S) ON REQUEST

That the Board of Trustees approves a contract for Actuarial Services with Clarity in Numbers, 125 S. Wacker Drive, Chicago, IL 60606, at a cost of \$14,900.00 per year, for fiscal years ending 2012, 2014, and 2016, for a total expenditure of \$44,700.00.

  
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Director, Business Affairs  
Date 4/5/12

  
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Assistant Vice President, Financial Affairs & Controller  
Date 4/5/12

  
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Senior Vice President, Administration & Treasurer  
Date 4/9/2012

  
\_\_\_\_\_  
President  
Date 4/19/12



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

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1. **SUBJECT**

TEC Energy Conservation & Guaranteed Energy Cost Savings Program (RFP).

2. **BUDGET STATUS**

Funds are being provided by the Non-FMP TEC Infrastructure/Energy Cost Savings Measures budget #02-90-200004-5804001. The College anticipates a reduction in annual utility costs through the implementation of this program.

3. **BACKGROUND INFORMATION**

This item represents a Request for Proposal for an Energy Conservation and Guaranteed Energy Cost Savings Program. This program will provide turnkey energy-saving improvements and performance based construction services. These services will include the identification, engineering, design, installation, training, measurement & verification, and guarantee of future savings of the approved scope for the Technology Education Center (TEC) building. This will include energy conservation measure retrofits which may address the following building components and applications: lighting, ventilation, air-conditioning, energy management systems, environmental system controls, domestic water heating, air distribution systems, etc.

The selected provider will provide a written guarantee of all utility reductions and provide financing options for the project which may be used at the discretion of the College. The savings shall be guaranteed by the provider to the extent necessary to pay the costs of the energy conservation measures. The selected provider shall reimburse the College for any shortfall of guaranteed energy savings experienced in the contract.

The College intends to structure the program's implementation schedule in such a manner as to minimize the program's disruption of students and staff, as well as maximize current and future funding and construction planning.



After review and scoring of all proposals received, the Facilities Department recommends that this contract be awarded to the firm receiving the highest evaluation score, Schneider Electric.

This purchase complies with State Statute, Board Policy and Administrative Procedures. The College of DuPage followed the Request for Proposal (RFP) process in accordance with the Illinois Public Community College Act (110 ILCS 805/Article V-A) Community College Energy Conservation and Savings Measures.

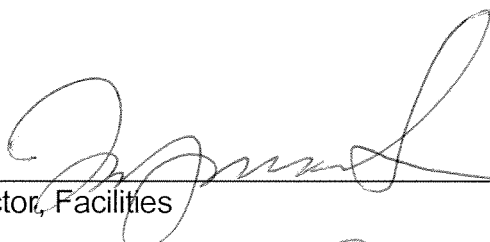
4. RECOMMENDATION


That the Board of Trustees awards a Guaranteed Energy Savings Contract for the TEC Energy Conservation & Guaranteed Energy Cost Savings Program to Schneider Electric, 17475 Palmer Blvd., Homewood, IL 60430, for a total cost not to exceed \$372,881.00 for equipment and building automation system upgrades, with guaranteed energy savings of \$71,590.00 per year.

SIGNATURE PAGE FOR TEC ENERGY CONSERVATION & GUARANTEED  
COST SAVINGS PROGRAM (RFP).

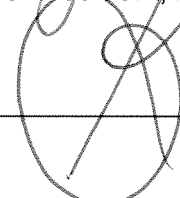
ITEM(S) ON REQUEST –

That the Board of Trustees awards a Guaranteed Energy Savings Contract for the TEC Energy Conservation & Guaranteed Energy Cost Savings Program to Schneider Electric, 17475 Palmer Blvd., Homewood, IL 60430, for a total cost not to exceed \$372,881.00 for equipment and building automation system upgrades, with guaranteed energy savings of \$71,590.00 per year.

  
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Director, Facilities  
4/9/12  
Date

  
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Director, Business Affairs  
4/10/12  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration & Treasurer  
4/11/2012  
Date

  
\_\_\_\_\_  
President  
4/11/12  
Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. SUBJECT

HSC Retro-Commissioning Services (RFQ).

2. BUDGET STATUS

Funds in the amount of \$109,400.00 are being provided by the non-FMP HSC Energy Saving Measures Budget #02-90-20005-5804501.

3. BACKGROUND INFORMATION

This item represents a Request for Qualifications (RRQ) for Retro-Commissioning Services for the Health Sciences Center (HSC). Retro-commissioning is the first stage in the building upgrade process. We are using a staged approach for this project that accounts for the interactions among all the energy flows in the building and produces a systematic method for planning upgrades that increases energy savings. When the staged approach is adopted and performed sequentially, each stage includes changes that will affect the upgrades performed in subsequent stages, thus setting up the overall process for the greatest possible energy and cost savings. It also helps to identify improper equipment performance, what equipment or systems need to be replaced, opportunities for saving energy and money, and strategies for improving performance of the various building systems.

Phase I will include the development of a Retro-Commissioning Plan for the Health and Science Center. The following systems and assemblies will be re-commissioned: Building automation system; HVAC systems; piping; sensor lighting controls; daylight dimming controls; cooling systems; life safety systems; laboratory hoods and pressurization; electrical; domestic and process water pumping and mixing systems; plumbing; building envelope.

Phase II will primarily consist of assisting the College with executing the Retro-Commissioning Plan through a detailed investigative stage. During Phase II, the scope of work identified in Phase I will be implemented. This may include extensive monitoring of the equipment parameters and engineering calculations of expected energy reductions.

After review and scoring of all proposals received, the Facilities Department recommends that this contract be awarded to the firm receiving the highest evaluation score, Rubicon Professional Services.

This purchase complies with State Statute, Board Policy and Administrative Procedures. The College of DuPage followed the Qualifications Based Selection (QBS) process in accordance with the Illinois Local Government Professional Services Selection Act.

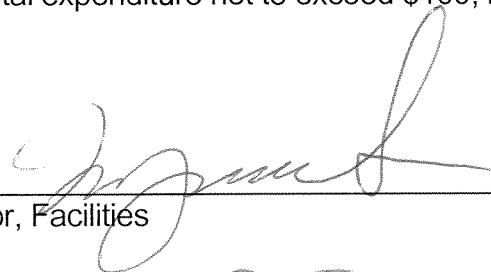
4. RECOMMENDATION

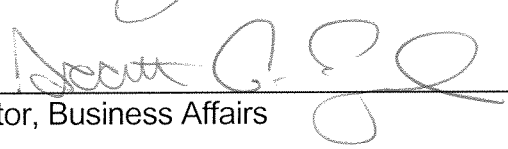
That the Board of Trustees awards a contract for HSC Retro-Commissioning Services to Rubicon Professional Services, 107 Tindall Road, Middletown, NJ 07748, for a total expenditure not to exceed \$109,400.00.

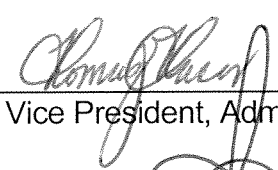
SIGNATURE PAGE FOR HSC RETRO-COMMISSIONING SERVICES (RFP).

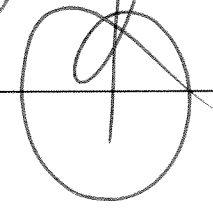
ITEM(S) ON REQUEST –

That the Board of Trustees awards a contract for HSC Retro-Commissioning Services to Rubicon Professional Services, 107 Tindall Road, Middletown, NJ 07748, for a total expenditure not to exceed \$109,400.00.

  
\_\_\_\_\_  
Director, Facilities  
Date 4/11/2012

  
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Director, Business Affairs  
Date 4/12/12

  
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Senior Vice President, Administration & Treasurer  
Date 4/13/2012

  
\_\_\_\_\_  
President  
Date 4/17/12



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**SUMMARY OF PURCHASE ORDERS**

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- Item 09. B. 5) a) Testing Center Forms.  
That the Board of Trustees approves the purchase of Testing Center Forms from ACT, 500 ACT Drive, Iowa City, IA 52243 for a total expenditure of \$36,300.00.
- Item 09. B. 5) b) Internet Recruiting Subscriptions & Advertising.  
That the Board of Trustees approves a contract with Shaker Advertising, 1100 Lake Street, Oak Park, IL 60301, for a two-year contract term, expiring April 30, 2014, for an estimated two-year expenditure of \$134,000.00.
- Item 09. B. 5) c) AT&T Global Services Voice Telecommunications Equipment.  
That the Board of Trustees approves the purchase of Voice Telecommunications Equipment from AT&T Global Services, PO Box 8102, Aurora, Illinois 60507, for a total expenditure of \$131,305.49.
- Item 09. B. 5) d) Chemistry Lab Electronic Data Collection System.  
That the Board of Trustees approves the purchase of a Chemistry Lab Electronic Data Collection System from Measure Net Technology, Ltd., 4240 Airport Road, Cincinnati, OH 45226, for a total expenditure of \$25,695.00.
- Item 09. B. 5) e) Signage Design Contract.  
That the Board of Trustees approves a Signage Design Contract with Herricane Graphics, 1275 W. Roosevelt Road, Suite 112, West Chicago, IL 60185 for a total expenditure of \$90,340.00.





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

Testing Center Forms.

2. **BUDGET STATUS**

Funds in the amount of \$36,300.00 are being provided by the Testing Center Supplies Budget #01-30-14230-5401002.

3. **BACKGROUND INFORMATION**

This item represents the purchase of 30,000 testing forms for the Testing Center office. These tests are being purchased on a non-bid, sole source basis directly from the publisher, ACT/Education Tech Center.

The ACT COMPASS tests are used by new students who will be registering for classes. Some students will be required to take one or more of the following placement tests: Reading, Writing, Math, ESL Reading, ESL Writing, ESL Listening, e-Write, and/or ESL e-Write. During the summer months alone, we typically test between 10,000 and 12,000 students. Students will be testing in the Testing Center and at the Regional Centers.

Due to a change in retesting policies and the introduction of the e-Write test into our current test batteries, we have used most of the initial request of units purchased earlier in the fiscal year, and will now need to order more to continue testing through the summer months. The tests will be ordered on an as needed basis. The cost of each unit is \$1.21 and all are identical.

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

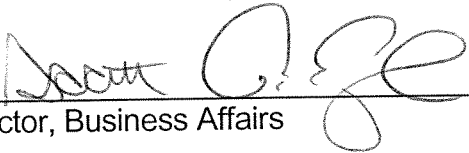
4. **RECOMMENDATION**

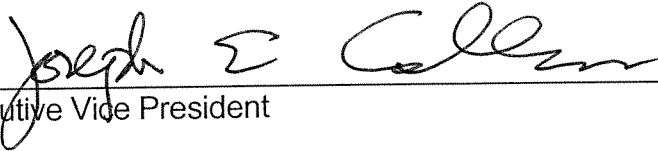
That the Board of Trustees approves the purchase of Testing Center Forms from ACT, 500 ACT Drive, Iowa City, IA 52243 for a total expenditure of \$36,300.00.

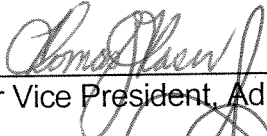
SIGNATURE PAGE FOR TESTING CENTER FORMS.

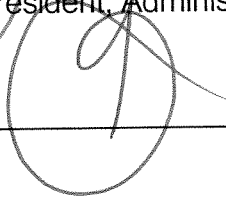
ITEM(S) ON REQUEST

That the Board of Trustees approves the purchase of Testing Center Forms from ACT, 500 ACT Drive, Iowa City, IA 52243 for a total expenditure of \$36,300.00.

  
\_\_\_\_\_  
Director, Business Affairs  
4/2/12  
Date

  
\_\_\_\_\_  
Executive Vice President  
4/2/12  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
4/3/2012  
Date

  
\_\_\_\_\_  
President  
4/9/12  
Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

Internet Recruiting Subscriptions & Advertising.

2. **BUDGET STATUS**

Funds in the amount of \$67,000.00 per year are being provided by the Human Resources Advertising Budget #01-80-00797-5407001.

3. **BACKGROUND INFORMATION**

This item represents the purchase of multiple, unlimited, and individual postings for open job opportunities at the College that are arranged through Shaker Advertising. Multiple and unlimited posting agreements are purchased with the sites most often used such as the Chronicle of Higher Education and Inside Higher Education as well as diversity sites such as Diverse Education, Journal of Blacks in Higher Education, etc. This provides the College with a cost effective, electronic personnel recruiting method. These agreements significantly expand the number of potential job applicants. These website software subscription agreements offer the College priority postings of our positions, creating more visibility for the institution's employment opportunities. These agreements also feature the College as a diversity employer giving us priority placement on electronic diversity web sites and direct e-mail to potentially qualified diverse candidates. We recommend continuing to use this electronic medium for recruiting because of the local, national and diversity websites available.

Shaker Advertising makes recommendations that target potential candidates, assists in negotiating pricing, posts available positions, and tracks usage. They assist us in meeting our recruitment objectives through candidate and employee communications, using traditional and innovative advertising techniques and media.

The cost of the individual job postings has not increased over last year. The total dollar value of the new contract is based upon anticipated usage and represents a 15% increase over the total cost of these services last year.

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


4. **RECOMMENDATION**

That the Board of Trustees approves a contract with Shaker Advertising, 1100 Lake Street, Oak Park, IL 60301, for a two-year contract term, expiring April 30, 2014, for an estimated two-year expenditure of \$134,000.00.

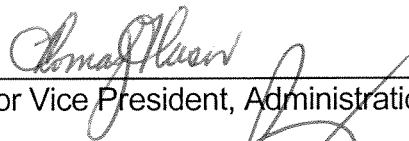
SIGNATURE PAGE FOR INTERNET RECRUITING SUBSCRIPTIONS & ADVERTISING.

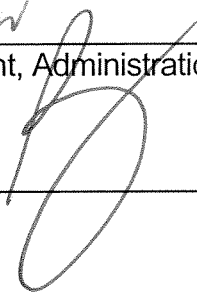
ITEM(S) ON REQUEST

That the Board of Trustees approves a contract with Shaker Advertising, 1100 Lake Street, Oak Park, IL 60301, for a two-year contract term, expiring April 30, 2014, for an estimated two-year expenditure of \$134,000.00.

  
\_\_\_\_\_  
Director, Business Affairs  
4/2/12  
Date

  
\_\_\_\_\_  
Vice President, Human Resources  
4/2/12  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
4/3/2012  
Date

  
\_\_\_\_\_  
President  
4/9/12  
Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

AT&T Global Services Voice Telecommunications Equipment.

2. **BUDGET STATUS**

Funds in the amount of \$131,305.49 are budgeted in the BIC/SRC Renovations Construction budget #03-90-32727-5804501.

3. **BACKGROUND INFORMATION**

Over the past 15 years, the College has contracted with AT&T for voice communications. We continue to be very pleased with the quality, performance, and pricing of the products and support.

This represents the purchase of telephones, hardware, licenses, software and new VOIP equipment for the Berg Instructional Center (BIC) east and Student Resource Center Phase 2 renovation projects.

This purchase is on a non-bid, sole source basis, directly from AT&T. AT&T is our current maintenance vendor and is the only vendor that can support our existing services. Our maintenance contract with AT&T states that all equipment will be purchased directly from AT&T. Purchases of any type of equipment from any other vendor would negate our maintenance contract with AT&T and would result in loss of all of our equipment support. AT&T is the only vendor that can provide the level of maintenance support and installation needed for our voice communications systems.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Purchases and contracts for the purchase of telecommunications and inter-connect equipment are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. **RECOMMENDATION**

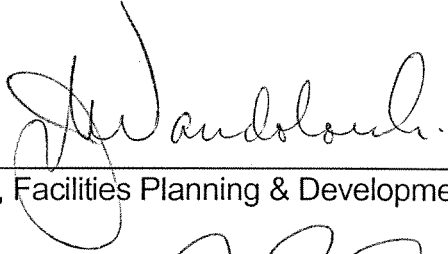
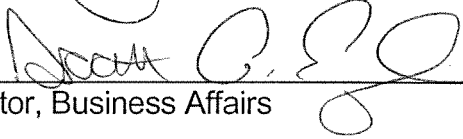
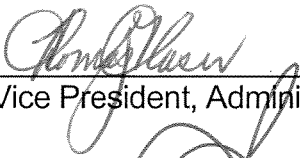
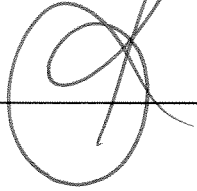
That the Board of Trustees approves the purchase of Voice Telecommunications Equipment from AT&T Global Services, PO Box 8102, Aurora, Illinois 60507, for a total expenditure of \$131,305.49.



SIGNATURE PAGE FOR AT&T GLOBAL SERVICE VOICE  
TELECOMMUNICATIONS EQUIPMENT.

ITEM(S) ON REQUEST

That the Board of Trustees approves the purchase of Voice Telecommunications Equipment from AT&T Global Services, PO Box 8102, Aurora, Illinois 60507, for a total expenditure of \$131,305.49.

	3/30/12
Director, Facilities Planning & Development	Date
	4/2/12
Director, Business Affairs	Date
	4/3/2012
Senior Vice President, Administration and Treasurer	Date
	4/4/12
President	Date



**COLLEGE OF DuPAGE**  
**REGULAR BOARD MEETING**  
**STANDARD BOARD APPROVAL**

---

1. SUBJECT

Chemistry Lab Electronic Data Collection System.

2. BUDGET STATUS

Funds in the amount of \$25,695.00 are being provided by the Chemistry Department Capital Equipment Budget #01-10-00145-5806001.

3. BACKGROUND INFORMATION

This item represents the purchase of an automated data acquisition system that will be used for instructional purposes in the Chemistry Lab located in the Health Sciences Center. This turn-key system includes a six-station MeasureNet system including computer workstations, probes, spectrometers, and software.

This system introduces students to modern data acquisition and allows fundamental concepts of chemistry to be explored more deeply. The new equipment offers temperature probes, pressure probes and drip counters that will enhance the fundamental experiments completed by students in the general chemistry courses for science, engineering, and pre-professional majors (CHEM 1551 and 1552). Twelve probes of each type are needed for one lab and an additional 23 probes would be needed to run the two sections at the same time. Approximately 400 students per semester will benefit from this new system.

This equipment is proprietary and available only through the manufacturer, Measure Net. They are the sole source for this equipment and do not sell to other distributors for resale to the educational market.

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


4. RECOMMENDATION


That the Board of Trustees approves the purchase of a Chemistry Lab Electronic Data Collection System from Measure Net Technology, Ltd., 4240 Airport Road, Cincinnati, OH 45226, for a total expenditure of \$25,695.00.


SIGNATURE PAGE FOR CHEMISTRY LAB ELECTRONIC DATA COLLECTION SYSTEM.

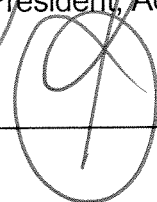
ITEM(S) ON REQUEST

That the Board of Trustees approves the purchase of a Chemistry Lab Electronic Data Collection System from Measure Net Technology, Ltd., 4240 Airport Road, Cincinnati, OH 45226, for a total expenditure of \$25,695.00.

  
\_\_\_\_\_  
Director, Business Affairs  
4/2/12  
Date

  
\_\_\_\_\_  
Executive Vice President  
4/2/12  
Date

  
\_\_\_\_\_  
Senior Vice President, Administration and Treasurer  
4/3/2012  
Date

  
\_\_\_\_\_  
President  
4/4/12  
Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

---

1. **SUBJECT**

Signage Design Contract.

2. **BUDGET STATUS**

Funds in the amount of \$90,340.00 are being provided by the FMP Signage Budget #03-90-32758-5803001 and the Special Initiatives Budget #03-90-36771-5803001.

3. **BACKGROUND INFORMATION**

This item represents signage design for the following projects as well as future projects as identified:

College Chronology Wall	\$31,240.00
SRC South Atrium	\$30,000.00
SRC Donor Wall	\$15,000.00
SSC Lobby Column Design	\$3,500.00
SSC Board Room Signage	\$5,600.00
SRC North Lobby ID	<u>\$5,000.00</u>
Total	\$90,340.00

The fee for all projects includes planning, bidding, project management services and reimbursable expenses.

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


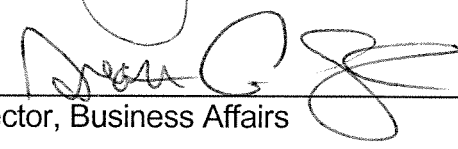
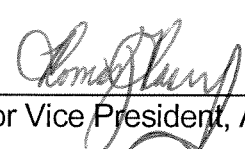
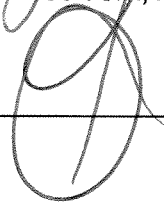
4. **RECOMMENDATION**

That the Board of Trustees approves a Signage Design Contract with Hurricane Graphics, 1275 W. Roosevelt Road, Suite 112, West Chicago, IL 60185 for a total expenditure of \$90,340.00.

SIGNATURE PAGE FOR SIGNAGE DESIGN CONTRACT.

ITEM(S) ON REQUEST

That the Board of Trustees approves a Signage Design Contract with Hurricane Graphics, 1275 W. Roosevelt Road, Suite 112, West Chicago, IL 60185 for a total expenditure of \$85,340.00.

	3/30/12
Director, Facilities Planning & Development	Date
	3/30/12
Director, Business Affairs	Date
	4/3/2012
Senior Vice President, Administration and Treasurer	Date
	4/4/12
President	Date

**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**STANDARD BOARD APPROVAL**

1. **SUBJECT**

Personnel Actions.

2. **REASON FOR CONSIDERATION**

Board Action is required to ratify and approve personnel actions for all employees.

3. **BACKGROUND INFORMATION**

- A. Ratification of Administrator Appointments
- B. Ratification of Faculty Appointments
- C. Ratification of Managerial Appointments
- D. Ratification of Classified Appointments
- E. Ratification of Managerial Promotions / Transfers
- F. Ratification of Classified Promotions / Transfers
- G. Ratification of Classified Resignations / Terminations
- H. Ratification of Faculty Retirements
- I. Ratification of Classified Retirements

4. **RECOMMENDATION**

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



**Consent Agenda  
Item 9.B.6)  
April 19, 2012**

**APPOINTMENTS**

<u><b>Name</b></u>	<u><b>Title</b></u>	<u><b>Department</b></u>	<u><b>Start Date</b></u>	<u><b>Type</b></u>	<u><b>Salary</b></u>
<u><b>ADMINISTRATOR</b></u>					
Jean V. Kartje	Vice President Academic Affairs	Academic Affairs	05/29/2012	New Hire Full Time	\$169,000
<u><b>FACULTY</b></u>					
Barbara J. Coe	Instructor, Respiratory Care	Health & Sciences	08/15/2012	Full-Time Faculty Appointment	\$55,229
Joyce A. Graves	Instructor, Health Information Technology	Health & Sciences	08/15/2012	Full-Time Faculty Appointment	\$55,229
April C. Zawlocki	Instructor, Education	Social & Behavioral Sciences	08/15/2012	Full-Time Faculty Appointment	\$55,229
<u><b>MANAGERIAL</b></u>					
Julie Marlatt	Coordinator, Admissions And Outreach	Admissions & Outreach	04/23/2012	New Hire Full Time	\$67,350
Michael Shepherd	Supervisor, Warehouse	Business Affairs	03/26/2012	New Hire Full Time	\$41,870
<u><b>CLASSIFIED</b></u>					
Barbara Groves	Administrative Assistant V	Academic Affairs	04/11/2012	New Hire Full Time	\$37,939
Joan M. DiPiero	Administrative Assistant IV	Articulation & Educational Partnerships	04/23/2012	New Hire Part Time	\$25,721
Jason Gaskill	Wait Staff	Culinary & Hospitality	03/05/2012	New Hire Part Time	\$18,047

**Consent Agenda  
Item 9.B.6)  
April 19, 2012**

**APPOINTMENTS - continued**

<u><b>Name</b></u>	<u><b>Title</b></u>	<u><b>Department</b></u>	<u><b>Start Date</b></u>	<u><b>Type</b></u>	<u><b>Salary</b></u>
<u>CLASSIFIED - continued</u>					
James Kasch	Pantry Cook	Culinary & Hospitality	03/10/2012	New Hire Part Time	\$26,870
Bertrand Leclercq	Line Cook	Culinary & Hospitality	03/22/2012	New Hire Part Time	\$25,259
Joel Martinez	Line Cook	Culinary & Hospitality	03/08/2012	New Hire Part Time	\$25,259
John D. O'Reilly	Library Monitor	Library	04/23/2012	New Hire Part Time	\$13,561
Daniel Usellis	Library Monitor	Library	04/23/2012	New Hire Part Time	\$13,561
Leroy Vogrich, Jr.	Line Cook	Culinary & Hospitality	03/08/2012	New Hire Part Time	\$25,259

**Consent Agenda  
Item 9.B.6)  
April 19, 2012**

**PROMOTIONS / TRANSFERS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>MANAGERIAL</u>					
Ray Snisko	Deputy Chief of Police	Police Department	03/19/2012	Promotion Full Time	\$87,068
<u>CLASSIFIED</u>					
Laura Ebbola	Administrative Assistant IV	Records	04/02/2012	Promotion Full Time	\$33,550
Kris M. Garay	Administrative Assistant III	Registration	04/02/2012	Transfer Part Time	\$22,851

**RESIGNATIONS / TERMINATIONS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>CLASSIFIED</u>					
Theresa A. Chilelli	Supervisor, Payroll	Finance	03/29/2012	Termination	5 Yrs. 10 Mos.
Karen L. Jaeger	Accountant II	Finance	03/26/2012	Resignation	0 Yrs. 5 Mos.
Denise K. Pertell	Credit & Collection Accounts Receivable Coordinator	Financial Affairs & Controller	05/17/2012	Position Elimination/ Severance Agreement	3 Yrs. 2 Mos.
Monica R. Rohrer	Line Cook	Culinary & Hospitality	03/08/2012	Termination	0 Yrs. 6 Mos.
Scott D. Schmitt	Line Cook	Culinary & Hospitality	03/06/2012	Termination	0 Yrs. 6 Mos.

**RETIREMENTS**

<u><b>Name</b></u>	<u><b>Title</b></u>	<u><b>Department</b></u>	<u><b>End Date</b></u>	<u><b>Type</b></u>	<u><b>Current Years of Service</b></u>
<u><b>FACULTY</b></u>					
Donald R. Klaas	Professor, Physical Education	Health & Sciences	05/31/2012	Retirement	33 Yrs. 7 Mos.
Irene T. O'Conner	Professor, English	Liberal Arts	08/03/2014	Retirement	19 Yrs. 10 Mos.
Marjorie A. Peters	Reference Librarian	Library	07/31/2013	Retirement	29 Yrs. 3 Mos.
Sandra J. Werner	Full Time Counselor	Counseling & Advising	06/30/2012	Retirement	35 Yrs. 0 Mos.
<u><b>CLASSIFIED</b></u>					
Debra J. Adrian	Campus Scheduling Specialist	Curriculum & Centralized Scheduling	06/28/2012	Retirement	28 Yrs. 7 Mos.
Prudence A. Widlak	Research Associate	Research and analytics	06/29/2012	Retirement	19 Yrs. 10 Mos.
Prema Ramnath	Coordinator, Interlibrary Loan	Library	06/30/2012	Retirement	30 Yrs. 10 Mos.
Maria Sizemore	Custodian II	Facilities Operations	12/21/2012	Retirement	10 Yrs. 4 Mos.
Karen T. Troller	Manager	Teaching & learning Center	06/28/2012	Retirement	24 Yrs. 9 Mos.

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Jean V. Kartje


**POSITION:** Vice President, Academic Affairs

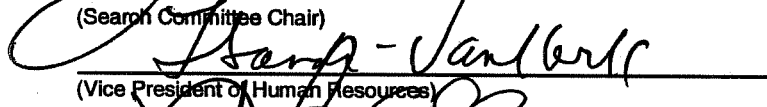
**PREPARATION:** PhD Educational Leadership, Loyola University

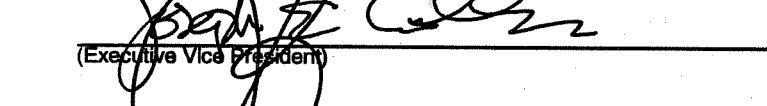
**MAJOR AREAS:** Educational Leadership and Policy Studies in  
Higher Education


**EXPERIENCE:** Kishwaukee College  
Vice President, Instruction  
2007-present  
College of Lake County  
Dean, Communication Arts, Humanities and  
Fine Arts Division  
2004-2007  
College of Lake County  
Executive Assistant to the President  
1990-2004

**RECOMMENDED BY:**

  
(Search Committee Chair)

  
(Vice President of Human Resources)

  
(Executive Vice President)

  
(President)

**RANK AND SALARY:** Administrator: \$169,000

**DATE OF HIRE:** May 29, 2012

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

**POSITION:** Vice President, Academic Affairs

**DEPARTMENT:** Academic Affairs

**CANDIDATE:** Jean V. Kartje

**SEARCH COMMITTEE:** Jim Benté and Kenneth Gray (Co-Chairs), Donna Berliner, Joseph Cassidy, Joseph Collins, Earl Dowling, Michael Dusik, Scott Heck, Christine Kickels, Andi Liedtke, Karen Randall, Thomas Robertson, Lynn Sapyta, Karen Solt, Eric Thompson

**ADVERTISEMENTS:**

SOURCE	DATE
Chronicle	3/8/2011
Hispanic Outlook	3/8/2011
Journal Of Blacks in Higher Education	3/8/2011
Inside Higher Ed	3/8/2011
Higher Ed Jobs	3/8/2011
Community College Jobs	3/18/2011
Chronicle	1/13/2012

**DIVERSITY RECRUITMENT:**

CANDIDATE POOL	STATS
Number of candidates	67
Number of candidates who did not meet minimum requirements	25
Number of candidates who withdrew their application during selection process	1
Self-identified diverse candidates	11
Number of candidates interviewed	15
Number of diverse candidates interviewed	4

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Barbara Coe

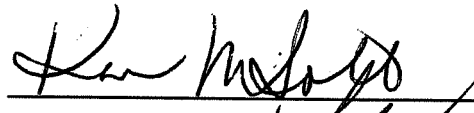
**POSITION:** Instructor, Respiratory Care

**PREPARATION:** BS Education, Illinois State University, 1990  
AS Respiratory Therapy, Lincoln Land  
Community College, 1984

**MAJOR AREAS:** Education, Respiratory Therapy

**EXPERIENCE:** Loyola Hospital  
Respiratory Therapy  
1992-present  
College of DuPage  
Adjunct Instructor  
1996-Current  
University of Illinois Hospital  
NICU/PICU Clinical Coordinator  
1991-1992

**RECOMMENDED BY:**

  
\_\_\_\_\_  
(Search Committee Chair)

\_\_\_\_\_  
(Vice President of Human Resources)

  
\_\_\_\_\_  
(Executive Vice President)

\_\_\_\_\_  
(President)

**RANK AND SALARY:** Range A, Step 5: \$55,229

**DATE OF HIRE:** August 15, 2012

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

**POSITION:** Faculty, Respiratory Care

**DEPARTMENT:** Respiratory Care

**CANDIDATE:** Barbara Coe

**SEARCH COMMITTEE:** Karen Solt (Chair), Sharon Roschay, Lori Drummer, Charles Vanderwarf

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
Search kept internal.	

**DIVERSITY RECRUITMENT:**

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



**COLLEGE of DUPAGE**

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

**CANDIDATE:** Joyce Graves

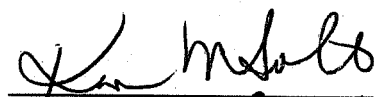
**POSITION:** Instructor, Health Information Technology

**PREPARATION:** BS Health Care Leadership, Health Care Leadership, National Louis University

**MAJOR AREAS:** Health Care Leadership

**EXPERIENCE:** Advocate Good Samaritan Hospital  
Charge Auditor II  
2011 - present  
College of DuPage  
Adjunct Faculty  
2000 - present  
Tri-Cities Surgery Center, LLC  
Coding Auditor  
2006 - present

**RECOMMENDED BY:**



(Search Committee Chair)



(Vice President of Human Resources)



(Executive Vice President)



(President)

**RANK AND SALARY:**

Range A, Step 5: \$55,229

**DATE OF HIRE:**

August 15, 2012

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

**POSITION:** Faculty, Health Information Technology

**DEPARTMENT:** Health Information Technology

**CANDIDATE:** Joyce Graves

**SEARCH COMMITTEE:** Karen Solt (Chair), Cheryl Jackson, Barb Czahor, Kathy Mital, Charlie Vanderwarf

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
Search kept internal.	

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	3
Number of candidates who did not meet minimum requirements	0
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	0
Number of candidates interviewed	3
Number of diverse candidates interviewed	1

**COLLEGE of DUPAGE**

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

**CANDIDATE:** April Zawlocki

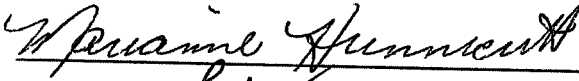
**POSITION:** Instructor, Education

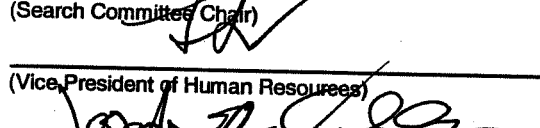
**PREPARATION:** MA Education, North Central College, 2009

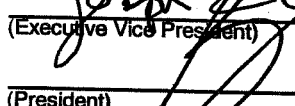
**MAJOR AREAS:** Educational Leadership and Administration

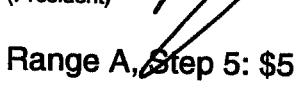
**EXPERIENCE:** Indian Prairie School District 204  
Teacher – Fischer Middle School  
2009-present  
Indian Prairie School District 204  
Teacher – Scullen Middle School  
2007-2009  
Limestone High School  
Teacher  
2005-2007

**RECOMMENDED BY:**

  
\_\_\_\_\_  
(Search Committee Chair)

  
\_\_\_\_\_  
(Vice President of Human Resources)

  
\_\_\_\_\_  
(Executive Vice President)

  
\_\_\_\_\_  
(President)

**RANK AND SALARY:** Range A, Step 5: \$55,229

**DATE OF HIRE:** August 15, 2012

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

**POSITION:** Faculty, Education

**DEPARTMENT:** Education

**CANDIDATE:** April Zawlocki

**SEARCH COMMITTEE:** Marianne Hunnicutt (Chair), Lois Stanciak, Richard Simmons, Dick Kalus,  
Dave Shavalia, Cindy Rice

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
IL Latino Council on Higher Ed	1/23/2012
Diverse Education.com	1/23/2012
HigherEdJobs.com	1/23/2012
Higher Education Diversity Career Fair	1/20/2012
Chronicle for Higher Education	12/9/2012, 1/23/2012
Latinos in Higher Education	12/9/2012
Inside Higher Ed	12/9/2011
Asians in Higher Ed	12/9/2012
Blacks In Higher Ed	12/9/2012

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	41
Number of candidates who did not meet minimum requirements	14
Number of candidates who withdrew their application during selection process	1
Self-identified diverse candidates	11
Number of candidates interviewed	5
Number of diverse candidates interviewed	1



**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING  
STANDARD BOARD APPROVAL**

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1. SUBJECT

In- Kind Donations Quarterly Report.

2. REASON FOR CONSIDERATION

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

3. BACKGROUND INFORMATION

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

4. RECOMMENDATION

That the Board of Trustees accepts the assets donated through the efforts of the College of DuPage Foundation, totaling \$29,806.45 received between January 1, 2012 and March 31, 2012, as shown on the attached list of donations. (There were no gifts given directly to the College this quarter.)

**In-Kind Donations Quarterly Report**  
**January 1 - March 31, 2012**  
***DONATIONS THROUGH THE COLLEGE FOUNDATION***

<u>Date</u>	<u>Donator Name &amp; Address</u>	<u>Items Donated</u>	<u>* Estimated Value</u>	<u>Initiator</u>	<u>Department of Use</u>
12/14/11	Thomas Robertson 1501 Briarcliffe Blvd. Wheaton, IL 60189	2001 Ford Escape XLT, 4 x 4	\$8,205	Thomas Robertson	John Kronenburger
01/10/12	Jim and Susan Rittenhouse 577 Hitchcock Lisle, IL 60532	1999 Chevrolet G1500 Van	\$3,500	Mike Malczewski	John Kronenburger
01/10/12	John and Joyce Votaw 603 E. Illinois Street Wheaton, IL 60187	1997 Buick Lesabre Custom	\$3,000	Mike Malczewski	John Kronenburger
01/12/12	Carolyn Rott 29W242 Spring Lake Rd. Naperville, IL 60564	Floral Containers, Tape, Foam, Baskets, Ceramics, Silk Flowers	\$1,500	Elizabeth Britt	Kris Fay
01/17/12	Volker Saul Rolshover Strabe 97 51105 Koln, Germany	(2) Drawings, 2007, Oil on Paper, 65 x 50 cm. each	\$3,000	Barbara Wiesen	Stephen Cummins
01/30/12	McMaster-Carr Supply Co. 600 County Line Road Elmhurst, IL 60126	Horseman LE 4 x 5 View Camera and accessories; Hasselblad 555 ELD Camera and accessories	\$3,621.45	Jeff Burk	Cathryn Wilkinson
02/08/12	Eric Missil 1009 Stonegate Rd. St. Charles, IL 60174	Patient Care Lift-Electric-Portable (never used, Yr. 2003)	\$1,230.00	Priscilla Laubscher	Vickie Gukenburger

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

**In-Kind Donations Quarterly Report**  
**January 1 - March 31, 2012**  
***DONATIONS THROUGH THE COLLEGE FOUNDATION***

<u>Date</u>	<u>Donator Name and Address</u>	<u>Items Donated</u>	<u>*Estimated Value</u>	<u>Initiator</u>	<u>Department of Use</u>
02/21/12	Donald Hood 28W530 Ferry Rd. Warrenville, IL 60555	(2) Vintage Drawing Tables (1) French Provincial Side Table (1) Vintage Trunk	\$650	Galen Ramsey	Stephen Cummins
02/27/12	Adventist La Grange Memorial Hospital 5101 Willow Springs Rd. La Grange, IL 60525	(7) Beds; (18) Mattresses	\$4,400	Priscilla Laubscher	Vickie Gukenberger
03/01/12	Caterpillar, Inc. Route 31 South Aurora, IL 60507	3,900 lbs. of Scrap Steel	\$700	Jim Filipek	John Kronenburger

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





**9. CONSENT AGENDA**

**C. For INFORMATION: Construction-Related  
Items**

**1) Monthly Construction Project  
Summary**



**COLLEGE OF DUPAGE  
REGULAR BOARD MEETING**

**CONSTRUCTION BOARD INFORMATION**

---

1. **SUBJECT**

Monthly Construction Project Summary.

2. **REASON FOR CONSIDERATION**

Standard reports provided to the Board monthly for their review.

3. **BACKGROUND INFORMATION**

All projects are proceeding on schedule.

**Referendum-Related and Capital Budget Projects Summary Report**

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**Renovate Berg Instructional Center, SRC and SSC #727**

- Punch list work has started on the 2<sup>nd</sup> floor of the BIC.
- Final finishes are being worked on the first floor of the BIC.
- Metal stud framing has started in the Continuing Education space.

---

**Culinary & Hospitality #760**

- Close-out documentation and training complete.
- Finalized cost reconciliations and contract close-outs.
- Replacement of rejected concrete walkways (under warranty) is scheduled for Spring Break.
- Landscaping complete. Review of audits and as-builts scheduled for May due to irrigation system being shut down.

---

**Homeland Security Education Center #761**

- Close-out documentation and training complete
- Finalized cost reconciliations and contract close-outs
- Landscaping complete. Review of audits and as-builts scheduled for May due to irrigation system being shut down.

## Referendum-Related Projects

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**McAninch Arts Center #802**

- 50% Construction Drawings are distributed for comment. They will be formally addressed by Wight Architects as close-out of the 50% CD phase.
- 50% CD budget reconciliation underway. Architects as close-out of the Design Development phase.
- Move management of academic and performance programs is out to bid as Referendum #2 Move and West Campus Building Modifications.

---

**Physical Education Building #803**

- 50% Construction Drawings are distributed for comment. They will be formally addressed by Wight Architects as close-out of the 50% CD phase.
- 50% CD budget reconciliation underway.
- Move management of academic and performance programs is out to bid as Referendum #2 Move and West Campus Building Modifications.

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**Landscaping #804**

- The MAC tensile structure design is underway. Bid Package 2 goes to the April Board meeting for award. Bid Package 3 is out to bid. Construction times vary starting in the spring and going through the fall of this year.

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**Parking #807**

- Construction on Phase 2 of the west campus parking lot began on March 26. Construction is anticipated to be completed by July 30.

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**Athletic Fields #811**

- Construction has resumed. Irrigation and final grading is underway. The javelin surface was installed. The tennis court top surface will be installed in May.

## **9. CONSENT AGENDA**

### **D. For APPROVAL: Construction-Related Items**

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



COLLEGE OF DUPAGE  
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

---

1. SUBJECT

Ratification of Construction-Related Change Orders.

2. BUDGET STATUS

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

3. BACKGROUND INFORMATION

Referendum-Related Projects

*Design-Related Scope Change:* BIC/SRC, Mortenson #193.1, and #200.1.

*Owner-Requested Scope Change:* 2012 Site & Grounds (SRC South Plaza), A. Horn #01, #02, #03, #04; (SRC South Plaza/MAC Courtyard) Pirtano #01; (Pond One) Pirtano #02; (Prairie Drive) Pirtano #02; (MAC Courtyard) Martam #01, #02; (BIC Courtyards) Landworks #01, #02; (SRC South Plaza/MAC Courtyard) Breezy Hill #01, #02, #03; (Pond 2/MAC Courtyard) Breezy Hill #01, #02; BIC/SRC, Boyer Rosene #01; BIC/SRC, Mortenson #165.3, #167.1, #180.1, and #204; CHC WB Olson #164

*Errors and Omissions Scope Change:* BIC/SRC, Mortenson #151.1, #123.4, and #196.1

*Unforeseen Field Condition Scope Change:* BIC/SRC, Loebel, Schlossman & Hackl #38

*Result of Internal Audit:* BIC/SRC, Mortenson #206 and #207, CHC, WB Olson #165

*Result of Unused Contract Allowances:* Campus Landscaping, Power #6

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees ratifies the Construction-Related Change Orders from the attached Summary for April 2012.



## SUMMARY OF RATIFICATION OF CONSTRUCTION-RELATED CHANGE ORDERS

### REFERENDUM-RELATED PROJECTS

- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – A. HORN #01: CREDIT (\$47,675.54).** This is a unit-price contract for the SRC South Plaza Seat Wall Resurfacing Bid Package #4 masonry work. This change is a credit for unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – A. HORN #02: \$33,858.04.** This change is to furnish and install precast caps over the existing east concrete seating wall and to furnish and install Chilton weather edge face stone. The stone will be approximately 1" thick and will match the color, size and texture of the natural stone in the MAC courtyard. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – A. HORN #03: \$51,992.16.** This change is to furnish and install Chilton weather edge seam face stone over existing west concrete planter/seating wall. The stone will be approximately 1" thick and will match the color, size and texture of the natural stone in the MAC courtyard. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – A. HORN #04: \$16,368.00.** This change is to furnish and install precast caps over existing west concrete planter/seating wall. The stone will be approximately 1" thick and will match the color, size and texture of the natural stone in the MAC courtyard. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA AND MAC COURTYARD) – PIRTANO #01: CREDIT (\$131,195.14).** This is a unit-price contract for SRC South Plaza and MAC Courtyard Bid Package #4 utility work. This change is a credit for unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (POND ONE MODIFICATIONS) – PIRTANO #02: \$55,005.00.** This change is to furnish and install all labor, materials and equipment to reconfigure the existing storm sewer system as part of the Pond One improvements. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (PRAIRIE DRIVE) – PIRTANO #02: \$4,582.00.** This change is to furnish labor, materials and equipment required to perform pothole utility locating services along Prairie Drive. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (MAC COURTYARD) – MARTAM #01: \$61,838.03.** This is a unit-price contract for MAC Courtyard Bid Package #4 concrete work. This change order is the result of unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (MAC COURTYARD) – MARTAM #02: \$63,999.00.** This change is the cost to remove and dispose of the BIC tunnel concrete wall. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (BIC WEST COURTYARD) – LANDWORKS #01: \$1,839.34.** This is a unit-price contract for BIC West Courtyard Bid Package #2 landscape work. This change order is the result of unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*

- **2012 SITE & GROUNDS PROJECT (BIC EAST COURTYARD) – LANDWORKS #02: \$4,022.26.** This is a unit-price contract for BIC East Courtyard Bid Package #2 landscape work. This change order is the result of unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – BREEZY HILL #01: \$30,511.71.** This change is the cost to furnish and install eight evergreen trees. This also includes the cost for clearing, grubbing and under-drainage work. This is an Owner-Requested Scope Change.
- **2012 SITE & GROUNDS PROJECT (MAC COURTYARD) – BREEZY HILL #02: \$63,708.89.** This change is the cost to furnish and install ornamental guardrail at MAC staircase and BIC tunnel. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (SRC SOUTH PLAZA) – BREEZY HILL #03: \$32,180.00.** This change is the cost to furnish and install 28 outcropping stones at the SRC South Plaza and the MAC Plaza. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (POND 2) – BREEZY HILL #01: \$86,504.00.** This change is the cost to furnish and install additional landscaping, mulch and under-drains. *This is an Owner-Requested Scope Change.*
- **2012 SITE & GROUNDS PROJECT (MAC COURTYARD) – BREEZY HILL #02: \$83,344.50.** This change is the cost to furnish and install additional landscaping, mulch and under-drains. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – BOYER ROSENE #01: \$68,143.13.** Additional move services were required on the BIC/SRC project beyond the original scope. These services included packing items in a POD storage unit, packing and storing SLEA plaques, moving office furniture, moving filing cabinets off-site to be painted, moving additional boxes, speed packs and dolly loads. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – LOEBL, SCHLOSSMAN & HACKL #38: \$1,645.00.** During demolition in the SRC Building, a concrete beam was found to be supported by a masonry wall. The wall, supporting this beam, was scheduled to be demolished. This cost is to design structural supports for the concrete beam. *This was an Unforeseen Field Condition Scope Change.*
- **BIC/SRC – MORTENSON #123.4: \$31,905.00.** Conflicts with the overhead door motor and steel beams, hollow metal frames and column covers, and the fire shutters were discovered during installation. Due to these conflicts, several items needed to be changed on the fire shutters in the SSC. Also included in this change order was relocating the key switches for better visibility when the key pads are being operated. *This is an Errors and Omissions Scope Change.*
- **BIC/SRC – MORTENSON #151.1: \$60,248.00.** There are several locations where interior walls tie into the exterior of the building. This cost is to install sound insulation on end walls to reduce the noise in offices and classrooms. *This is an Errors and Omissions Scope Change.*
- **BIC/SRC – MORTENSON #165.3: \$94,630.12.** During user meetings for the SRC Learning Commons area, minor changes were made to the layout. Additional costs were incurred for additional walls, door frames and electrical. The majority of this cost was due to revisions required to the lighting. During demolition, it was discovered the perimeter walls of the space do not go to the deck above. Approximately \$35,000 of this cost is to extend the drywall to the deck above. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – MORTENSON #167.1: \$53,004.00.** During user review meetings for the Computer and Internetworking Technology area, changes were requested to the drawings. Additional power and data, along with the capability to tie into local and C.O.D. networks, was requested. The users also requested additional lighting and closets for storage to accommodate racking equipment for the Academic program. *This is an Owner-Requested Scope Change.*

- **BIC/SRC – MORTENSON #180.1: \$67,787.00.** During user review meetings for the Physics Labs, additional items were requested to meet their current requirements. These changes included adding countertops with power and data around the perimeter of the space to accommodate computer workstations. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – MORTENSON #193.1: \$4,379.00.** Coordination between the electrical drawings and the fire protection drawings required additional flow and tamper switches be installed on the sprinkler system. *This is a Design-Related Scope Change.*
- **BIC/SRC – MORTENSON #196.1: 43,022.00.** During construction, there were several items discovered that required the Student Commons area on the second floor of the BIC to be reworked. A one-hour rated wall was required on the west end of the commons when the old display case was removed. Conflicts with the HVAC and electrical required reworking of the duct work and lighting. *This is an Errors and Omissions Scope Change.*
- **BIC/SRC – MORTENSON #200.1: \$6,092.00.** During a field survey completed of the South Auto Lab, it was discovered that the space is larger than shown on the design drawings. This cost is for additional duct work and water piping. *This is a Design-Related Scope Change.*
- **BIC/SRC – MORTENSON #204: \$1,579.00.** After moving into the new Human Resources offices, it was determined that ten offices needed privacy film installed on the glass in the doors and sidelights. This cost is to add a frosted film on these doors and sidelights. *This is an Owner-Requested Scope Change.*
- **BIC/SRC – MORTENSON #206: CREDIT (\$11,361.00).** This credit is to address the C.O.D. Auditor's comments and contractor allowances for Change Orders from Bid Package #1. *This credit is the result of an internal audit.*
- **BIC/SRC – MORTENSON #207: CREDIT (\$7,363.00).** This credit is to address the C.O.D. Auditor's review of Change Orders 3.1 through 23. The credit is for overcharged labor rates. *This credit is the result of an internal audit.*
- **CAMPUS LANDSCAPING – POWER PCI # 6: CREDIT (\$20,305.00).** This credit is to address the unused Allowances as part of Breezy Hill's landscaping contract. *This credit is the result of unused allowances.*
- **CHC - WB Olson COP #164: \$13,505.00** This change was to furnish and install Masonite floor protection in the corridors during project completion and for protection during COD move-in as requested by COD. This is an *Owner Requested Scope Change.*
- **CHC-WB Olson Credit COP #165: <\$2,584.00>** This change is to adjust the previously issued Change Order Proposals to reflect the College's audit discovery of overages and general conditions correction. *This credit is the result of an internal audit.*
- **CHC-WB Olson Credit COP #167: <\$11,750.00>** This change was to furnish the manpower and materials to correct the glycol concentration in the hot water and chilled water systems to meet design specifications. This change is a back-charge to the mechanical contractor (MG Mechanical). *This is a Design Related Scope Change.*

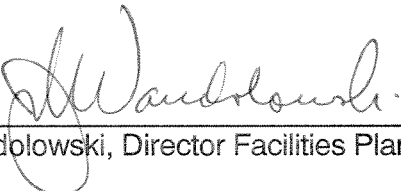
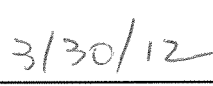


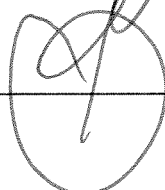
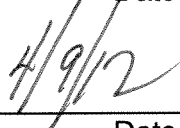
## CAPITAL BUDGET PROJECTS

None.

SIGNATURE PAGE FOR RATIFICATION OF CONSTRUCTION-RELATED  
CHANGE ORDERS

ITEM(S) ON REQUEST

That the Board of Trustees ratifies the Construction-Related Change Orders listed for April 2012.

	
_____ John Wandolowski, Director Facilities Planning and Development	_____ Date
	
_____ Senior Vice President, Administration and Treasurer	_____ Date
	
_____ President	_____ Date



COLLEGE OF DuPAGE  
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

---

1. SUBJECT

Approval of Construction-Related Change Orders.

2. BUDGET STATUS

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

3. BACKGROUND INFORMATION

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

Referendum-Related Projects

*Owner-Requested Scope Change:* 2012 Site & Grounds, Landworks #03; SCC, Wight #01; MAC, Wight #01, CHC; WB Olson #166; Parking #807, Abbey Paving CO#33, CO#34, CO#35, CO#37

*Contract Allowance Change:* HEC, Power #0156.

Capital Budget Projects

*None*

4. RECOMMENDATION

That the Board of Trustees approves the Construction-Related Change Orders from the attached Summary for April 2012.

## SUMMARY OF APPROVED CONSTRUCTION-RELATED CHANGE ORDERS

### REFERENDUM-RELATED PROJECTS

- **2012 SITE & GROUNDS PROJECT (POND 6) – LANDWORKS #03: \$75,215.20.** This is a unit-price contract for Pond 6 Bid Package #2 landscape work. This change order is the result of unit adjustments made to the contract to reflect the final number of units utilized for project completion. *This is an Owner-Requested Scope Change.*
- **APPROVE SCC – WIGHT #01: \$245,353.00.** Wight Architects will provide additional work for the SCC Renovation project. Wight's Basic Services fee was approved by the Board based on an overall project cost of \$3.7 Million. Additional scope items have been added for an increased project cost of \$6.0 Million. Wight has reduced their fee to 11.0% (from 12.1%) of the construction cost, resulting in an increase to their Basic Services fees of \$245,353. *This is an Owner-Requested Scope Change.*
- **APPROVE MAC – WIGHT #01: \$869,050.00.** Wight Architects will provide additional work for the MAC Renovation project. Wight's Basic Services fee was approved by the Board based on an overall project cost of \$22.9 million. Additional scope items have been added for an increased project cost of \$35 million. Wight has reduced their fee to 9.0% (from 9.9%) of the increased construction cost, resulting in an increase to their Basic Services fees of \$869,050. *This is an Owner-Requested Scope Change.*
- **APPROVE HEC Allowance Credit – Power #0156: <\$141,691.00>** This is a Credit Allowance adjustment to the Homeland Education Center. Credit to the building contracts are a result of unused contract allowances and the College's Allowance and Change Order audit. *This is a Contract Allowance Credit.*
- **APPROVE CHC-WB Olson COP #166: \$245,000.00** This change was to provide additional general conditions to complete the project and include additional manpower to resolve scope conflicts to completion. This is an *Owner Requested Scope Change.*
- **APPROVE PARKING-Abbey Paving #33: \$19,511.69** This change will provide irrigation modifications necessary for the 2012 site & grounds projects. This is an *Owner Requested Scope Change.*
- **APPROVE PARKING-Abbey Paving #37: \$271,377.19** This change will remove existing vegetation on the hill north of the softball field and replace with sod and irrigation. It will remove existing MAC pond 2 cattails and replace with plantings. This is an *Owner Requested Scope Change.*
- **APPROVE PARKING-Abbey Paving #34: \$142,668.84** This change will provide site & grounds enhancements along the east side of the PE building. This is an *Owner Requested Scope Change.*

- **APPROVE PARKING-Abbey Paving #35: \$156,376.57** This change will provide PE east parking lot landscape screening. This is an *Owner Requested Scope Change*.

#### CAPITAL BUDGET PROJECTS


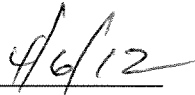
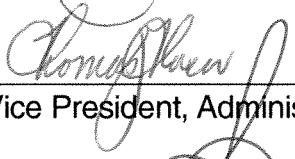

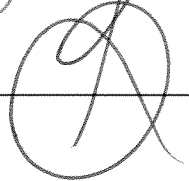

**None**



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

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the Construction-Related Change Orders listed for April 2012.

	
John Wandolowski, Director Facilities Planning & Development	Date
	
Senior Vice President, Administration and Treasurer	Date
	
President	Date

## **10. NEW BUSINESS**

### **A. For INFORMATION**

- 1) One-Semester Non-Teaching  
Assignment Leaves for the 2012-2013  
Academic Year**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**NEW BUSINESS INFORMATION**

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1. **SUBJECT**

One-Semester Non-Teaching Assignment Leaves for the 2012-2013 Academic Year.

2. **REASON FOR CONSIDERATION**

The Board is provided with annual notification of upcoming faculty one-semester non-teaching assignment leaves.

3. **BACKGROUND INFORMATION**

The awarding of one-semester non-teaching assignments is contained in the Faculty Contract. Per the contract, *faculty selected for a one-semester leave will continue to receive their contractual salary for the year*, as shown below. The one-semester non-teaching assignments presented herein have been reviewed and recommended by a faculty committee and are supported by the appropriate Deans, the Vice President for Academic Affairs, and are approved by the President.

James Ludden, Ed.D., Professor, Biology, Health & Sciences Division. Jim, in an effort to improve student retention and increase student success, will create, design and implement a web-based training program that will provide policies, guidelines, and resources for the full- and part-time faculty teaching the major's sequence of Anatomy & Physiology, one of our most in-demand disciplines. *(FY13 payment while on the one-semester non-teaching leave totals \$60,417; 1/2 of the full year projected salary of \$120,835.)*

Carol Riphenburg, Ph.D., Professor, Political Science, Health & Sciences Division. This award is contingent upon receipt of a Fulbright Senior Scholars Grant. If awarded the Fulbright, Carol will spend the fall semester in Egypt affiliated with the American University in Cairo and the Al Ahram Center for Political and Strategic Studies. The intent of her project is to learn more about the political status of women in contemporary Egypt, the factors that encumber their participation in political decision- and policy-making, and what impact the January 25 revolution and subsequent events have had, if any, on their access to the political process. *(FY13 payment while on the one-semester non-teaching leave totals \$65,316; 1/2 of the full year projected salary of \$130,632.)*

## MEMORANDUM

DATE: February 24, 2012  
TO: Dr. Breuder, President  
FROM: Dr. Joseph Collins, Executive Vice President  
SUBJECT: 2012-13 Faculty Leave Requests

*Both approved as recommended.*  
*Joe*  
*2/27/12*

I received the Sabbatical and One-Semester Non-Teaching Assignment Committee's recommendations for the upcoming academic year. According to the faculty contract, six full-year sabbatical leaves and nine one-semester non-teaching assignments are available. We received only three requests this year: two one-semester leaves and one full-year sabbatical. The faculty committee recommended approval of the two one-semester leaves, but did not recommend approval of the one full-year sabbatical. The deans are in agreement with the recommendation from the faculty committee. I concur with the recommendation.

Along with this general summary memo, you also have the two complete applications for the one-semester leaves, and the support cover letters from the corresponding dean, Tom Cameron. I have also included the letter of non-support from Dean Cameron for the full-year sabbatical requested by Julie Durrer, and the Faculty Senate memo that shows support for two of the three requests.

Recommended that you approve:

***James Ludden, Health & Sciences Division, Fall 2012*** – In an effort to improve student retention and increase student success, Jim will create, design and implement a web-based training program that will provide policies, guidelines, and resources for the full- and part-time faculty teaching the major's sequence of Anatomy & Physiology, one of our most in-demand disciplines.

Benefits to the College include:

- The creation of an automatic orientation tool for all new A&P faculty. This will include specific content to be covered, as well as a collection of additional course-specific policies and procedures.
- The faculty will benefit from a multitude of additional resources – testing suggestions, grading recommendations, “best-practice” ideas for lectures and labs.
- Administrators benefit by being able to reference the website as a means of reconciling student complaints and grading disputes.
- All COD Allied Health programs requiring the major's A&P sequence will benefit by admitting COD students who have received a more standardized, uniform, and rigorous treatment of A&P coursework.

***Carol Riphenburg, Health & Sciences Division, Fall 2012*** – This award is contingent upon receipt of a Fulbright Senior Scholars Grant. If awarded the Fulbright, Carol will spend the fall semester in Egypt affiliated with the American University in Cairo and the Al Ahram Center for Political and Strategic Studies. The intent of her project is to learn more about the political status of women in contemporary Egypt, the factors that encumber their participation in political decision- and policy-making, and what impact the January 25 revolution and subsequent events have had, if any, on their access to the political process.

Benefits to the College include:

- Bringing prestige to the College that comes with the recognition of having a faculty named a Fulbright Scholar.
- Establishing links with educational institutions abroad to create opportunities for students to experience other cultures and other countries.
- Sharing her compilation of articles, slides, bibliography, student guide, and resources, which can be incorporated into political science sources, will become part of a basic collection of materials for future study and teaching projects at the College.



## **10. NEW BUSINESS**

### **B. For APPROVAL**

- 1) Notice of Public Hearing for FY2013 Budget**
- 2) Revised Board Policy – Tobacco-Free Campus, 10-160**
- 3) College of DuPage 403(b) Plan and College of DuPage 457 Plan**





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**NEW BUSINESS APPROVAL**

---

1. **SUBJECT**

Notice of Public Hearing for FY2013 Budget.

2. **REASON FOR CONSIDERATION**

Board approval is required to set the date of June 18, 2012, for the public hearing of the FY2013 Budget.

3. **BACKGROUND INFORMATION**

The College is required to advertise the 30-day availability of the tentative budget for public display and the date of the public hearing 30 days prior to the public hearing. This is in accordance with Chapter 110, Section 805/3-20.1, of the Illinois Public Community College Act which states, "Notice of availability for public inspection and of such public hearing shall be given by publication in a newspaper published in such district, at least 30 days prior to the time of such hearing."

The attached **Notice of Public Hearing** will be advertised in the following newspapers:

Central Cook Suburban	Wednesday	May 09, 2012
Will South Reporter	Wednesday	May 09, 2012
Central DuPage	Thursday	May 10, 2012
East DuPage	Friday	May 11, 2012

4. **RECOMMENDATION**

That the Board of Trustees approves setting June 18, 2012, as the public hearing date for the FY2013 Budget.

## LEGAL NOTICE

### NOTICE OF PUBLIC HEARING


Notice is hereby given by the Board of Trustees of College of DuPage, Community College District No. 502, Counties of DuPage, Cook and Will, State of Illinois, that a tentative budget for said District for the fiscal year beginning July 1, 2012 and ending June 30, 2013 will be on file and conveniently available for public inspection for at least thirty (30) days prior to the time of the public hearing in the office of the Senior Vice President, Administration of said District, 425 Fawell Boulevard, Glen Ellyn, Illinois, 60137 in this Community College District, other sites as determined by the Administration, as well as posted to the College's web site at [www.cod.edu](http://www.cod.edu).

Notice is hereby given that a public hearing on said budget will be held on June 18, 2012, at 6:45 p.m. in the Board Room, SSC2200, of said Community College District No. 502, 425 Fawell Boulevard, Glen Ellyn, Illinois, 60137.

SIGNATURE PAGE FOR NOTICE OF PUBLIC HEARING FOR FY2012 BUDGET

ITEM(S) ON REQUEST

That the Board of Trustees approves setting June 18, 2012, as the public hearing date for the FY2013 Budget.

  
Assistant Vice President Financial Affairs and Controller  
Date 4/3/12

  
Senior Vice President, Administration and Treasurer  
Date 4/3/2012

  
President  
Date 4/4/12



COLLEGE OF DUPAGE  
REGULAR BOARD MEETING

NEW BUSINESS FOR APPROVAL

---

1. SUBJECT

Board Policy 10-160, Tobacco-Free Campus.

2. REASON FOR CONSIDERATION

Board approval is required to enact College policy.

3. BACKGROUND INFORMATION

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

College of DuPage will adopt a Tobacco-Free Campus Policy on August 6, 2012. Based on careful research, including a review of current scientific literature, interviews with staff at institutions that have already made this commitment, and analyses of state and local insurance data, it was determined that a tobacco-free campus improves the overall educational experience by offering a cleaner, safer work and learning atmosphere while promoting health and well-being throughout our College community. One in four colleges and universities in this country has already implemented tobacco-free policies, thus, moving the College in this direction enhances our reputation as a trend leader and clearly demonstrates COD's commitment to the values of respect and responsibility by providing an environment that will help our students, staff and visitors live longer and healthier lives.

Board Policy 10-160 has been revised to reflect these changes.

Board Policy 10-160 was placed on the March 15, 2012 for information and first reading.

No additional comments have been received since the revised policy was presented to the Board of Trustees for first reading on March 15, 2012.

4. RECOMMENDATION

That the board of Trustees approves Board Policy, 10-160, Tobacco-Free Campus.



**COLLEGE OF DUPAGE**

*Policy Manual of the Board of Trustees*

**College Operations - General**

**Policy No. 10-160**

### **Tobacco-Free Campus Policy**

Use of tobacco and tobacco-related products (including electronic cigarettes) is prohibited on all College of DuPage premises, in all indoor College facilities and in all College vehicles.

"College of DuPage Premises" includes all land, building, facilities and other property leased or rented by the College, whether on a short-term or long-term basis; owned by the College (including adjacent streets and sidewalks); subject to the control of the College but not leased, rented, or owned; and where an official College activity is held and where students, faculty, or staff are present or are participants in the official College activity.

Tobacco use is permitted inside private vehicles. The improper disposal of tobacco and tobacco-related products from a vehicle while on College of DuPage premises is prohibited. Improper disposal includes, but is not limited to, spitting smokeless tobacco product, littering, and anything that creates fire hazards.

It is the responsibility of all faculty, staff, students and visitors to comply with this policy. Refusal to comply with this policy may result in citations issued by Campus Police and/or disciplinary action by the appropriate administrative office.

The effective date of this policy is August 6, 2012.

Adopted: 3/19/09	Reviewed: 2/16/12	Amended:
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SIGNATURE PAGE FOR APPROVAL OF REVISED BOARD POLICY, 10-160,  
TOBACCO-FREE CAMPUS

ITEM ON REQUEST

That the Board of Trustees approves Board Policy, 10-160, Tobacco-Free Campus.

Susan Mack 3/29/2012  
Dean Student Affairs Date

Joseph E. Allen 4/2/12  
Executive Vice President Date

[Signature] 4/3/12  
President Date

**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**NEW BUSINESS APPROVAL**

---

1. **SUBJECT**

College of DuPage 403(b) Plan and College of DuPage 457 Plan.

2. **REASON FOR CONSIDERATION**

To engage a consultant to assist in improving the governance and administration of the College's 403(b) and 457 Plans.

3. **BACKGROUND INFORMATION**

The Internal Revenue Service (IRS) has been conducting an audit of the College's 403(b) and 457 Plans for plan year 2008. Several issues have been identified in the audit, including the lack of documentation by the third party administrator to support any early withdrawals from the Plans, lack of oversight as funds have consolidated and other potential plan issues. As a result, the IRS has expanded their audit to examine the 2009 and 2010 plan years. Should the IRS determine that the proper internal controls are not in place to adhere to the IRS guidelines, it could have negative consequences to our Plans.

In order to aggressively address these concerns and to improve the overall administration and performance (versus benchmarks, fees, etc.) of the Plans, we are seeking approval to engage Mercer, Inc. and Mercer Investment Consulting, Inc. to do the following:

- Review the current administrative structure of the Plans.
- Assist in the development of bylaws and governance structure of the Plans.
- Review the current investment policy statement of the Plans and recommend changes, as appropriate, to reflect the needs of the Plans.
- Review the current investment structure of the Plans and make recommendations, as appropriate, regarding "best in class" investment structure.

- Develop, issue and review Requests For Proposals to identify a third party administrator to administer the Plans.

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

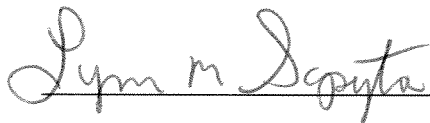
4. RECOMMENDATION

That the Board of Trustees approves a contract with Mercer, Inc. for \$54,000 and a contract with Mercer Investment Consulting, Inc. for \$35,000 to serve as a consultant to improve the governance and administration of the College of DuPage 403(b) and College of DuPage 457 Plans and ensure the Plans are in compliance with IRS code.

SIGNATURE PAGE FOR COLLEGE OF DUPAGE 403(b) PLAN and  
COLLEGE OF DUPAGE 457 Plan.

ITEM(S) ON REQUEST

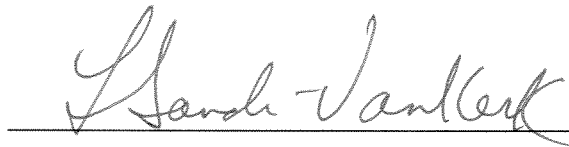
That the Board of Trustees approves a contract with Mercer, Inc. for \$54,000 and a contract with Mercer Investment Consulting, Inc. for \$35,000 to serve as a consultant to improve the governance and administration of the College of DuPage 403(b) and College of DuPage 457 Plans and ensure the Plans are in compliance with IRS code.



4/9/12

Assistant Vice President Finance/Controller

Date



4/10/12

Vice President Human Resources

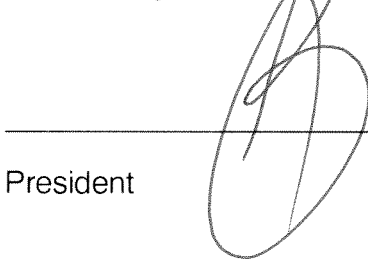
Date



4/9/2012

Senior Vice President, Administration and Treasurer

Date



4/10/12

President

Date



## **11. ANNOUNCEMENTS**

### **A. Communications**

### **B. Calendar Dates**

#### ***On-Campus Events***

- **Thursday, May 10, 2012, Special Board Meeting; SSC-2200; 7:00 p.m.**

#### ***Off-Campus Events***



Regular Board Meeting Agenda  
April 19, 2012

**12. ADJOURN**