



**COLLEGE OF DuPAGE**

**Regular Board of Trustees Meeting**

**June 23, 2016**





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

**Thursday, June 23, 2016 SRC-2000**

**REGULAR BOARD MEETING ~ 6:00 P.M.**

**SPECIAL BOARD MEETING: PUBLIC HEARING ON  
THE FY 2017 BUDGET ~ 6:45 P.M.**

**AGENDA**

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**6:00 p.m. REGULAR BOARD MEETING**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CLOSED SESSION (to adjourn by 6:40 pm)**
5. **RECESS until conclusion of Public Hearing on the FY 2017 Budget**

**6:45 p.m. SPECIAL MEETING OF THE BOARD OF TRUSTEES: PUBLIC  
HEARING ON THE FY 2017 BUDGET**

1. **BUDGET PRESENTATION TO THE BOARD**
2. **PUBLIC COMMENT-BUDGET ONLY**
3. **ADJOURN-PUBLIC HEARING ON THE FY 2017 BUDGET ONLY**

**7:00 p.m., or at the conclusion of the FY 2017 PUBLIC HEARING, whichever is later: CONTINUATION OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES**

**6. ROLL CALL**

**7. PUBLIC COMMENT**

**8. REPORTS**

- a. Chairman's report
- b. President's report

**9. RECOGNITION: Dr. Joseph Collins**

- FOR APPROVAL: Resolution for service as Acting Interim President
- FOR PRESENTATION: Appreciation and Recognition

**10. PRESENTATION**

- Academic Affairs Overview  
-Dr. Jean Kartje, Vice President Academic Affairs

**11. INFORMATION**

- a. Personnel items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Change Orders
- e. Professional Development Articles (from Vice-Chairman Olsen)

**12. CONSENT AGENDA**

- a. Purchase of Radiography Model C-Arm Fluoroscopic Unit
- b. Treasurer's Surety Bond
- c. Property, General Liability, Workers' Compensation, Student Malpractice, Board Legal Liability and Athletic Insurance Renewal for FY2017
- d. Purchase of a Professional Printing Solution for the Graphic Design Program
- e. FY17 Compensation for Non-union, Part-Time Teaching Faculty Credit Assignments/Part-Time Librarians, Non-credit, Non-Classroom Oriented Assignments
- f. Renewal of Vendor Contracts for Library
- g. Renewal of a ten-year lease with DuPage Area Occupational and Education System (DAOES)
- h. Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER)
- i. Non-bid Purchase of 15,000 test units from ACCUPLACER tests
- j. Addendum to the Facility Use Agreement between DuPage Area Occupational Education System (DAOES) and College of DuPage
- k. Administrator Approvals
- l. Contract Amendment with Workplace Answers, LLC for Online Compliance Training Courses



- m. Minutes of the May 2, 2016 Special Board of Trustees Meeting
- n. Minutes of the May 5, 2016 Special Board of Trustees Meeting
- o. Minutes of the May 19, 2016 Regular Board of Trustees Meeting
- p. Minutes of the May 22, 2016 Special Board Meeting -- Board Retreat
- q. Elevator Maintenance Services
- r. Athletic Training Services
- s. Purchase of a full-sized, 70 passenger school or transit bus for instruction and operation within the COD CDL Professional Truck Driver Training Program
- t. Annual Purchase of Print and Digital Advertising with the Chicago Tribune
- u. Planned Annual Aggregate Spend for Radio, Social Media, Search Engine Marketing and Online Advertising with Zehnder Communications
- v. Annual Purchase of Print and Digital Advertising with the Daily Herald
- w. Annual ICCB Ramp Document
- x. Approval to release historical closed session meeting minutes.
- y. Buffalo Theatre Ensemble/MAC Agreement
- z. Trustee reimbursements
- aa. Settlement of pending litigation: *Schaeffges Brothers, Inc. v. College of DuPage*, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois
- bb. Nomination of Secretary Napolitano for ACCT Committee
- cc. Purchase of Rotary Mower

13. **FOR APPROVAL: POSITION ELIMINATION (Manager, Student Development)**

14. **FOR APPROVAL: PERSONNEL ACTION ITEMS**

15. **CAPITAL DEVELOPMENT BOARD (CDB) PROJECT FOR TEMPORARY FACILITIES REPLACEMENT, ILLINOIS COMMUNITY COLLEGE BOARD (ICCB) STATEMENT OF FINAL CONSTRUCTION COMPLIANCE**

16. **ADOPTION OF FY2017 BUDGET**

17. **FOR APPROVAL: FINANCIAL REPORTS**

18. **TRUSTEE DISCUSSION**

**Suggested topics:** Goals for the year; professional development; future agendas; statement of expectations.

19. **Calendar Dates / Campus Events**

- Thursday, July 28, 2016: Regular Board Meeting – SRC-2000

20. **CLOSED SESSION (with Regular Board meeting to ADJOURN upon the conclusion of the closed session)**

-Including continued review of selection of closed session meeting minutes to ascertain whether they warrant release.

21. **ADJOURN**

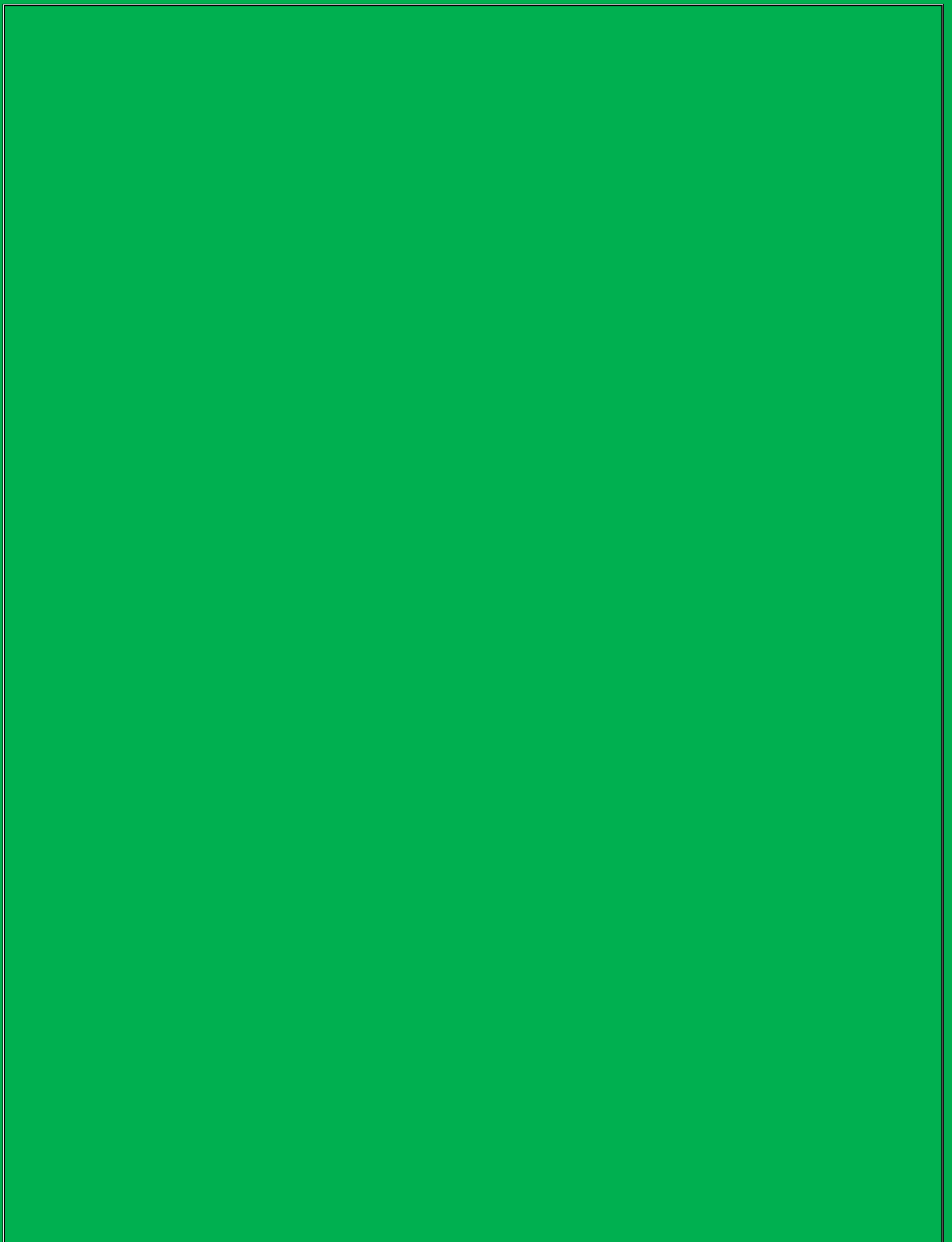
**FUTURE MEETINGS**

**4:30-9:00 p.m. – Board/SMT Ethics Training – Silverleaf: Wednesday, July 20 and 27, 2016**  
**7:00 p.m. – Regular Board Meeting – SRC-2000, Thursday, July 28, 2016**



**INFORMATION**

- a. Personnel Items**
- b. Financial Statements**
- c. Gifts & Grants Report**
- d. Construction Change Orders**
- e. Professional Development Articles**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Personnel Actions for Board Information.

2. **BACKGROUND INFORMATION**

The following personnel actions are provided for information only:

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

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

**Item 11a**  
**June 23, 2016**

**APPOINTMENTS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<b><u>MANAGERIAL</u></b>					
Neil Adams	Manager – Buildings and Grounds	Facilities Operations	06/06/2016	New Hire Full Time	\$82,000
Susan Landers	Program Manager – Youth Academy and Adult Enrichment	Continuing Education	06/06/2016	New Hire Full Time	\$64,000
<b><u>CLASSIFIED</u></b>					
Jeffrey Bishop	Custodian I	Facilities Operations	05/19/2016	New Hire Part Time	\$16,146
Yesenia Castaneda	Custodian I	Facilities Operations	05/19/2016	New Hire Part Time	\$16,146
Danielle Conlee	Instructional Assistant III - Westmont	Learning Commons	06/01/2016	New Hire Part Time	\$8,798
Remic Ensweiler	Outdoor Lab / Prairie Manager	Health & Sciences	06/06/2016	New Hire Full Time	\$46,000
Aneta Gonciarczyk	Cashier	Financial Affairs & Controller	05/31/2016	New Hire Part Time	\$18,954
Lisa Haegele	Coordinator – Dual Credit	Academic Affairs	05/23/2016	New Hire Full Time	\$62,000
Kaci Howard	Administrative Assistant III - Naperville	Centers	05/16/2016	New Hire Part Time	\$15,163

**APPOINTMENTS - Continued**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Department</u></b>	<b><u>Start Date</u></b>	<b><u>Type</u></b>	<b><u>Salary</u></b>
<u>CLASSIFIED</u> - continued					
Gerald Jobin	Instructional Assistant III - Naperville	Learning Commons	06/01/2016	New Hire Part Time	\$8,798
Leslie Keros	Radio Announcer/Operator	WDCB	05/31/2016	New Hire Part Time	\$22,880
Joseph Langan	Front Desk and Housekeeping Assistant	Culinary Arts	05/25/2016	New Hire Part Time	\$25,131
Sara McCubbins	STEM Outreach Coordinator	Marketing & Creative Services	06/20/2016*	New Hire Full Time	\$60,000
Jessica Ouellette	Cashier	Financial Affairs & Controller	05/31/2016	New Hire Part Time	\$18,954
Linda Pfeifer	Cashier	Financial Affairs & Controller	05/23/2016	New Hire Part Time	\$18,954
Craig Van Wie	Programmer/ Analyst I	Information Systems	05/16/2016	New Hire Full Time	\$68,400
Pamela Winberg	Instructional Assistant III, Westmont	Learning Commons	06/01/2016	New Hire Part Time	\$17,596
David York Sr.	Custodian I	Facilities Operations	05/16/2016	New Hire Full Time	\$25,833

*\*Change in start date. Originally submitted on May 19, 2016 Personnel Items for Information.*

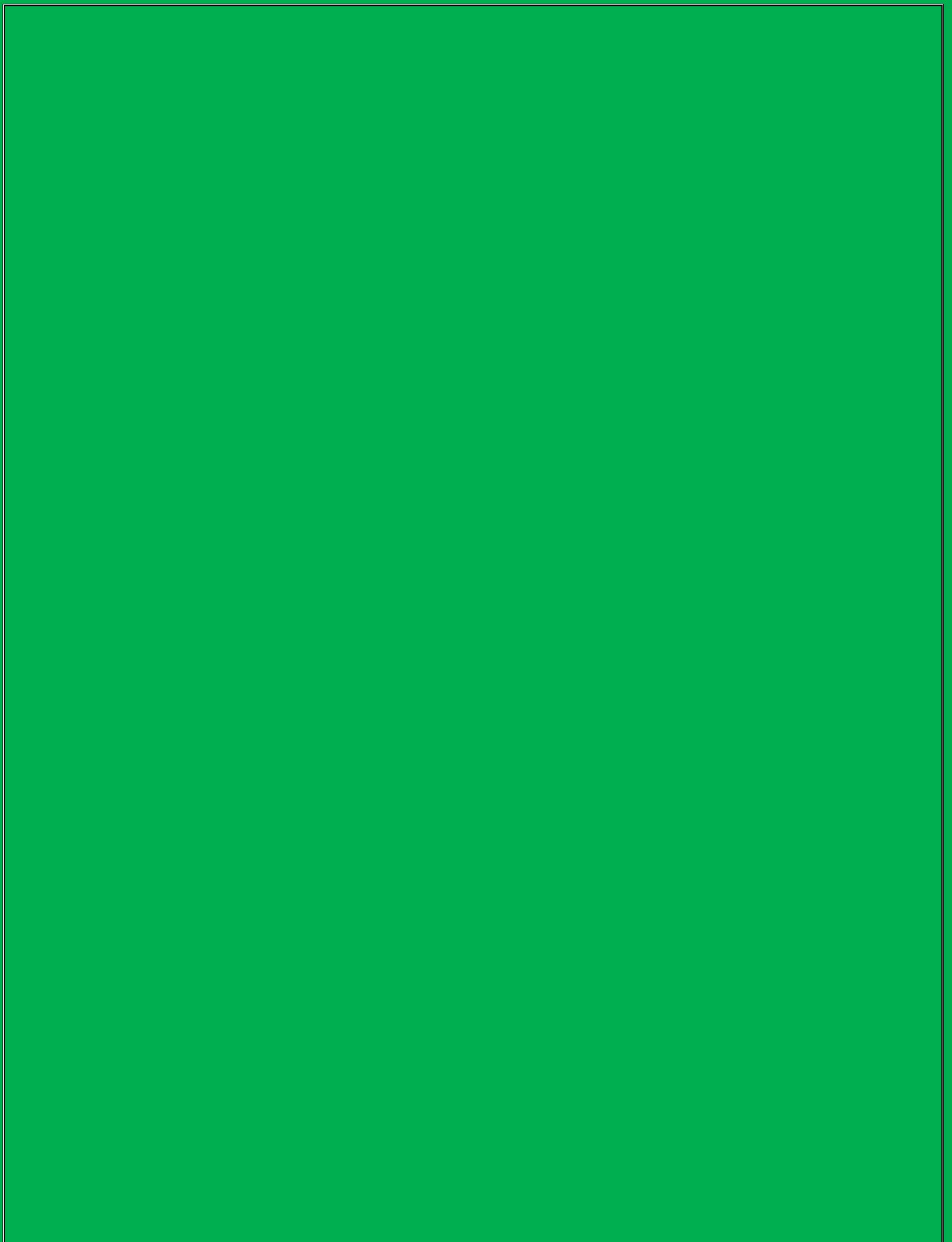
**PROMOTIONS / TRANSFERS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>MANAGERIAL</u>					
Rozina Ajanee	Supervisor, Payroll	Financial Affairs & Controller	06/13/2016	Promotion Full Time	\$60,661.12
<u>CLASSIFIED</u>					
Kristy Durkin	Administrative Assistant III	Continuing Education	06/06/2016	Promotion Full Time	\$32,635
Michalina Mierzeniewska	Buyer	Purchasing	05/23/2016	Promotion Full Time	\$49,576
Yashica Weeks	Coordinator, Development	Development & COD Foundation	05/31/2016	Promotion Full Time	\$60,000

**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>					
Gabriel Bernal	Enrollment Operations Specialist	Admissions & Outreach	06/16/2016	Resignation	1 Yrs. 7 Mos.
Sarah Haque	Administrative Assistant II	Academic Affairs	05/31/2016	Resignation	0 Yrs. 9 Mos.
Timothy Jenkins	Aquatics Assistant Manager	Physical Education	05/15/2016	Resignation	2 Yrs. 1 Mos.
Daniel Kuntze	Carpenter	Facilities Operations	05/13/2016	Resignation	4 Yrs. 9 Mos.
Marlette Roebuck-Knight	Student Club Specialist	Student Life	07/14/2016	Resignation	8 Yrs. 5 Mos.
Lindsay Rudnick	Administrative Assistant III	Learning Commons	05/27/2016	Resignation	3 Yrs. 10 Mos.





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

**BOARD INFORMATION**

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1. **SUBJECT**

Financial Statements: Schedule of Investments, Operating Funds – Budget and Expenditures, Operating Cash Available to Pay Annual Operating Expenses, and Disposal of Capital Assets.

2. **REASON FOR CONSIDERATION**

Provided for Board information.

3. **BACKGROUND INFORMATION**

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

Staff Contact: Kim Michael-Lee, Interim CFO and Treasurer  
Scott Brady, Interim Controller

a.

**COLLEGE OF DUPAGE  
TREASURY PORTFOLIO OVERVIEW  
AS OF MAY 31, 2016**

# Overview of What the College Can Invest in

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

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

# Overview of Investment Performance

- For the month ended May 31, 2016, the College had an *average cash and investment* balance of \$242.5 million. The *average investment* balance was \$227.5 million.

	QE 3/31/16	ME 5/31/16	Fiscal YTD
Average Investment Balance (\$millions)	\$ 244.6	\$ 227.5	\$ 247.4
Interest Earned (Yield)	\$ 395,546	\$ 129,045	\$ 1,275,934
Annualized Yield %	0.64%	0.68%	0.56%
Realized Gain/(Loss)	\$ 1,444	\$ (13,127)	\$ (41,170)
Yield + Realized Gain/(Loss)	\$ 396,990	\$ 115,918	\$ 1,234,764
Annualized Yield + Realized Gain/(Loss)%	0.64%	0.61%	0.54%
Unrealized Gain/(Loss)*	\$ 85,420	\$ (51,149)	\$ (287,984)
Net Yield + Realized & Unrealized Gain/(Loss)	\$ 482,410	\$ 64,769	\$ 946,780
Annualized %	0.78%	0.34%	0.42%

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

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

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

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

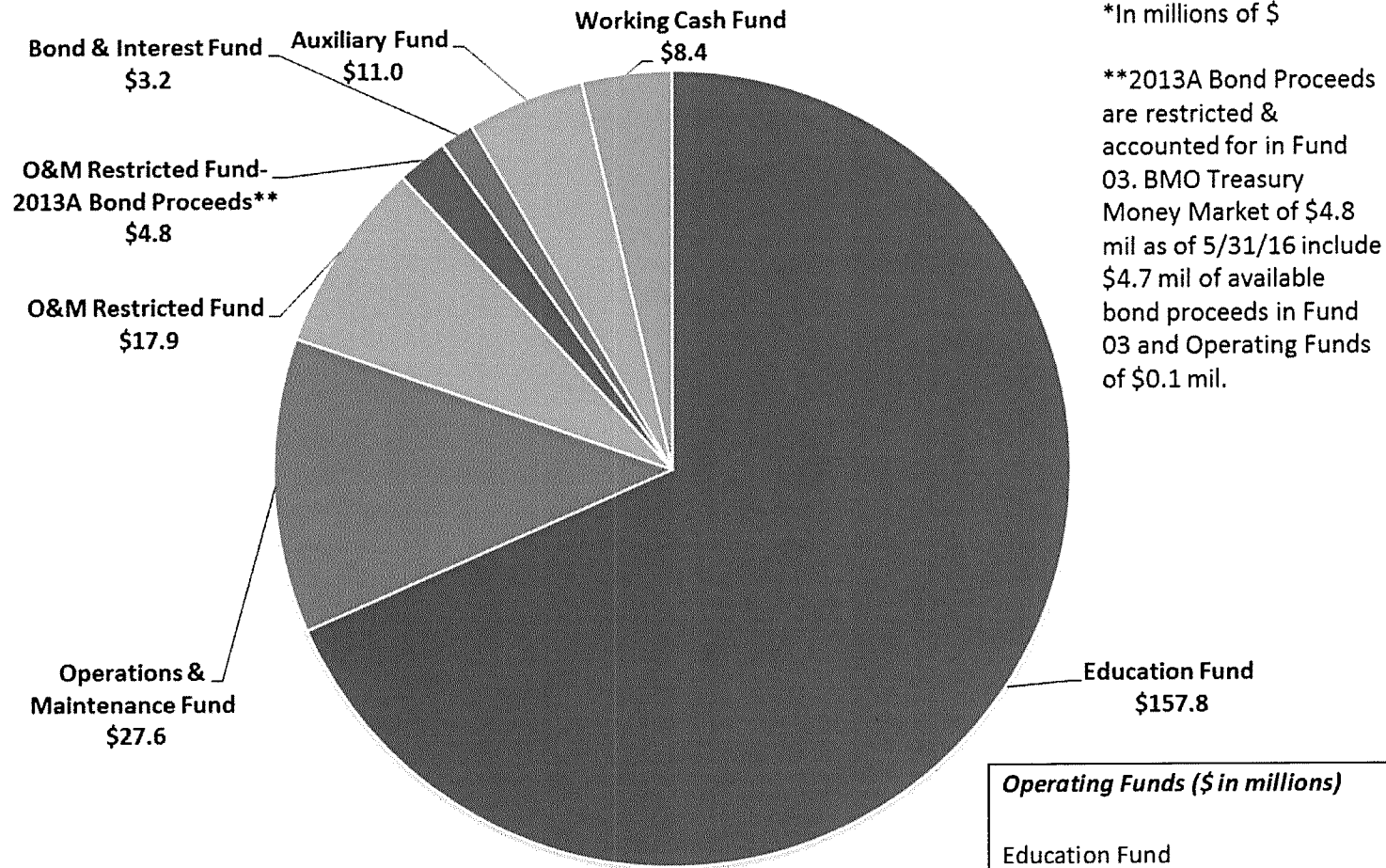
# Investment Monthly Balance Summary

➤ \$230.6 million cash and investment balance at month-end

## Monthly Ending Balances (\$ millions)

	<u>6/30/15</u>	<u>3/31/16</u>	<u>5/31/16</u>	<u>Change: 6/30/15 to Month-End</u>
Amalgamated Trust (Gov't. Agencies)	\$ 55.4	\$ -	\$ -	\$ (55.4)
Associated Bank Public Funds MM	-	58.7	-	-
BMO Asset Management	-	91.2	207.3	207.3
Chase HY Savings	64.6	-	-	(64.6)
Great Lakes Portfolio	20.0	-	-	(20.0)
Fifth Third CDs	6.0	0.7	0.3	(5.7)
MB Financial NOW	20.0	58.3	-	(20.0)
Multibank CDs	4.5	1.3	0.7	(3.8)
Northern Trust	33.7	33.3	1.8	(31.9)
PFM Operating	25.9	-	-	(25.9)
US Bank/IL Funds	-	-	-	-
PMA/ISDLAF	0.3	-	-	(0.3)
Wheaton NOW	16.2	-	-	(16.2)
Subtotal	<u>246.6</u>	<u>243.5</u>	<u>210.1</u>	<u>(36.5)</u>
Cash & Cash Equivalents	<u>17.2</u>	<u>19.3</u>	<u>20.5</u>	<u>3.3</u>
Total Cash & Investments	<u>\$ 263.8</u>	<u>\$ 262.8</u>	<u>\$ 230.6</u>	<u>\$ (33.2)</u>

# May 31, 2016 Portfolio Overview: Assets by Fund Allocation (\$230.6 MM total)



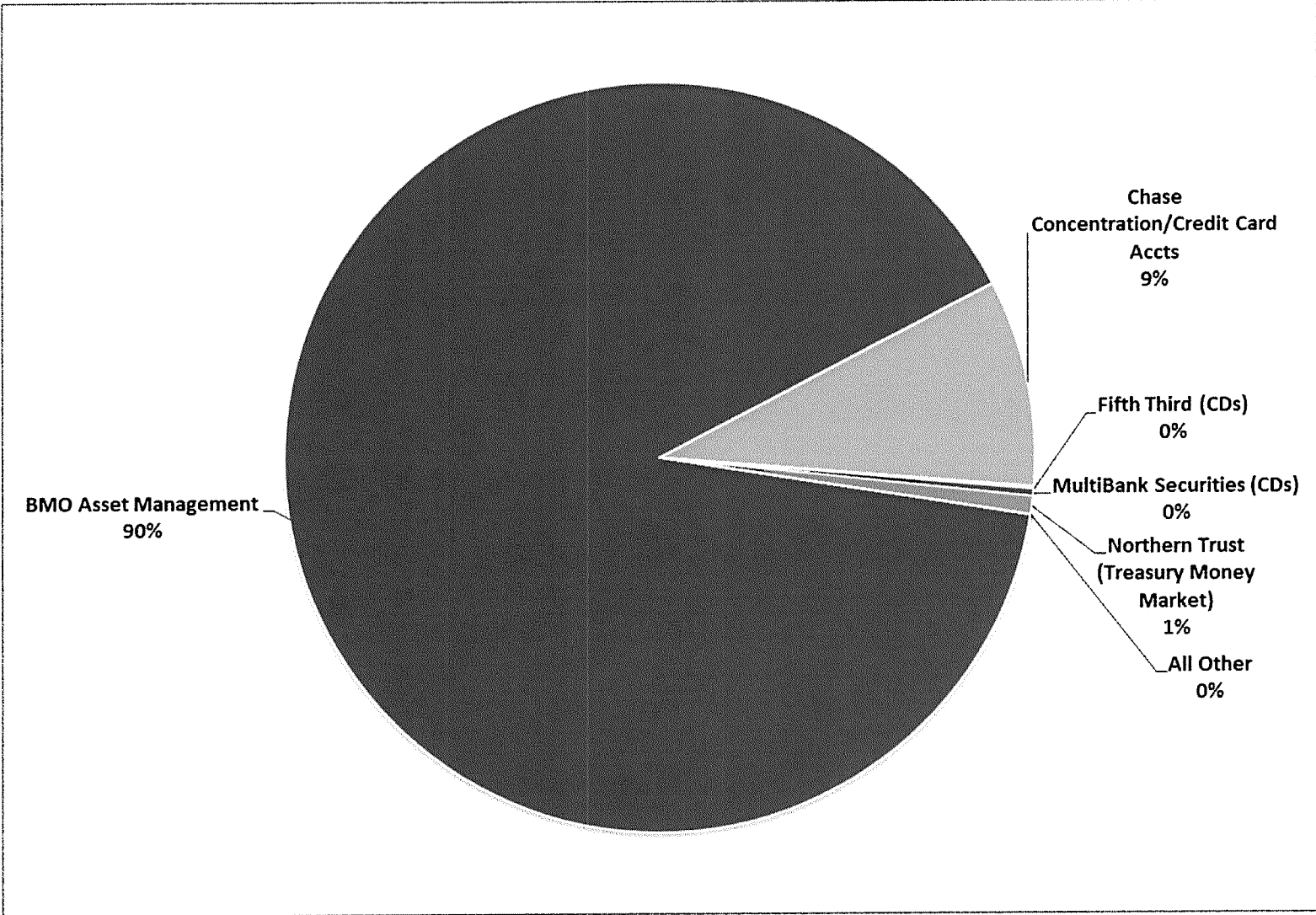
\*In millions of \$

\*\*2013A Bond Proceeds are restricted & accounted for in Fund 03. BMO Treasury Money Market of \$4.8 mil as of 5/31/16 include \$4.7 mil of available bond proceeds in Fund 03 and Operating Funds of \$0.1 mil.

Education Fund	\$ 157.8
Operations & Maintenance Fund	27.6
Less: Agency Funds Balance	(0.6)
Add: Restricted Purposes Fund Balance	<u>3.1</u>
<b>Total Operating Cash/Investments</b>	<b>\$ 187.9</b>

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

May 31, 2016 Portfolio Overview:  
Assets by Location/Firm (\$230.6 MM total)





# May 31, 2016 Portfolio Overview:

## Assets by Investment Type (\$230.6 MM total)

<u>Institution</u>	<u>Holding Type</u>	<u>Balance</u>	<u>% of Total Investments</u>
Fifth Third Securities	Certificates of Deposit	249,017	0.1%
Fifth Third Securities	Money Market Mutual Fund - Invest in US Treasury Securities	82	0.0%
Multi-Bank Securities, Inc (MBS)	Certificates of Deposit	747,052	0.4%
Multi-Bank Securities, Inc (MBS)	Money Market Mutual Fund - Invest in US Treasury Securities	100	0.0%
BMO Asset Management	<b>Fed Agency Bond / Note (Callable)</b>	2,500,025	1.2%
BMO Asset Management	<b>Fed Agency Bond / Note (Non-Callable)</b>	113,990,604	54.3%
BMO Asset Management	Municipal Bonds	38,627,408	18.4%
BMO Asset Management	<b>Commercial Paper</b>	28,535,321	13.6%
BMO Asset Management	Money Market - Invest in US Treasury Securities	18,792,273	8.9%
BMO Asset Management (2013A Bonds)	Money Market Mutual Fund - Invest in US Treasury Securities	4,866,784	2.3%
U.S. Bank (IL Funds)	<b>Local government investment pool</b>	-	0.0%
Northern Trust	Money Market Mutual Fund - Invest in US Treasury Securities	1,800,145	0.9%
Amalgamated Bank (Great Lakes)	Money Market Mutual Fund - Invest in US Treasury Securities	-	0.0%
<b>Total Investments</b>		<b>210,108,811</b>	<b>100.0%</b>
<b>Total Operating Investments Balance (Total, less BMO 2013A Bonds funds)</b>		<b>205,242,027</b>	
Chase Concentration & Petty Cash Balances		20,523,845	
<b>Total Cash &amp; Investments</b>		<b>230,632,656</b>	

### Notes:

1. All Fifth Third and MBS CDs (4 total) are less than \$250,000 each (FDIC coverage limit)
2. IL Funds is rated AAAM by S&P, per it's website. No mention of any other rating service rating (like Moody's).
3. All other investments are compliant with College's current investment policy as of month-end.

# May 31, 2016 Portfolio Overview:

## Assets by Investment Type, continued (\$230.6 MM total)

- Assets by investment type, organized by investment policy categories:

Row Labels	Sum of Balance	Sum of % of Total Investments	% Limitation per Policy 10-55
⊖1	996,069	0.5%	
Certificates of Deposit	996,069	0.5%	None
Money Market	-	0.0%	None
Savings	-	0.0%	None
⊖2	116,490,629	55.4%	
Fed Agency Bond / Note (Callable)	2,500,025	1.2%	25.0%
Fed Agency Bond / Note (Non-Callable)	113,990,604	54.3%	None
⊖3	-	0.0%	
Local government investment pool	-	0.0%	< 5% in single fund
⊖5	28,535,321	13.6%	
Commercial Paper	28,535,321	13.6%	20.0%
⊖7	25,459,384	12.1%	
Money Market Mutual Fund - Invest in US Treasury Securities	25,459,384	12.1%	(1)
⊖10	38,627,408	18.4%	
Municipal Bonds	38,627,408	18.4%	None
<b>Grand Total</b>	<b>210,108,811</b>	<b>100.0%</b>	

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

Institution	Balance	% of total fund assets	
Fifth Third Securities	82	0.00%	in compliance
Multi-Bank Securities, Inc. (MBS)	100	0.00%	in compliance
BMO Asset Management	23,659,057	3.35%	in compliance
Northern Trust	1,800,145	0.01%	in compliance
<b>Total</b>	<b>25,459,384</b>		

# BMO Asset Management – Operating Cash

BMO  Financial Group

BMO Harris Bank N.A.

College of DuPage- Operating Cash

Account Number: XXXXXXXXXX  
 Statement Period: 05/01/16 through 05/31/16

## Investment Position 05/31/16

	Total Cost	Total Market	Market Appreciation/ Depreciation	% of Account at Market	Accrued Income	Estimated Annual Income	Market Yield
<b>Fixed Income</b>							
Treasury and Federal Agencies Short (Less Than 5 Years)	116,466,819.13	116,490,629.00	23,809.87	57.42	72,306.76	398,467.00	.34 %
<b>Total Treasury and Federal Agencies</b>	<u>116,466,819.13</u>	<u>116,490,629.00</u>	<u>23,809.87</u>	<u>57.42</u>	<u>72,306.76</u>	<u>398,467.00</u>	<u>.34 %</u>
State and Municipal Short (Less Than 5 Years)	38,981,480.60	38,627,407.95	- 354,072.65	19.04	342,896.52	803,012.00	2.08 %
<b>Total State and Municipal</b>	<u>38,981,480.60</u>	<u>38,627,407.95</u>	<u>- 354,072.65</u>	<u>19.04</u>	<u>342,896.52</u>	<u>803,012.00</u>	<u>2.08 %</u>
<b>Total Fixed Income</b>	<u>155,448,299.73</u>	<u>155,118,036.95</u>	<u>- 330,262.78</u>	<u>76.46</u>	<u>415,203.28</u>	<u>1,201,479.00</u>	<u>.77 %</u>
Cash Equivalent	47,327,594.13	47,327,594.13	0.00	23.33	27,074.47	32,855.00	.07 %
<b>Total Assets</b>	<u>202,775,893.86</u>	<u>202,445,631.08</u>	<u>- 330,262.78</u>	<u>99.78</u>	<u>442,277.75</u>	<u>1,234,334.00</u>	<u>.61 %</u>
<b>Accrued Income</b>							
Interest	442,277.75	442,277.75		.22			
<b>Total Accrued Income</b>	<u>442,277.75</u>	<u>442,277.75</u>	<u>0.00</u>	<u>.22</u>			
<b>Total Assets and Accruals</b>	<u>203,218,171.61</u>	<u>202,887,908.83</u>	<u>- 330,262.78</u>	<u>100.00</u>	<u>442,277.75</u>	<u>1,234,334.00</u>	<u>.61 %</u>

# BMO Asset Management – GO Bonds Series

BMO  Financial Group  
 BMO Harris Bank N.A.

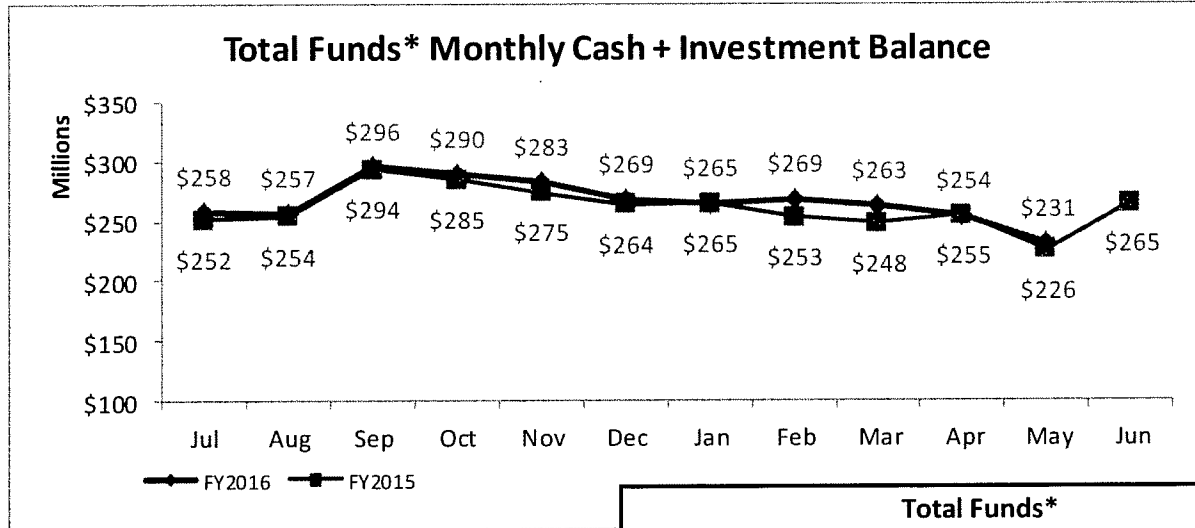
College of DuPage-GO Bonds Series

Account Number: XXXXXXXXXX  
 Statement Period: 05/01/16 through 05/31/16

## Investment Position 05/31/16

	Total Cost	Total Market	Market Appreciation/ Depreciation	% of Account at Market	Accrued Income	Estimated Annual Income	Market Yield
Cash Equivalent	4,866,783.67	4,866,783.67	0.00	99.99	725.04	8,508.00	.17 %
<b>Total Assets</b>	<u>4,866,783.67</u>	<u>4,866,783.67</u>	<u>0.00</u>	<u>99.99</u>	<u>725.04</u>	<u>8,508.00</u>	<u>.17 %</u>
<b>Accrued Income</b>							
Interest	725.04	725.04		.01			
<b>Total Accrued Income</b>	<u>725.04</u>	<u>725.04</u>	<u>0.00</u>	<u>.01</u>			
<b>Total Assets and Accruals</b>	<u>4,867,508.71</u>	<u>4,867,508.71</u>	<u>0.00</u>	<u>100.00</u>	<u>725.04</u>	<u>8,508.00</u>	<u>.17 %</u>

# Monthly Trends



**Note:** In FY15 the College drew down \$8.0 million in Federal Financial Aid in January and \$200,000 in February.

Due to the Spring 2016 term beginning one week later than Spring 2015, the College drew down \$0 in January in FY16, and \$12.9 million in February, causing the variance noted on the chart.

Previous year trend is expected to be followed going forward.

	Property Taxes	Tuition & Fees	Salary Expense	Debt Service Expense	Cash + Investment Balance As Of
Jul 2014	\$ 2,105,962	\$ <b>31,106,675</b>	\$ 5,569,351	\$ 1,928,325	\$ 251,935,814
Aug	3,909,321	<b>17,510,958</b>	6,850,529	-	254,017,896
Sep	<b>42,494,341</b>	3,117,493	8,213,334	-	293,880,122
Oct	2,583,327	3,758,089	14,337,264	-	285,088,859
Nov	1,518,442	<b>12,087,768</b>	9,618,088	5,215,378	274,565,860
Dec	1,215,971	<b>13,097,735</b>	9,301,405	6,863,325	263,858,126
Jan 2015	22,943	<b>11,051,542</b>	6,854,215	-	264,730,102
Feb	1,514,908	1,274,740	9,263,099	-	253,370,721
Mar	3,161,013	2,396,890	9,405,749	-	247,980,231
Apr	163,289	2,328,007	9,349,649	-	254,782,610
May	884,256	2,557,046	11,520,336	20,285,378	225,515,828
Jun 2015	<b>48,423,069</b>	516,200	9,123,552	-	264,591,657
Total FY15	\$ 107,996,843	\$ 100,803,142	\$ 109,406,571	\$ 34,292,405	\$ 264,591,657

\*total funds = Funds 01-07, 10

# OTHER INFORMATION: 2013A BONDS

# College of DuPage – 2013A Building Bonds

## College of DuPage - 2013A Building Bonds

Date of Issue	5/31/2013
Original Bond Proceeds <sup>(1)</sup>	\$ 93,455,230
Original Expense Budget	93,455,230
Expenses to-date <sup>(2)</sup>	(89,584,142)
Total investment income to-date	906,675
<b>Future Funds Available <sup>(3)</sup></b>	<b>\$ 4,777,763</b>

Notes:

- (1) Original bond proceeds were \$97.5 million. \$93.5 million were allocated to the Construction Fund and \$4.0 million were allocated to the Bond and Interest Fund as capitalized interest.
- (2) The expenses to-date represent actual disbursements and \$555,000 of Issuance Costs paid at the time of the bond issuance.
- (3) Future funds available reflect original bond proceeds plus investment income less expenses to date

# College of DuPage – 2013A Building Bonds Project Summary

**Construction Bond Proceeds Spent-to-date (Referendum #2)**  
**(000's)**

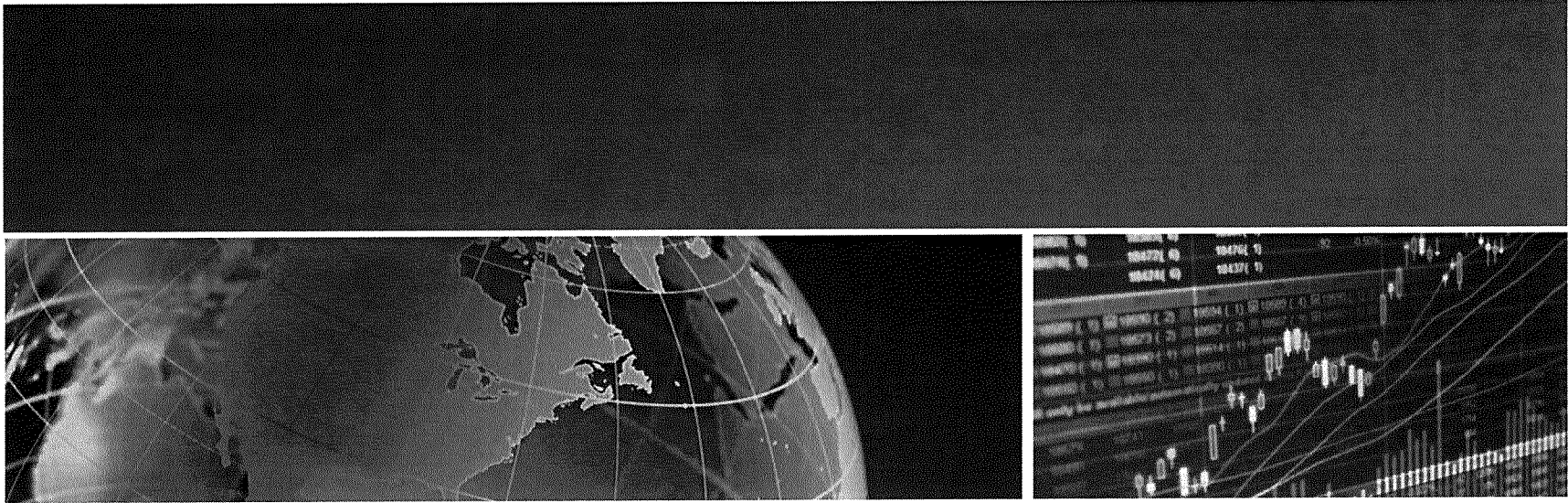
Project	Spent
Student Resource Center (SRC)	\$ 39,696
Seaton Computing Center (SCC)	6,910
McAninch Arts Center (MAC)	33,826
Physical Education Center (PE)	25,057
Site & Ground (Campus Wide)	14,140
Infrastructure (Campus Wide)	4,269
Homeland Security	15,854
Parking Improvements	8,328
Naperville Regional Center	5,794
Campus Maintenance Center	9,433
Athletic Facilities	1,951
SRC - 3rd Floor ACC	-
SRC - South Lobby Glass	1,422
SRC - South Lobby Hallway	1,247
Campus Artwork	105
Campus Site Improvements	1,015
Parking West	5,555
Irrigation & Drainage	1,110
FY 14 - Site Infra Prk Improvements	3,378
FY 15 - Site Infra Prk Improvements	61
	<u>\$ 179,150</u>
Less: 2011 Bonds	(90,121)
Spent to Date 2013 Bonds	\$ 89,029
Add: Issuance costs	555
<b>2013A Building Bonds Expenses to-date</b>	<b>\$ 89,584</b>

Notes:

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



APPENDIX:  
MAY 31, 2016  
BMO ASSET MANAGEMENT  
PORTFOLIO SUMMARY



05/31/2016

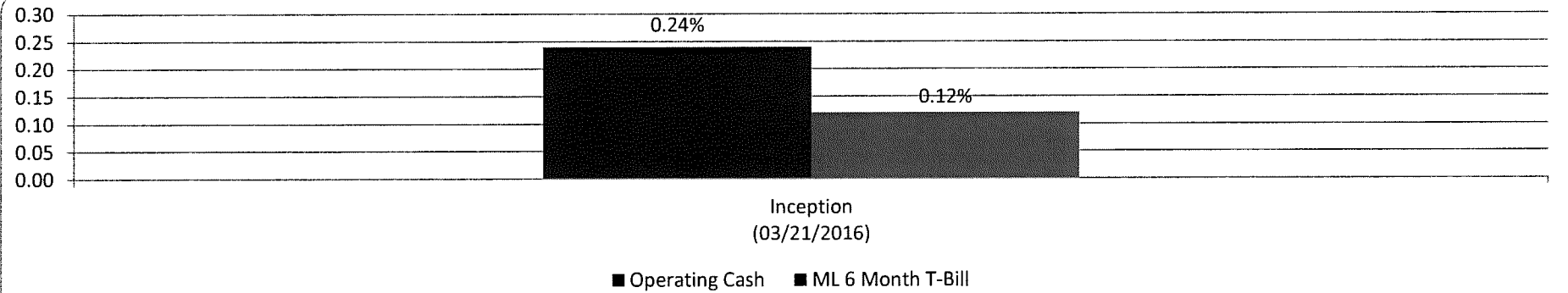
Prepared for

College of DuPage  
Consolidated Report

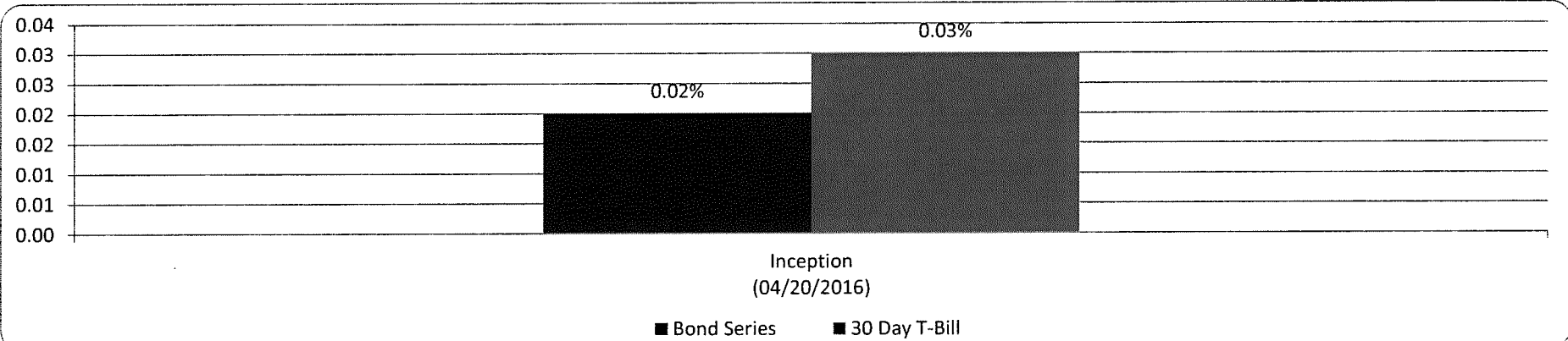
**BMO**  **Global Asset Management**  
A part of BMO Financial Group

# College of DuPage Consolidated Report - Performance Update

## Operating Cash



## Bond Series



The Gov't MMF is benchmarked to the iMoneyNet Money Fund Report/Government. Due to the account being funded mid-month, the 30 Day T-Bill is shown as the primary benchmark is calculated monthly.

# Summary

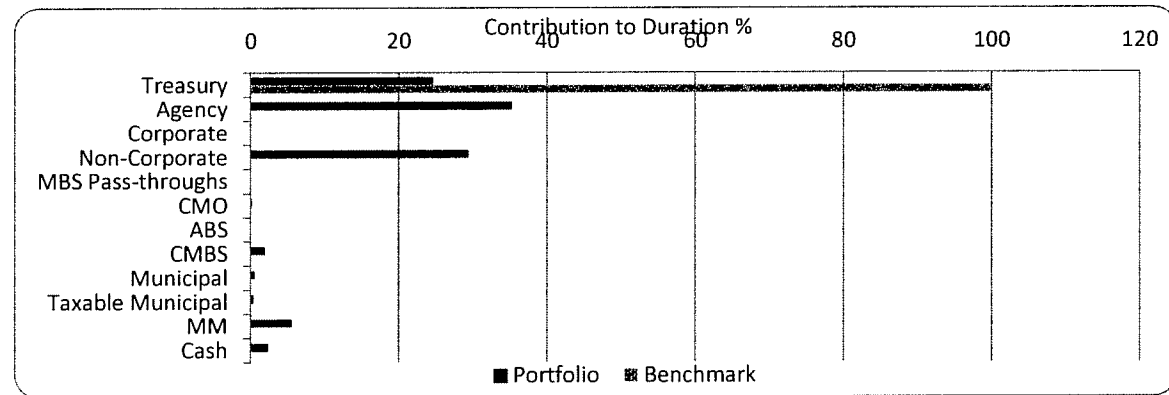
College of DuPage Consolidated Report

05/31/2016

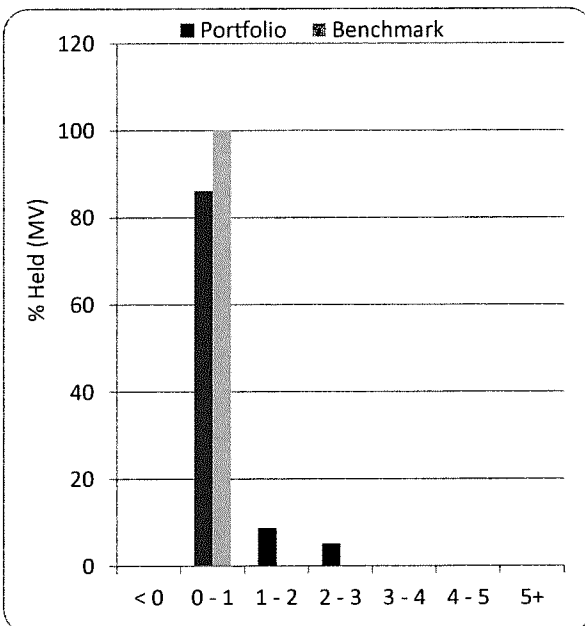
## Fundamentals Portfolio Benchmark

Port Mkt Val (000)	207,733	
YTW	0.68	0.46
Coupon	0.61	0.00
Maturity (Yrs)	0.48	0.50
Quality	Aa1	Aaa
Eff Dur	0.392	0.514

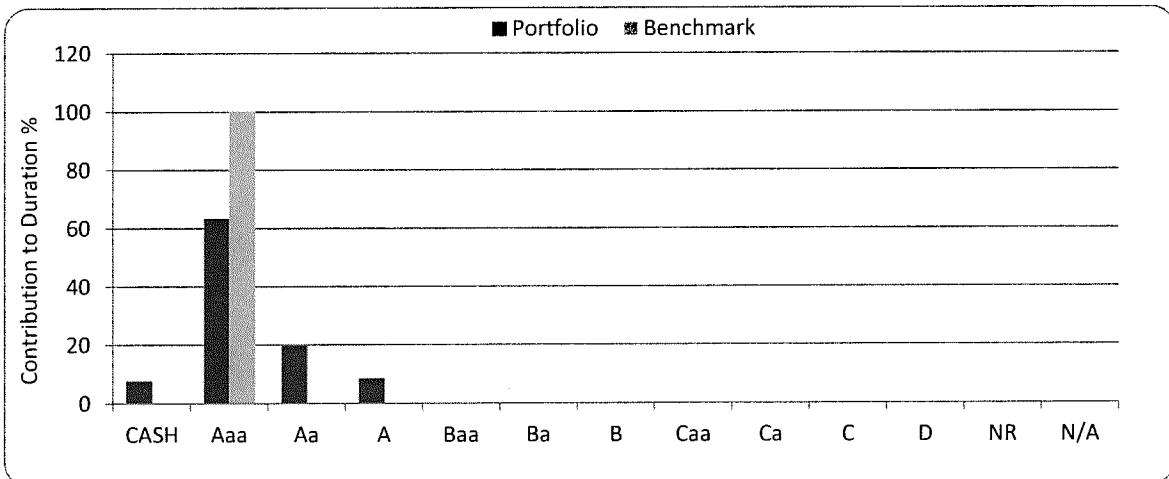
## Contribution to Duration by Sector



## Effective Duration Allocation



## Contribution to Duration by Quality

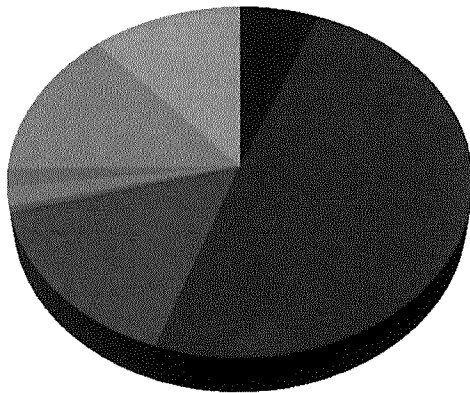


# Sector & Quality Allocations

College of DuPage Consolidated Report

05/31/2016

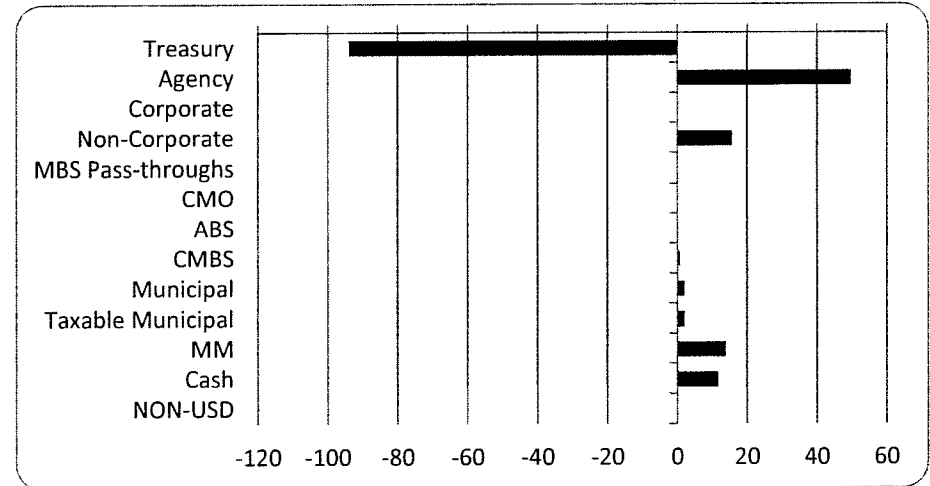
## Sector Allocation



- Treasury: 6.0%
- Agency: 49.4%
- Non-Corporate: 15.4%
- CMO: 0.1%
- CMBS: 0.6%
- Municipal: 1.7%
- Taxable Municipal: 1.7%
- MM: 13.7%
- Cash: 11.4%

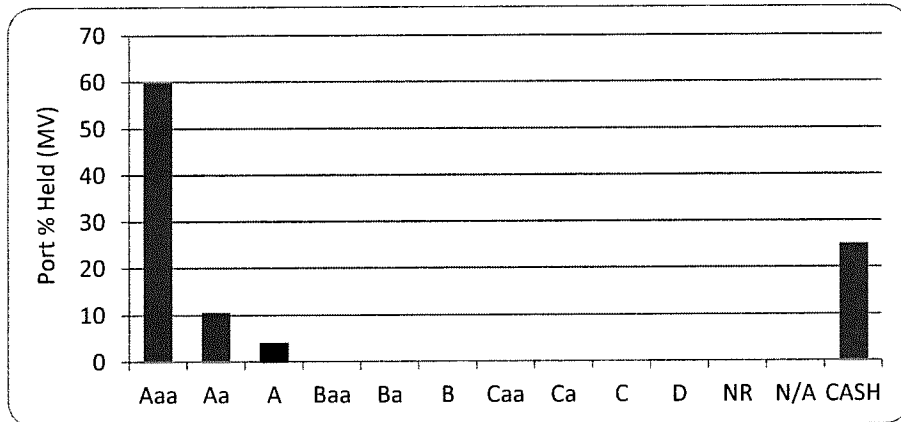
## Sector Difference Relative to Benchmark (% MV Held)

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



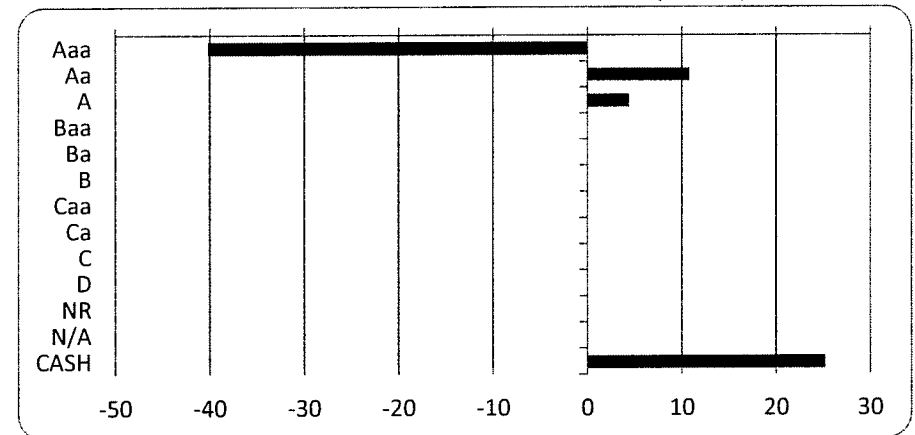
## Quality Allocation

Quality Rating: Aa1



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

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



College of DuPage 5/31/2016

Average Life	Market Value	% of Total
0 - 6 Months	\$ 148,068,561	71.3%
6 Months - 1 Year	\$ 15,229,902	7.3%
1 Year - 2 Years	\$ 21,893,506	10.5%
2 Years - 3 Years	\$ 10,754,253	5.2%
> 3 Years	\$ 11,786,672	5.7%
<b>Total</b>	<b>\$ 207,732,894</b>	<b>100.0%</b>

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

As of 5/31/2016 3.35% ✓

# Standard Holdings

05/31/2016

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
<b>CASH</b>	<b>23,659</b>		<b>Aaa</b>	<b>0.34</b>	<b>Avg Life=0.1</b>	<b>23,658,999</b>	<b>11.39</b>	<b>0.083</b>	<b>0.082</b>
	4,867	CASH & EQUIVALENTS	Aaa	0.34	6/30/2016	4,867,000	2.34	0.083	0.082
	18,792	CASH & EQUIVALENTS	Aaa	0.34	6/30/2016	18,792,000	9.05	0.083	0.082
<b>TSY</b>	<b>12,380</b>		<b>Aaa</b>	<b>1.00</b>	<b>Avg Life=1.6</b>	<b>12,443,656</b>	<b>5.99</b>	<b>1.632</b>	<b>1.610</b>
	1,700	UNITED STATES TREAS NTS	Aaa	1.00	3/31/2017	1,707,236	0.82	0.833	0.827
	1,250	UNITED STATES TREAS NTS	Aaa	0.63	5/31/2017	1,248,800	0.60	1.000	0.994
	1,720	UNITED STATES TREAS NTS	Aaa	0.50	7/31/2017	1,717,492	0.83	1.167	1.158
	1,000	UNITED STATES TREAS NTS	Aaa	1.88	9/30/2017	1,017,535	0.49	1.333	1.315
	650	UNITED STATES TREAS NTS	Aaa	0.63	11/30/2017	648,225	0.31	1.500	1.490
	225	UNITED STATES TREAS NTS	Aaa	0.75	12/31/2017	225,473	0.11	1.583	1.568
	485	UNITED STATES TREAS NTS	Aaa	0.75	3/31/2018	484,670	0.23	1.833	1.813
	1,025	UNITED STATES TREAS NTS	Aaa	0.63	4/30/2018	1,020,978	0.49	1.917	1.897
	1,350	UNITED STATES TREAS NTS	Aaa	1.00	5/31/2018	1,353,240	0.65	2.000	1.975
	300	UNITED STATES TREAS NTS	Aaa	1.38	7/31/2018	304,425	0.15	2.167	2.124
	1,775	UNITED STATES TREAS NTS	Aaa	1.38	9/30/2018	1,797,439	0.87	2.333	2.291
	250	UNITED STATES TREAS NTS	Aaa	1.50	12/31/2018	255,018	0.12	2.583	2.523
	650	UNITED STATES TREAS NTS	Aaa	1.63	3/31/2019	663,122	0.32	2.833	2.766
<b>AGY</b>	<b>102,589</b>		<b>Aaa</b>	<b>0.23</b>	<b>Avg Life=0.4</b>	<b>102,674,828</b>	<b>49.43</b>	<b>0.433</b>	<b>0.279</b>
	16,800	FHLB DISC NT	Aaa	0.00	6/1/2016	16,800,000	8.09	0.003	0.003
	3,500	FHLB DISC NT	Aaa	0.00	6/3/2016	3,499,965	1.68	0.008	0.008
	1,256	FHLB DISC NT	Aaa	0.00	6/6/2016	1,255,962	0.60	0.016	0.016
	3,285	FHLB DISC NT	Aaa	0.00	6/8/2016	3,284,869	1.58	0.022	0.022
	2,600	FHLB DISC NT	Aaa	0.00	6/20/2016	2,599,714	1.25	0.055	0.055
	5,288	FHLMC DISC NT	Aaa	0.00	6/23/2016	5,287,312	2.55	0.063	0.063
	4,000	FHLB DISC NT	Aaa	0.00	6/24/2016	3,999,480	1.93	0.066	0.066
	3,000	FHLB DISC NT	Aaa	0.00	6/30/2016	2,999,490	1.44	0.082	0.082
	15,000	FHLB DISC NT	Aaa	0.00	7/8/2016	14,995,050	7.22	0.104	0.104
	7,085	FHLB DISC NT	Aaa	0.00	7/15/2016	7,082,237	3.41	0.123	0.123
	1,000	FNMA DISC NT	Aaa	0.00	7/20/2016	999,560	0.48	0.137	0.137
	1,000	FHLB DISC NT	Aaa	0.00	7/25/2016	999,520	0.48	0.150	0.150

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	2,000	FEDERAL HOME LOAN BANKS	Aaa	0.38	8/18/2016	2,000,255	0.96	0.250	0.098
	1,000	FHLB DISC NT	Aaa	0.00	8/19/2016	999,120	0.48	0.219	0.219
	2,500	FEDERAL HOME LOAN BANKS	Aaa	0.45	8/29/2016	2,503,431	1.21	0.250	0.246
	2,500	FEDERAL HOME LOAN BANKS	Aaa	0.38	9/2/2016	2,500,538	1.20	0.250	0.078
	2,000	FFCB DISC NT	Aaa	0.00	9/27/2016	1,997,320	0.96	0.325	0.325
	2,000	FEDERAL FARM CR BKS	Aaa	0.43	12/15/2016	2,000,442	0.96	0.583	0.172
	210	TENNESSEE VALLEY AUTH	Aaa	4.88	12/15/2016	219,408	0.11	0.583	0.529
	2,500	FEDERAL FARM CREDIT BANKS .4	Aaa	0.00	12/19/2016	2,499,725	1.20	0.583	0.553
	1,000	FEDERAL NATL MTG ASSN	Aaa	1.25	1/30/2017	1,008,097	0.49	0.667	0.663
	2,500	FEDERAL HOME LOAN BANKS	Aaa	0.43	2/13/2017	2,500,531	1.20	0.667	0.200
	2,000	FEDERAL HOME LOAN BANKS	Aaa	0.50	4/19/2017	2,000,832	0.96	0.917	0.211
	2,000	FEDERAL HOME LOAN BANKS	Aaa	0.48	5/16/2017	1,999,741	0.96	1.000	0.312
	515	FEDERAL HOME LOAN BANKS	Aaa	0.63	5/30/2017	514,186	0.25	1.000	0.991
	2,000	FEDERAL FARM CR BKS	Aaa	0.46	7/14/2017	1,999,999	0.96	1.083	0.239
	1,330	FEDERAL HOME LN MTG CORP	Aaa	1.00	7/28/2017	1,337,976	0.64	1.167	1.146
	2,000	FEDERAL FARM CR BKS	Aaa	0.56	11/13/2017	2,001,215	0.96	1.417	0.215
	415	TENNESSEE VALLEY AUTH	Aaa	6.25	12/15/2017	460,637	0.22	1.583	1.451
	1,500	FEDERAL FARM CR BKS	Aaa	0.59	1/25/2018	1,501,016	0.72	1.667	0.237
	1,000	FEDERAL FARM CR BKS	Aaa	0.60	2/6/2018	1,000,609	0.48	1.667	0.276
	1,500	FEDERAL FARM CR BKS	Aaa	0.47	2/26/2018	1,498,029	0.72	1.750	0.313
	1,300	FEDERAL HOME LOAN BANKS	Aaa	0.88	3/19/2018	1,300,975	0.63	1.833	1.778
	1,300	FEDERAL NATL MTG ASSN	Aaa	0.88	3/28/2018	1,300,821	0.63	1.833	1.802
	1,300	FEDERAL NATL MTG ASSN	Aaa	1.13	10/19/2018	1,306,542	0.63	2.417	2.349
	1,105	FEDERAL NATL MTG ASSN	Aaa	1.38	1/28/2019	1,119,694	0.54	2.667	2.604
	1,300	FEDERAL NATL MTG ASSN	Aaa	1.00	2/26/2019	1,300,532	0.63	2.750	2.696
<b>OGVT</b>	<b>31,485</b>		<b>Aa3</b>	<b>2.00</b>	<b>Avg Life=0.8</b>	<b>31,974,133</b>	<b>15.39</b>	<b>0.766</b>	<b>0.747</b>
	840	CONCORD N C LTD OBLIG LTD O	Aa2	0.85	6/1/2016	843,570	0.41	0.003	0.003
	500	OMAHA NEB PUB FACS CORP LEA	Aa2	4.13	6/1/2016	510,312	0.25	0.003	0.003
	1,550	MAINE MUN BD BK LIQUOR OPER	A1	1.71	6/1/2016	1,563,237	0.75	0.003	0.003
	1,250	MC LENNAN CNTY TEX PUB FAC	Aa3	1.00	6/1/2016	1,256,250	0.60	0.003	0.003
	300	METROPOLITAN TRANSN AUTH N	Aaa	0.58	7/1/2016	300,733	0.14	0.083	0.085
	3,850	FLORIDA HURRICANE CATASTROP	Aa3	1.30	7/1/2016	3,872,631	1.86	0.083	0.085
	1,000	TRUSTEES BOSTON COLLEGE TAX	Aa3	1.33	7/1/2016	1,006,233	0.48	0.083	0.085
	570	SCOTTSDALE ARIZ MUN PPTY CO	Aa1	2.00	7/1/2016	575,485	0.28	0.083	0.085



Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,700	CALIFORNIA EARTHQUAKE AUTH	A3	1.19	7/1/2016	1,709,273	0.82	0.083	0.085
	500	ROCKDALE CNTY GA WTR & SEW	Aa2	0.99	7/1/2016	502,302	0.24	0.083	0.085
	300	INDIANA BD BK REV SCH SEVER	A2	6.01	7/15/2016	308,620	0.15	0.083	0.123
	400	COTATI-ROHNERT PK CALIF UNI	Aa2	1.10	8/1/2016	401,751	0.19	0.167	0.169
	200	UNIVERSITY TEX UNIV REVS FI	Aaa	3.08	8/15/2016	202,843	0.10	0.167	0.208
	700	ARIZONA SCH FACS BRD CTFS P	Aa3	0.95	9/1/2016	701,703	0.34	0.250	0.253
	500	MARYLAND ST CMNTY DEV ADMIN	Aa2	1.13	9/1/2016	501,106	0.24	0.250	0.253
	650	MEADVILLE PA GO BDS C	A1	1.31	10/1/2016	651,683	0.31	0.333	0.335
	225	IRONDALE ALA GO WTS A	Aa2	0.80	10/1/2016	225,124	0.11	0.333	0.335
	630	SHELBY CHARTER TWP MICH GO	Aa1	2.00	10/1/2016	635,042	0.31	0.333	0.336
	215	CALIFORNIA EDL FACS AUTH RE	A2	1.25	10/1/2016	215,603	0.10	0.333	0.335
	1,000	NEW YORK N Y GO BDS 2012D-	Aa2	1.70	10/1/2016	1,006,573	0.48	0.333	0.336
	225	NEW YORK N Y CITY HSG DEV C	Aa2	0.86	11/1/2016	224,932	0.11	0.417	0.419
	1,000	SAN FRANCISCO CALIF CITY &	Aa3	4.00	11/1/2016	1,016,013	0.49	0.417	0.420
	895	SPRINGBORO OHIO CMNTY CITY	Aa2	0.90	12/1/2016	899,663	0.43	0.500	0.500
	330	NEW YORK ST DORM AUTH REVS	Aaa	0.87	12/1/2016	331,660	0.16	0.500	0.500
	250	SOUTH DAKOTA BRD REGTS HSG	Aa2	4.88	4/1/2017	259,949	0.13	0.833	0.819
	795	CLEMSON UNIV S C UNIV REVS	Aa3	4.00	5/1/2017	820,697	0.40	0.917	0.904
	500	MONTGOMERY CNTY MD REV LTD	Aa1	5.00	5/1/2017	521,528	0.25	0.917	0.902
	200	UNIVERSITY CALIF REVS FOR P	Aa2	0.93	5/15/2017	200,577	0.10	0.917	0.950
	300	NEW CASTLE PA SANTN AUTH SW	Aa2	4.24	6/1/2017	315,841	0.15	1.000	0.967
	750	NEW JERSEY ECONOMIC DEV AUT	A3	1.80	6/15/2017	757,214	0.36	1.000	1.019
	1,000	HAWAII ST GO BDS ES	Aa2	1.23	8/1/2017	1,007,903	0.49	1.167	1.155
	500	LOS ANGELES CALIF CMNTY COL	Aa1	1.31	8/1/2017	504,048	0.24	1.167	1.154
	465	GEORGIA ST GO BDS 2010-C	Aaa	2.59	10/1/2017	478,163	0.23	1.333	1.312
	40	MISSISSIPPI ST TAXABLE GO R	Aa2	1.09	10/1/2017	40,233	0.02	1.333	1.323
	500	NEW YORK N Y CITY HSG DEV C	Aa2	1.27	11/1/2017	501,574	0.24	1.417	1.404
	500	LA SALLE & BUREAU CNTYS ILL	A1	5.15	12/1/2017	540,380	0.26	1.500	1.422
	300	MACON & DE WITT CNTYS ILL C	A1	3.75	12/1/2017	314,526	0.15	1.500	1.437
	300	ATLANTA & FULTON CNTY GA RE	Aa1	1.55	12/1/2017	305,169	0.15	1.500	1.474
	250	ROSEMONT ILL TAXABLE GO REF	A3	3.00	12/1/2017	257,922	0.12	1.500	1.446
	1,980	NEW JERSEY ECONOMIC DEV AUT	A3	2.42	6/15/2018	2,000,539	0.96	2.000	1.957
	1,000	LOS ANGELES CNTY CALIF REDE	Aa3	2.06	8/1/2018	1,019,267	0.49	2.167	2.104
	2,000	INDUSTRY CALIF PUB FACS AUT	Aa2	3.04	1/1/2019	2,131,695	1.03	2.583	2.432

Sector 1	Par (000)	Issuer Name	Quality	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	525	FLORIDA ST BRD ADMIN FIN CO	Aa3	2.16	7/1/2019	534,559	0.26	3.083	2.971
<b>CMO</b>	<b>151</b>		<b>Aaa</b>	<b>4.50</b>	<b>Avg Life=1.0</b>	<b>156,040</b>	<b>0.08</b>	<b>1.000</b>	<b>0.955</b>
	151	FHLMC 4459- NB	Aaa	4.50	1/15/2020	156,040	0.08	1.000	0.955
<b>CMBS</b>	<b>1,280</b>		<b>Aaa</b>	<b>1.23</b>	<b>Avg Life=2.2</b>	<b>1,284,457</b>	<b>0.62</b>	<b>2.236</b>	<b>1.219</b>
	210	FNMA 2015-M1- ASQ2	Aaa	1.63	2/25/2018	211,456	0.10	1.500	1.526
	125	FNMA 2015-M07- ASQ2	Aaa	1.55	4/25/2018	125,643	0.06	1.750	1.759
	91	FNMA 2015-M3- FA	Aaa	0.65	6/25/2018	90,839	0.04	1.917	0.356
	81	FNMA 2015-M4- FA	Aaa	0.64	9/25/2018	80,724	0.04	2.167	0.364
	43	FNMA 2015-M08- FA	Aaa	0.60	11/25/2018	42,922	0.02	2.167	0.364
	110	FNMA 2015-M15- ASQ2	Aaa	1.90	1/25/2019	111,185	0.05	2.083	2.066
	240	FNMA 2015-M13- ASQ2	Aaa	1.65	9/25/2019	241,390	0.12	2.417	2.389
	380	FNMA 2015-M12- FA	Aaa	0.77	4/25/2020	380,298	0.18	2.833	0.362
<b>MUNI</b>	<b>6,880</b>		<b>Aaa</b>	<b>2.53</b>	<b>Avg Life=0.1</b>	<b>6,996,171</b>	<b>3.37</b>	<b>0.107</b>	<b>0.106</b>
	2,580	ILLINOIS ST SALES TAX REV R	Aaa	4.00	6/15/2016	2,631,147	1.27	0.042	0.041
	150	MILWAUKEE WIS REV SCH REV AN	Aaa	2.00	6/30/2016	152,011	0.07	0.082	0.082
	3,500	OAKLAND CALIF TRANS 2015-1	Aaa	1.00	6/30/2016	3,533,483	1.70	0.082	0.082
	650	LAKE CNTY ILL CMNTY UNIT SC	A2	5.00	12/1/2016	679,529	0.33	0.500	0.490
<b>MM</b>	<b>28,590</b>		<b>Aa1</b>	<b>0.00</b>	<b>Avg Life=0.2</b>	<b>28,544,617</b>	<b>13.74</b>	<b>0.158</b>	<b>0.158</b>
	4,000	EXXON CORP	Aa1	0.00	6/2/2016	3,998,600	1.92	0.005	0.005
	5,090	BANK TOKYO MITSUBISHI UFJ LT	Aa1	0.00	6/20/2016	5,083,128	2.45	0.055	0.054
	2,000	APPLE INC	Aa1	0.00	6/27/2016	1,998,640	0.96	0.074	0.074
	1,000	APPLE INC	Aa1	0.00	7/5/2016	999,230	0.48	0.096	0.095
	3,000	MICROSOFT CORP	Aa1	0.00	7/6/2016	2,997,660	1.44	0.098	0.098
	1,500	MICROSOFT CORP	Aa1	0.00	7/13/2016	1,498,755	0.72	0.117	0.117
	2,000	APPLE INC	Aa1	0.00	7/19/2016	1,998,120	0.96	0.134	0.134
	3,000	CHEVRON CORP NEW	Aa1	0.00	8/10/2016	2,994,990	1.44	0.194	0.194
	1,000	CHEVRON CORP NEW	Aa1	0.00	9/2/2016	997,740	0.48	0.257	0.256
	1,000	COCA COLA CO	Aa1	0.00	9/14/2016	997,490	0.48	0.290	0.289
	2,500	COCA COLA CO	Aa1	0.00	9/15/2016	2,493,725	1.20	0.292	0.292
	1,000	CHEVRON CORP NEW	Aa1	0.00	11/30/2016	995,660	0.48	0.500	0.499
	1,500	COCA COLA CO	Aa1	0.00	1/4/2017	1,490,880	0.72	0.596	0.594
<b>Total:</b>	<b>207,014</b>		<b>Aa1</b>	<b>0.61</b>	<b>Avg Life=0.5</b>	<b>207,732,894</b>	<b>100.00</b>	<b>0.479</b>	<b>0.392</b>

## Disclosure

### Terms

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

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

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

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

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

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

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

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

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

### Sector Abbreviations

**ABS** = Asset Backed Security

**CMBS** = Commercial Mortgage Backed Security

**CMO** = Collateralized Mortgage Obligation

**FIN** = Financial

**IND** = Industrial

**MBS** = Mortgage Backed Security

**MM** = Money Market - includes commercial paper, bankers acceptances, and certificate deposits

## Disclosure

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

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

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

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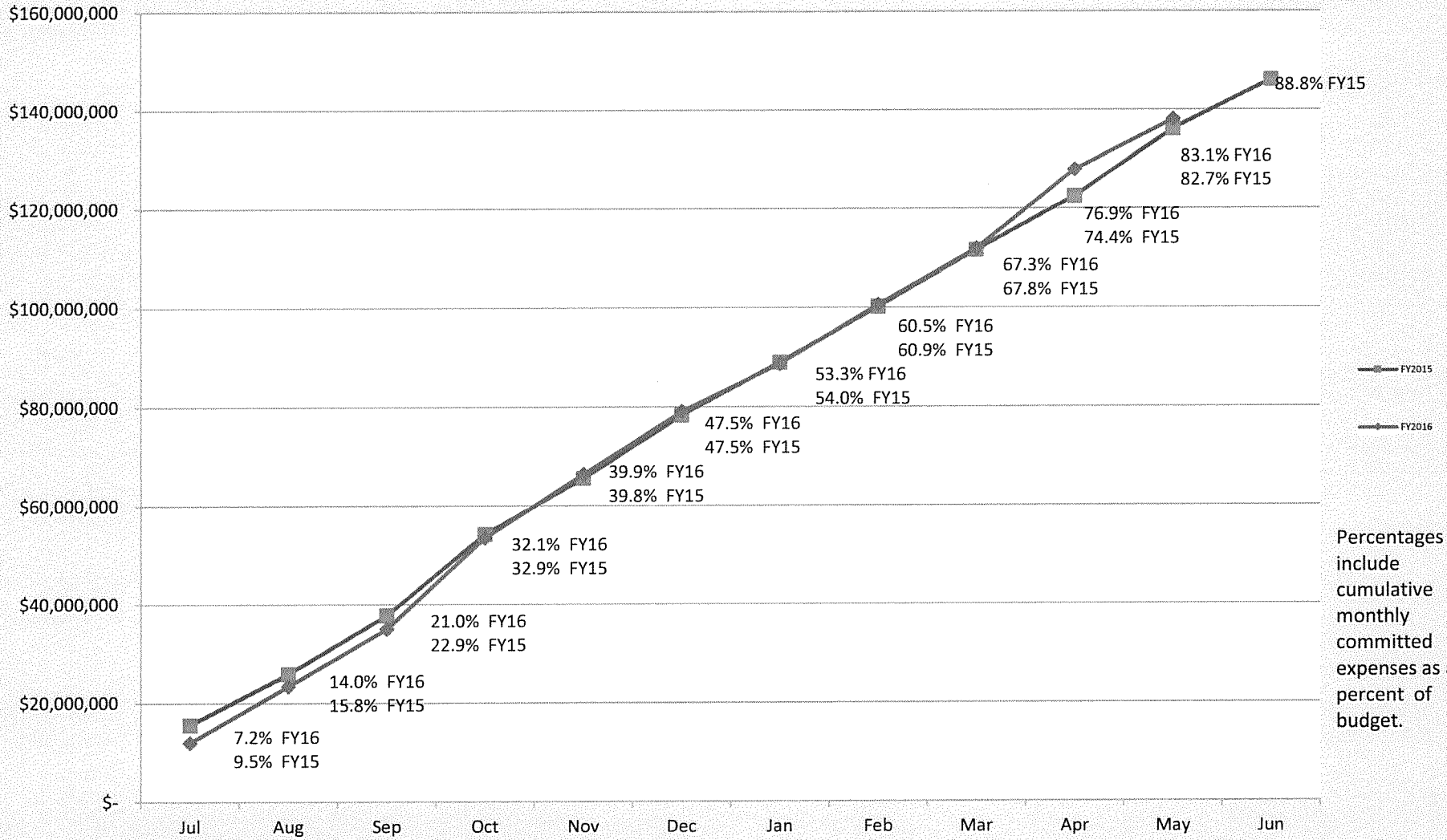
**COLLEGE OF DUPAGE**  
**FISCAL YEAR 2016 BUDGET AND EXPENDITURES**  
**May 31, 2016**  
As of May 31, 2016 24 of 26 Payrolls have occurred = 92.3%

DIVISION	ANNUAL BUDGET	EXPENDITURES (1) YEAR TO DATE	FUTURE COMMITMENTS	TOTAL COMMITTED	UNCOMMITTED BALANCE	% OF BUDGET COMMITTED
<b>EDUCATION FUND</b>						
President	\$ 940,890	\$ 489,798	\$ -	\$ 489,798	\$ 451,092	52.06%
Board of Trustees	126,966	40,573	573	41,146	85,820	32.41%
Government Relations	349,054	220,192	847	221,039	128,015	63.33%
<b>Executive Vice President</b>						
Executive VP Administration	425,244	476,333	-	476,333	(51,089)	112.01%
Academic Affairs Administration	4,672,626	3,348,572	47,208	3,395,780	1,276,846	72.67%
Business & Technology	16,205,860	14,821,837	113,923	14,935,760	1,270,100	92.16%
Health & Social Sciences	32,887,571	29,156,382	368,185	29,524,567	3,363,004	89.77%
Liberal Arts	22,464,136	20,387,766	103,598	20,491,364	1,972,772	91.22%
Library	10,346,987	8,352,429	153,685	8,506,114	1,840,873	82.21%
Continuing Education	2,507,298	2,750,394	82,840	2,833,234	(325,936)	113.00%
Academic Affairs Total	89,084,478	78,817,380	869,439	79,686,819	9,397,659	89.45%
Student Affairs	17,244,166	13,408,577	372,053	13,780,630	3,463,536	79.91%
Information Technology	15,240,197	12,591,110	537,734	13,128,844	2,111,353	86.15%
Plan & Inst Effectiveness	820,317	683,903	19,975	703,878	116,439	85.81%
<b>Total Executive Vice President</b>	<b>122,814,402</b>	<b>105,977,303</b>	<b>1,799,201</b>	<b>107,776,504</b>	<b>15,037,898</b>	<b>87.76%</b>
<b>Administrative Affairs</b>						
Administrative Affairs Admin.	513,990	331,154	4,752	335,906	178,084	65.35%
Business Affairs	2,109,384	1,734,026	227,441	1,961,467	147,917	92.99%
Police Department	2,254,817	1,940,242	62,946	2,003,188	251,629	88.84%
Finance Office	5,007,202	3,450,399	6,100	3,456,499	1,550,703	69.03%
Facilities/Plant Administration	4,818,335	3,715,112	311,387	4,026,499	791,836	83.57%
Risk Management	371,050	304,780	800	305,580	65,470	82.36%
General Institutional	17,988,044	10,969,977	22,304	10,992,281	6,995,763	61.11%
<b>Total Administrative Affairs</b>	<b>33,062,822</b>	<b>22,445,690</b>	<b>635,730</b>	<b>23,081,420</b>	<b>9,981,402</b>	<b>69.81%</b>
<b>Human Resources</b>	<b>2,809,031</b>	<b>2,074,572</b>	<b>72,581</b>	<b>2,147,153</b>	<b>661,878</b>	<b>76.44%</b>
<b>Development &amp; Foundation</b>	<b>1,787,249</b>	<b>1,104,026</b>	<b>14,597</b>	<b>1,118,623</b>	<b>668,626</b>	<b>62.59%</b>
<b>External Relations</b>	<b>4,325,054</b>	<b>2,958,276</b>	<b>224,579</b>	<b>3,182,855</b>	<b>1,142,199</b>	<b>73.59%</b>
<b>Total Education Fund:</b>	<b>\$ 166,215,468</b>	<b>\$ 135,310,430</b>	<b>\$ 2,748,108</b>	<b>\$ 138,058,538</b>	<b>\$ 28,156,930</b>	<b>83.06%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
Administrative Affairs	\$ 13,947,327	\$ 9,283,733	\$ 1,723,396	\$ 11,007,129	\$ 2,940,198	78.92%
Information Technology	632,628	345,252	233,682	578,934	53,694	91.51%
<b>Total Operations &amp; Maintenance Fund:</b>	<b>\$ 14,579,955</b>	<b>\$ 9,628,985</b>	<b>\$ 1,957,078</b>	<b>\$ 11,586,063</b>	<b>\$ 2,993,892</b>	<b>79.47%</b>
<b>Total General Funds</b>	<b>\$ 180,795,423</b>	<b>\$ 144,939,415</b>	<b>\$ 4,705,186</b>	<b>\$ 149,644,601</b>	<b>\$ 31,150,822</b>	<b>82.77%</b>

**NOTES:**

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

**College of DuPage  
FY2015 & FY2016 Education Fund Committed Expenditures  
Unaudited**

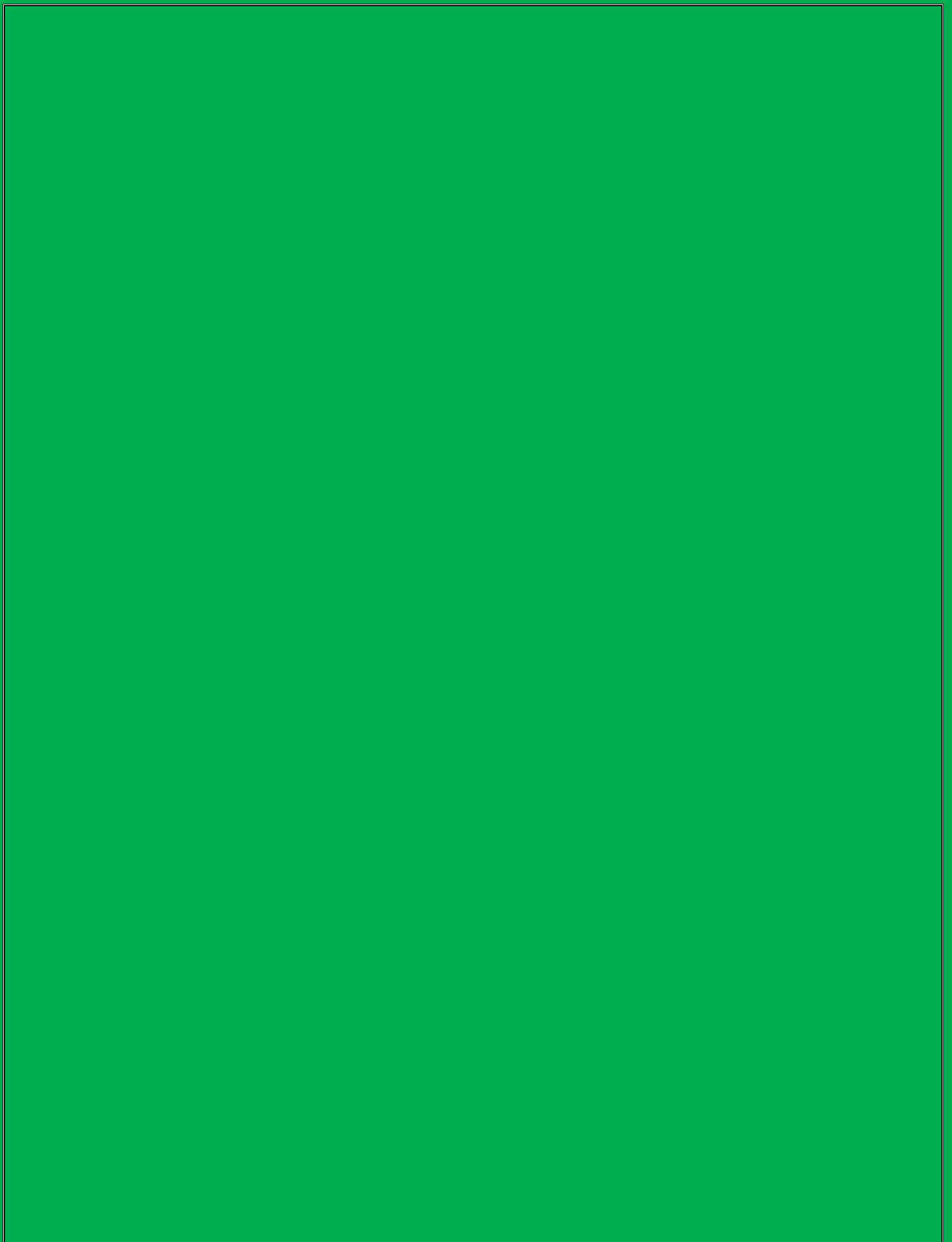


**COLLEGE OF DUPAGE**  
**Operating Cash Available to Pay Annual Operating Expenses**  
**as of May 31, 2016 - Unaudited**

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

	<u>Without Restrictions</u>	<u>Net of Board Approved Fund Balance Restrictions</u>
<b>Total Operating Cash/Investments</b>	<b>\$ 187,908,329</b>	<b>\$ 187,908,329</b>
<b>Current Fund Balance Restrictions</b>		
Future Pension Obligations	-	(17,000,000)
Information Technology Plan	-	(5,000,000)
Capital Development Board 25% Match	-	(6,250,000)
Retiree OPEB Liability	-	(14,000,000)
New Teaching and Learning Center	-	(33,000,000)
Funded Depreciation	-	(16,000,000)
<b>Current Fund Balance Restrictions</b>	<b>-</b>	<b>(91,250,000)</b>
<b>Net Operating Cash/Investments</b>	<b>187,908,329</b>	<b>96,658,329</b>
<b>FY2015 Operating Expenses *</b>	<b>159,870,543</b>	<b>159,870,543</b>
<b>Net % Of Operating Cash/Investments Available To Pay Annual Operating Expenses</b>	<b>117.5%</b>	<b>60.5%</b>

\* - Includes \$159.3 million of operating expenses (net of \$0.4 million of bad debt expense), plus \$0.6 million of transfers out.





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD INFORMATION**

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1. **SUBJECT**

Grants and Gifts Status Report.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

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

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

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

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

May 1 - May 31, 2016

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Stocks</b>	<b>Pledge Balance</b>	<b>Gifts-In-Kind</b>	<b>Planned</b>	<b>Total</b>
A.R.C. Memorial Scholarship	4	\$12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.00
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Func	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
Alice Giordano Alumni Scholarship	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
Athletic Department Support	2	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
Belushi Artist-In-Residence Fund	4	\$38.76	\$0.00	\$0.00	\$0.00	\$0.00	\$38.76
Buffalo Theatre Ensemble	1	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Carol Stream Community College Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Center for Entrepreneurship Fund for Workforce Development	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Chief George Graves Scholarship Fund	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Classified Personnel Committee (CPC) Scholarship Fund	4	\$30.40	\$0.00	\$285.00	\$0.00	\$0.00	\$315.40
COD Foundation's Returning Adult Scholarship	6	\$32.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.00
COD Foundation's Single Parent Scholarship	4	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
COD Foundation's Textbook Scholarship	6	\$38.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38.00
College of DuPage Faculty Association Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Community Education Farm Fund	5	\$28.34	\$0.00	\$0.00	\$0.00	\$0.00	\$28.34
Culinary & Hospitality Program	2	\$3.32	\$0.00	\$0.00	\$0.00	\$0.00	\$3.32
Donald Carter Memorial Scholarship	1	\$53.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53.00
Dr. Donald and Helen (Gum) Westlake Fund for Student Productions	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
Dr. Joseph and Donna Collins Student Success Scholarship	4	\$423.08	\$0.00	\$0.00	\$0.00	\$0.00	\$423.08
Dr. Robert J. Frank Scholarship	1	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00
Early Childhood Education Fund	6	\$86.76	\$0.00	\$0.00	\$0.00	\$0.00	\$86.76
Eileen Ward Textbook Scholarship	2	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00
Engineering Program Fund	2	\$23.08	\$0.00	\$0.00	\$0.00	\$0.00	\$23.08
Everyone Matters Scholarship Fund	2	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
Fine Arts Program	1	\$0.00	\$0.00	\$0.00	\$70.00	\$0.00	\$70.00
FUEL Pantry Fund	9	\$2,278.44	\$0.00	\$0.00	\$0.00	\$0.00	\$2,278.44
G.E.D. Scholarship Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
General Scholarship Endowment Fund	2	\$3.34	\$0.00	\$0.00	\$0.00	\$0.00	\$3.34
General Scholarship Fund	94	\$1,714.00	\$0.00	\$250.00	\$0.00	\$0.00	\$1,964.00
Glenbard North High School Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Hispanic-Latino Scholarship	4	\$54.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54.00
Homeland Security Programs	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
Honors Program Fund	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Horticulture Program	3	\$0.00	\$0.00	\$0.00	\$60,093.68	\$0.00	\$60,093.68
John Belushi Memorial Scholarship Fund	2	\$76.92	\$0.00	\$0.00	\$0.00	\$0.00	\$76.92
John K. and Nancy Ann Rutledge Pre-Nursing Scholarship	1	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Kathy Testa Memorial Challenge Scholarship	1	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00
Lakeside Pavilion Program Support	2	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
Library Development Fund	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
Lifelong Learning Program	4	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Margarita Salazar Respiratory Therapy Scholarship	3	\$116.00	\$0.00	\$406.00	\$0.00	\$0.00	\$522.00

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

May 1 - May 31, 2016

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Stocks</b>	<b>Pledge Balance</b>	<b>Gifts-In-Kind</b>	<b>Planned</b>	<b>Total</b>
McAninch Arts Center General Fund	42	\$3,984.12	\$0.00	\$5,000.00	\$300.00	\$0.00	\$9,284.12
Music Program Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
New Philharmonic Orchestra	13	\$895.00	\$0.00	\$600.00	\$0.00	\$0.00	\$1,495.00
Nursing Alumni Scholarship	3	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00
Resource for Excellence Fund	25	\$985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$985.00
Reverend Dr. Martin Luther King Jr. Scholarship	1	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Steve Clifton Memorial Scholarship	1	\$799.00	\$0.00	\$0.00	\$0.00	\$0.00	\$799.00
Student Crisis Emergency Fund	5	\$515.00	\$0.00	\$285.00	\$0.00	\$0.00	\$800.00
Student Leadership Academy Program Support	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Study Abroad Scholarship Fund	7	\$174.00	\$0.00	\$260.00	\$0.00	\$0.00	\$434.00
The Christopher Drop Welding Scholarship	1	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00
Troy Scholarship for Engineering	2	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
Troy Scholarship for Nursing	2	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
US Bank Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Vocational Skills Program Fund for Special Populations	2	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
WDCB Employer Matching Gift Revenue (EMG)	1	\$0.00	\$0.00	\$60.00	\$0.00	\$0.00	\$60.00
WDCB Future Fund	2	\$120.06	\$0.00	\$0.00	\$0.00	\$0.00	\$120.06
WDCB Individual Gifts	1,243	\$32,231.15	\$0.00	\$0.00	\$0.00	\$0.00	\$32,231.15
WDCB Underwriting	19	\$29,456.20	\$0.00	\$0.00	\$0.00	\$0.00	\$29,456.20
William W. Steele Memorial Scholarship	2	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00
Youth Leadership Program	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
<b>Grand Totals:</b>		<b>\$90,449.97</b>	<b>\$0.00</b>	<b>\$10,146.00</b>	<b>\$60,463.68</b>	<b>\$0.00</b>	<b>\$161,059.65</b>

1,581 Gift(s) listed

1,460 Donor(s) listed

**College of DuPage Foundation**  
**Fiscal Year 2016 Gift Summary Report**  
Year-to-Date as of May 31, 2016

<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Stocks</b>	<b>Pledge Balance</b>	<b>In-Kind</b>	<b>Planned</b>	<b>Total</b>
A.R.C. Memorial Scholarship	52	\$744.00	\$0.00	\$279.50	\$0.00	\$0.00	\$1,023.50
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund	26	\$620.00	\$0.00	\$130.00	\$0.00	\$0.00	\$750.00
Alice Giordano Alumni Scholarship	25	\$120.00	\$0.00	\$253.50	\$0.00	\$0.00	\$373.50
Athletic Department Support	24	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00
August Zarcone Memorial Scholarship	2	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
August Zarcone Memorial Scholarship Endowment	2	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00
Automotive Service Technology Program	7	\$0.00	\$0.00	\$0.00	\$15,760.00	\$0.00	\$15,760.00
Batavia Plain Dirt Gardeners Scholarship	2	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Belushi Artist-In-Residence Fund	76	\$4,560.18	\$0.00	\$1,934.82	\$0.00	\$0.00	\$6,495.00
Betty and Ron Krupp Veterans Scholarship	2	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Bison Cares Educational Scholarship	1	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00
Buffalo Theatre Ensemble	1	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Cancer Federation Scholarship	1	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
Carol Stream Community College Scholarship	25	\$240.00	\$0.00	\$380.00	\$0.00	\$0.00	\$620.00
Catherine M. Brod Scholarship for Speech and Theatre	9	\$692.28	\$0.00	\$0.00	\$0.00	\$0.00	\$692.28
Center for Entrepreneurship Fund for Workforce Development	25	\$240.00	\$0.00	\$260.00	\$0.00	\$0.00	\$500.00
Certificate of GED Scholarship	3	\$10,275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,275.00
Chief George Graves Scholarship Fund	33	\$320.00	\$0.00	\$312.00	\$0.00	\$0.00	\$632.00
Classified Personnel Committee (CPC) Scholarship Fund	27	\$199.80	\$0.00	\$485.00	\$0.00	\$0.00	\$684.80
Cleve Carney Endowed Art Fund	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
COD Foundation's Achievers Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
COD Foundation's Returning Adult Scholarship	55	\$229.00	\$0.00	\$351.00	\$0.00	\$0.00	\$580.00
COD Foundation's Single Parent Scholarship	50	\$530.00	\$0.00	\$260.00	\$0.00	\$0.00	\$790.00
COD Foundation's Textbook Scholarship	40	\$391.00	\$0.00	\$530.00	\$0.00	\$0.00	\$921.00
College of DuPage Faculty Association Scholarship	26	\$1,240.00	\$0.00	\$260.00	\$0.00	\$0.00	\$1,500.00
Community Education Farm Fund	72	\$395.08	\$0.00	\$260.00	\$0.00	\$0.00	\$655.08
Culinary & Hospitality Program	27	\$339.84	\$0.00	\$86.67	\$0.00	\$0.00	\$426.51
Culinary Student Scholarship (Teen Culinary Challenge)	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
DeLara Family Scholarship Fund	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
Donald Carter Memorial Scholarship	25	\$1,269.00	\$0.00	\$1,378.00	\$0.00	\$0.00	\$2,647.00
Dr. Donald and Helen (Gum) Westlake Fund for Student Productions	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
Dr. Joseph and Donna Collins Student Success Scholarship	51	\$4,386.16	\$0.00	\$4,653.84	\$0.00	\$0.00	\$9,040.00
Dr. Robert J. Frank Scholarship	4	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
DuPage Chapter Mothers and More Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
E.R. Valintis Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Early Childhood Education Fund	101	\$5,336.12	\$0.00	\$1,590.88	\$0.00	\$0.00	\$6,927.00
Eileen Ward Textbook Scholarship	8	\$1,950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950.00
Engineering Program Fund	10	\$6,674.62	\$0.00	\$460.38	\$1,100.00	\$0.00	\$8,235.00
Everyone Matters Scholarship Fund	29	\$698.00	\$0.00	\$130.00	\$0.00	\$0.00	\$828.00
Fine Arts Program	1	\$0.00	\$0.00	\$0.00	\$70.00	\$0.00	\$70.00
Flexible Steel Lacing Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Floral Design Memorial Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
Football Program Fund	1	\$492.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492.00
Forbes Electric /Keller Margery Maurer Scholarship Endowment	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
FUEL Pantry Fund	10	\$2,278.44	\$0.00	\$52.00	\$0.00	\$0.00	\$2,330.44
G.E.D. Scholarship Fund	18	\$7,893.73	\$0.00	\$25.00	\$0.00	\$0.00	\$7,918.73

**College of DuPage Foundation**  
**Fiscal Year 2016 Gift Summary Report**

Year-to-Date as of May 31, 2016

Fund Description	Gift Count	Cash	Stocks	Pledge Balance	In-Kind	Planned	Total
General Athletic Programs	1	\$0.00	\$0.00	\$650.00	\$0.00	\$0.00	\$650.00
General Scholarship Endowment Fund	25	\$40.08	\$0.00	\$86.67	\$0.00	\$0.00	\$126.75
General Scholarship Fund	371	\$14,744.00	\$0.00	\$4,494.00	\$0.00	\$0.00	\$19,238.00
George Macht Endowment	1	\$0.00	\$10,057.25	\$0.00	\$0.00	\$0.00	\$10,057.25
Glenbard North High School Scholarship	2	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
H. J. Kleemann Engineering Scholarship	3	\$500.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$2,300.00
Hawthorn Garden Club Scholarship Fund	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Healthcare Instructional Support	2	\$100.00	\$0.00	\$0.00	\$4,902.00	\$0.00	\$5,002.00
Healthcare Instructional Support Endowment	1	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Hispanic-Latino Scholarship	50	\$648.00	\$0.00	\$702.00	\$0.00	\$0.00	\$1,350.00
Homeland Security Programs	26	\$15,120.00	\$0.00	\$130.00	\$0.00	\$0.00	\$15,250.00
Honors Program Fund	9	\$160.00	\$0.00	\$252.00	\$0.00	\$0.00	\$412.00
Horticulture Program	3	\$0.00	\$0.00	\$0.00	\$60,093.68	\$0.00	\$60,093.68
Horticulture Student Competition	5	\$532.86	\$0.00	\$0.00	\$0.00	\$0.00	\$532.86
HSTI Program Development and Training Fund	1	\$0.00	\$0.00	\$0.00	\$3,400.00	\$0.00	\$3,400.00
ICCSF Healthcare Scholarship	2	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
IDEA Center Program Support Fund	1	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Iyer Chemistry Scholarship	2	\$1,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$3,000.00
Jill Johnson Hall Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
John Belushi Memorial Scholarship Fund	35	\$1,355.16	\$0.00	\$0.00	\$0.00	\$0.00	\$1,355.16
John K. and Nancy Ann Rutledge Pre-Nursing Scholarship	2	\$1,500.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$4,500.00
Kathy Marszalek Memorial Scholarship	2	\$2,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$8,000.00
Kathy Testa Memorial Challenge Scholarship	2	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00
Lakeside Pavilion Program Support	237	\$3,201.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$8,201.00
Library Development Fund	4	\$103.54	\$0.00	\$0.00	\$1,456.00	\$0.00	\$1,559.54
Lifelong Learning Program	63	\$4,165.00	\$0.00	\$795.00	\$0.00	\$0.00	\$4,960.00
Luke Laudolf Memorial Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
MAC Madness Event	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
MAC Motown Event	119	\$26,731.15	\$0.00	\$250.00	\$8,280.00	\$0.00	\$35,261.15
MACtastic Treat Seats - Tickets for Kids and Families Endowment	1	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Margarita Salazar Respiratory Therapy Scholarship	26	\$1,392.00	\$0.00	\$406.00	\$0.00	\$0.00	\$1,798.00
Marriott Chicagoland Business Council Hospitality Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Matt Rassier Memorial Endowed Scholarship	2	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Matt Rassier Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Mayes/McLean Scholarship	2	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
McAninch Arts Center General Fund	272	\$29,112.55	\$1,000.00	\$7,094.15	\$4,895.00	\$0.00	\$42,101.70
McAninch Endowment for the Arts Fund	1	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Meteorology Program Fund	9	\$535.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00
Michael Browning Memorial Scholarship	1	\$2,335.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,335.00
Morrissey Dental Hygiene Scholarship	1	\$0.00	\$2,045.24	\$0.00	\$0.00	\$0.00	\$2,045.24
Music Program Fund	26	\$120.00	\$0.00	\$216.66	\$0.00	\$0.00	\$336.66
Naperville Community Gardeners Scholarship	1	\$0.00	\$0.00	\$78.00	\$0.00	\$0.00	\$78.00
Naperville Rotary Charities and the Rotary Club of Naperville Scholarship	1	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
Naperville Woman's Club Scholarship	1	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
New Philharmonic Orchestra	373	\$94,115.70	\$0.00	\$98,385.00	\$0.00	\$0.00	\$192,500.70
Norman F. Hallis Memorial Scholarship for Automotive Technology Excellence	1	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00

**College of DuPage Foundation**  
**Fiscal Year 2016 Gift Summary Report**

Year-to-Date as of May 31, 2016

Fund Description	Gift Count	Cash	Stocks	Pledge Balance	In-Kind	Planned	Total
Nursing Alumni Scholarship	16	\$280.00	\$0.00	\$70.00	\$0.00	\$0.00	\$350.00
Paralegal Studies Program Scholarship	2	\$1,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$3,000.00
Resource for Excellence Fund	278	\$63,764.84	\$31,871.73	\$3,246.00	\$326.00	\$0.00	\$99,208.57
Reverend Dr. Martin Luther King Jr. Scholarship	2	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
Rocio Automotive Technology Scholarship	2	\$500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$3,000.00
Rocio Computer & Internetworking Technology (CIT) Scholarship	2	\$500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$3,000.00
Ron & Lois Nivling Scholarship for Liberal Arts Students	5	\$3,857.78	\$0.00	\$0.00	\$0.00	\$0.00	\$3,857.78
Ronald Lemme Lecture Series	7	\$1,250.00	\$0.00	\$26.00	\$0.00	\$0.00	\$1,276.00
Rotary - Naperville Downtown Scholarship	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Ruth Nechoda Memorial Endowment	8	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Ruth Walbeck Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Second Year Nursing Scholarship	2	\$2,000.00	\$0.00	\$104.00	\$0.00	\$0.00	\$2,104.00
Steve Clifton Memorial Scholarship	1	\$799.00	\$0.00	\$0.00	\$0.00	\$0.00	\$799.00
Student Crisis Emergency Fund	99	\$8,065.07	\$0.00	\$285.00	\$7,444.00	\$0.00	\$15,794.07
Student Leadership Academy Program Support	26	\$990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$990.00
Study Abroad - Criminal Justice Scholarship	1	\$8,480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,480.00
Study Abroad Scholarship Fund	59	\$2,223.00	\$0.00	\$564.00	\$0.00	\$0.00	\$2,787.00
The Christopher Drop Welding Scholarship	4	\$1,005.00	\$0.00	\$385.00	\$0.00	\$0.00	\$1,390.00
Tom Galloway Memorial Scholarship	2	\$1,449.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,449.00
Troy Scholarship for Engineering	25	\$300.00	\$0.00	\$325.00	\$0.00	\$0.00	\$625.00
Troy Scholarship for Nursing	25	\$300.00	\$0.00	\$325.00	\$0.00	\$0.00	\$625.00
US Bank Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Veteran Services Program	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
Veterans Textbook Scholarship	7	\$560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$560.00
Vocational Skills Program Fund for Special Populations	27	\$305.00	\$0.00	\$195.00	\$0.00	\$0.00	\$500.00
WDCB Employer Matching Gift Revenue (EMG)	54	\$9,438.50	\$0.00	\$1,732.50	\$0.00	\$0.00	\$11,171.00
WDCB Events	172	\$26,572.68	\$0.00	\$0.00	\$0.00	\$0.00	\$26,572.68
WDCB Future Fund	19	\$1,629.29	\$0.00	\$0.00	\$0.00	\$0.00	\$1,629.29
WDCB Individual Gifts	15,650	\$627,473.33	\$0.00	\$390.00	\$0.00	\$9,253.45	\$637,116.78
WDCB Merchandising	49	\$1,317.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,317.50
WDCB Underwriting	187	\$178,349.95	\$0.00	\$0.00	\$0.00	\$0.00	\$178,349.95
Wilbur Walker Dodge Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
William W. Steele Memorial Scholarship	25	\$840.00	\$0.00	\$910.00	\$0.00	\$0.00	\$1,750.00
Youth Leadership Program	25	\$120.00	\$0.00	\$130.00	\$0.00	\$0.00	\$250.00
Yvonne Marie Lanners Scholarship	1	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
<b>Grand Totals:</b>		<b>\$1,389,580.23</b>	<b>\$44,974.22</b>	<b>\$164,099.57</b>	<b>\$107,726.68</b>	<b>\$17,253.45</b>	<b>\$1,723,634.15</b>

19,361 Gift(s) listed  
6,768 Donor(s) listed

**College of DuPage  
FY16 Grants Awarded Report  
July 1, 2015 - May 31, 2016**

*Note: New Entries in Bold*

<b>ALLOCATED GRANTS</b>								
Grantor	Project Title	Department	Project Director	Type	Amount	Start Date	End Date	Description
US Department of State/ Northern Virginia Community College	<b>CCIP - Community College Initiative Program</b>	<b>Field &amp; Experimental Learning</b>	<b>Nicole Spizzirri</b>	<b>Federal</b>	<b>\$131,344</b>	<b>7/1/16</b>	<b>6/30/17</b>	<b>Providing opportunities for individuals from other countries to develop leadership, professional skills and English language proficiency, while studying at a community college in the United States.</b>
Corporation for Public Broadcasting (CPB)	Radio Community Service Grant	WDCB	Dan Bindert	Private	\$164,084	10/1/2015	9/30/2017	General operating support for WDCB radio station
Illinois Community College Board	Perkins Postsecondary Career and Technical Educaiton Program	Academic Affairs	Jean Kartje Jonita Ellis	Federal	\$841,371	7/1/15	6/30/16	FY16 Federal Allocation - The Carl D. Perkins Career and Technical Education grant is awarded from the US Government to the states and then allocated to various schools within IL based on programs and student population numbers in the Career and Technical Programs.
Illinois Community College Board	ABE/GED/ESL Program Funding	Continuing Education	Dan Deasy	Federal	\$760,788	7/1/15	6/30/16	FY16 Federal Allocation - for COD Adult Basic Education General Educational Development and English as a Second Language programming
US Department of State/ Northern Virginia Community College	<b>CCIP - Community College Initiative Program</b>	<b>Field &amp; Experimental Learning</b>	<b>Nicole Spizzirri</b>	<b>Federal</b>	<b>\$143,825</b>	<b>7/1/15</b>	<b>6/30/16</b>	<b>Providing opportunities for individuals from other countries to develop leadership, professional skills and English language proficiency, while studying at a community college in the United States.</b>

**College of DuPage  
FY16 Grants Awarded Report  
July 1, 2015 - May 31, 2016**

*Note: New Entries in Bold*

NSF/ Lewis University	Robert Noyce Scholarship Program  Creating Educational Opportunities in STEM (CEOS) project	Teacher Preparation		Federal	\$120,000	10/1/15	9/30/20	Partnership with Lewis University Creating Educational Opportunities in STEM (CEOS) project. The CEOS project will examine the impact of engaging 36 scholars in reality-based teaching and its potential to improve their critical thinking, research, and communication skills, as well as their ability to transfer the knowledge they gain in the Reality-Based Learning Practicum to the 6-12 classroom.  ***120,000 ESTIMATED over 5 year grant period**
<b>ALLOCATED GRANTS</b> (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.)					<b>\$2,161,412</b>			



**College of DuPage  
 FY16 Grants Awarded Report  
 July 1, 2015 - May 31, 2016**

*Note: New Entries in Bold*

<b>COMPETITIVE REBATES</b>							
<b>COMPETITIVE REBATES</b> (Includes rebates from State, Federal and Private Agencies where the application was in competition with other proposals and awards were made to a select number of organizations based on the quality of the submission.)						<b>\$0.00</b>	

**College of DuPage**  
**FY16 Grants Awarded Report**  
**July 1, 2015 - May 31, 2016**

*Note: New Entries in Bold*

<b>COMPETITIVE GRANTS</b>								
<b>Grantor</b>	<b>Project Title</b>	<b>Department</b>	<b>Project Director</b>	<b>Type</b>	<b>Amount</b>	<b>Start Date</b>	<b>End Date</b>	<b>Description</b>
US Department of Justice	Bulletproof Vest Partnership Program	COD Police Department	Ray Snisko	Federal	\$7,118	8/11/2015	8/31/2017	Funding to purchase bulletproof vests for COD Police Department
Illinois Department of Commerce and Economic Opportunity	Small Business Development Center /International Trade Center (SBDC/ITC) **Federal Portion ONLY**	Center for Entrepreneurship	Rita Haake	Federal	\$43,875	1/1/2016	12/31/2016	Operating support for Illinois SBDC/ITC at College of DuPage. To provide resource, training, and advising activities to meet business development needs of small businesses within the COD community.
Illinois State Library / Literacy Office	"Leer Es Poder" Family Literacy	ABE/GED/ESL	Dan Deasy	State	\$35,000	7/1/2015	6/30/2016	EER ES PODER family literacy program to parents and preschool children within the community.
Illinois Department of Commerce and Economic Opportunity	Procurement and Technical Assistance Center (PTAC) **Federal Portion ONLY	Center for Entrepreneurship	Rita Haake	Federal	\$51,000	7/1/2015	6/30/2016	Illinois Procurement Technical Assistance Centers are a portal for small businesses looking to enter the world of government contracting. The centers provide one-on-one counseling, technical information, marketing assistance and training to existing businesses interested in selling their goods and services to local, state and/or federal government agencies. This funding provides a continuation of funding toward the Center for Entrepreneurship. Due to state budget holds, IL DCEO has only released the federal portion of funds due to the site, the state portion release date TBA.
Institute of Museum and Library Sciences (IMLS)	Sparks FY15 - TOOLS: Targeted Outreach for Optimum Library Service	Health & Sciences/ Library	Derrick Willis/ Laura Burt-Nicholas	Federal	\$25,000	10/1/15	9/30/16	The goal of the proposed project TOOLS: Targeted Outreach for Optimum Library Service is to utilize ethnographic research to develop and implement strategies for increasing and improving library usage among all student groups
Motorola Solutions Foundation	Citizens Public Safety Academy (Yr 2)	Continuing Education	Dan Deasy	Private	\$15,000	1/1/16	12/31/16	Year 2 Funding for Citizens Public Safety Academy Training Sessions
IL Gateways - IL Professional Development System	2015 Illinois ECE Credential Alignment Support Project	Early Childhood Education	Jean Zarr	Private	\$3,000	11/1/15	10/31/16	Individual-based scholarship opportunity for eligible practitioners working in Early Care and Education (ECE) or school-age care programs.
<b>COMPETITIVE GRANTS</b> (Includes grants from federal, state and private grantors where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.)					<b>\$179,993</b>			

**College of DuPage  
 FY16 Grants Awarded Report  
 July 1, 2015 - May 31, 2016**

*Note: New Entries in Bold*

IN KIND GRANTS								
Grantor	Project Title	Department	Project Director	Type	Value	Start Date	End Date	Description
<b>IN KIND GRANTS</b> (Includes donations that have been granted to the institution for a particular period of time.)					<b>\$0</b>			
<b>FY16 Total Grants Awarded as of July 1, 2015</b>					<b>\$2,341,405</b>			

**College of DuPage**  
**FY16 Vendor Donations Report**

July 1, 2015 – May 31, 2016

**VENDOR DONATIONS RECEIVED BY THE COLLEGE**

YTD as of May 31, 2016

**AUGUST 2015**

*Follett Higher Education Group, Inc*

6,641.45 In-Kind Textbook Donation to Library

6,641.45

**NOVEMBER 2015**

*Pepsi Beverages Company*

51,000.00 2015 Sponsorship Payment

1,000.00 2015 Sustainability Support Payment

2,000.00 2015 Fundraising Support Payment

54,000.00

*Sodexo America, LLC*

20,000.00 Annual Gift

20,000.00

**JANUARY 2016**

*Pepsi Beverages Company*

51,000.00 2016 Sponsorship Payment

51,000.00

**FEBRUARY 2016**

*Pepsi Beverages Company*

1,000.00 2016 Sustainability Support Payment

2,000.00 2016 Fundraising Support Payment

3,000.00

**MARCH 2016**

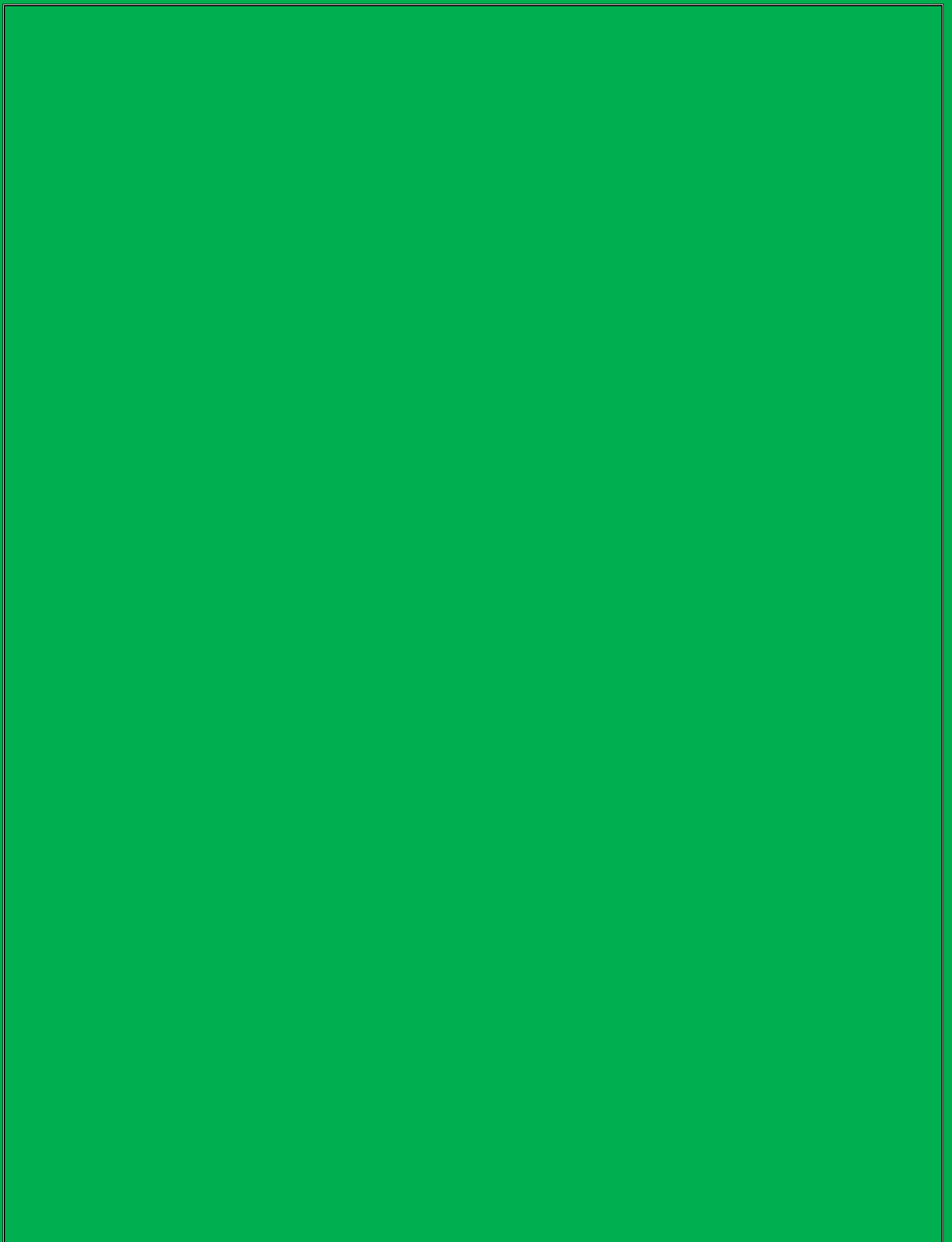
*NO donations were received*

**APRIL 2016**

*NO donations were received*

**MAY 2016**

*NO donations were received*



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

**BOARD INFORMATION**

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1. **SUBJECT**

Construction Change Orders for Board Information.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

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

a) **Referendum-Related Projects**

*College Requested Change:* HTC Legat #05 and #06.

b) **Capital Budget Projects**

*Unforeseen Condition Change:* Westmont Testing Center, JMA Construction #01.

**SUMMARY OF CONSTRUCTION CHANGE ORDERS**

a) REFERENDUM-RELATED PROJECTS

**HOMELAND TRAINING CENTER (HTC):** The change orders listed below for the Homeland Training Center do not increase the overall project budget. All costs listed below will be removed from or added (credits) to the project contingency.

- **HTC – POWER PCI #119: \$3,230.00.** This change is for the additional 2'-0" of acoustical panels installed across the rear of the shooting range. It was determined the acoustics in the range would improve if the acoustical board did not stop at 8'-0" above the finished floor but continued up the wall to meet the ceiling. This was a College required change order. Funds will be removed from the Owner's contingency.

Subcontractor	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
Firing Range	\$1,237,400.00	(\$16,975.00)	\$2,984.00	\$1,223,409.00
Power G.C.		See Summary Below	\$138.00	See Summary Below
Power Fee		See Summary Below	\$82.00	See Summary Below
Power Insurance		See Summary Below	\$26.00	See Summary Below
<b>Total this C.O.</b>			<b>\$3,230.00</b>	

**Summary of Power's CM Fee, General Condition's and Insurance adjustments for the HTC above listed change orders: \$3,230.00** The table below summarizes the adjustments to the Power CM contract resulting from and included in each of the change orders listed above and referenced herein. This summary includes PCI #119.

Construction Manager (CM)	Original Contract	Change Orders Amount to Date	Total of Above Change Orders	New Contract Value
Power G.C.	\$520,561.62	(\$98,913.58)	\$138.00	\$421,786.04
Power Fee	\$332,436.43	(\$9,546.43)	\$82.00	\$322,972.00
Power Insurance	\$105,578.79	(\$5,693.79)	\$26.00	\$99,911.00
<b>Total this C.O.</b>			<b>\$246.00</b>	

- **HTC – RANGE SYSTEMS CO #01: \$1,030.00.** This change is for two (2) additional handicapped shooting tables which will attach to the existing portable stalls. This is a College requested change order. Funds will be removed from the Owner's contingency.

Subcontractor	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
Range System	\$43,300.00	\$0.00	\$1,030.00	\$44,330.00
<b>Total this C.O.</b>			<b>\$1,030.00</b>	

None of the changes above increased the overall Budget of the HTC project. All funds were removed from or added to the Owners contingency. Below are the remaining Owner Contingency Funds.

Project Contingency Balance:	\$259,416.96
Total Cost transfer to Contingency	<u>(\$4,260.00)</u>
Remaining Project Contingency Balance	\$255,156.96

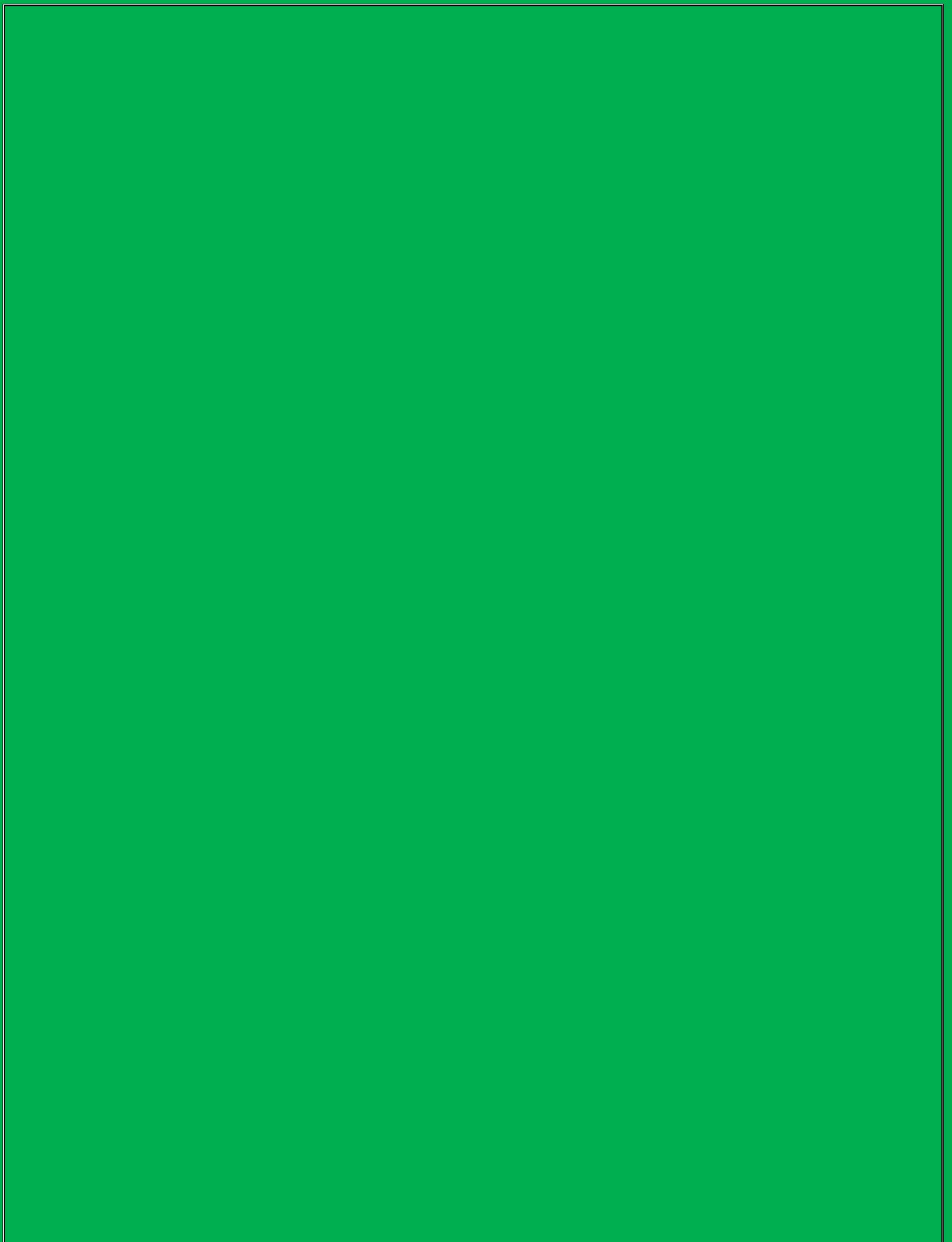
b) CAPITAL BUDGET PROJECTS

- **WESTMONT TESTING CENTER – JMA CONSTRUCTION #01: \$10,350.00.** This change is for additional work to remove and replace two door frames and inset hardware from existing system. Original contract called for replacement of door and header slabs only. This is an unforeseen condition change.

Contractor	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
JMA Construction	\$181,000	\$0.00	\$10,350.00	\$191,350.00
<b>Total this C.O.</b>			<b>\$10,350.00</b>	

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



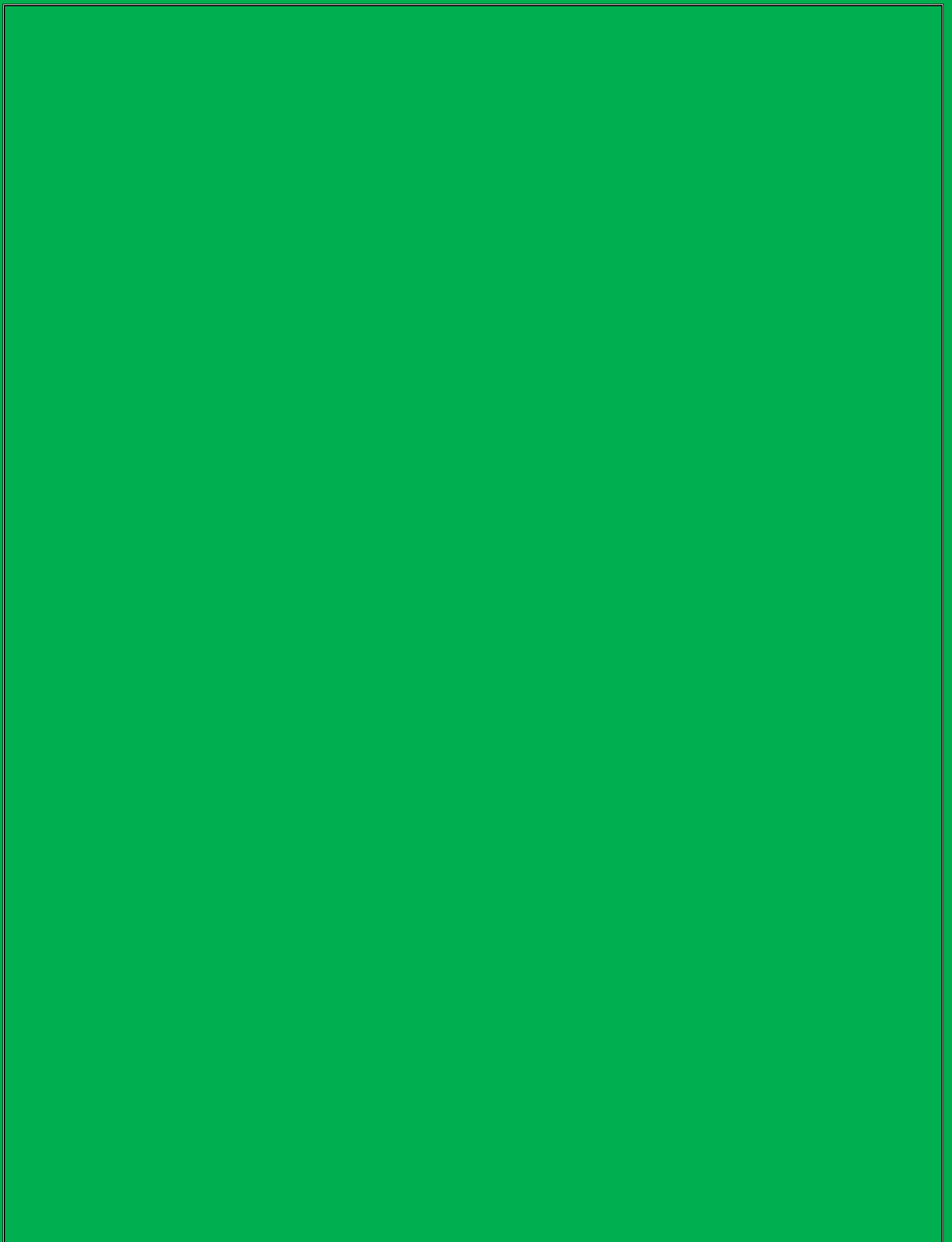


## **CONSENT AGENDA**

- a. **Purchase of Radiography Model C-Arm Fluoroscopic Unit**
- b. **Treasurer's Surety Bond**
- c. **Property, General Liability, Workers' Compensation, Student Malpractice, Board Legal Liability and Athletic Insurance Renewal for FY2017**
- d. **Purchase of a Professional Printing Solution for the Graphic Design Program**
- e. **FY17 Compensation for Non-union, Part-Time Teaching Faculty Credit Assignments/Part-Time Librarians, Non-credit, Non-Classroom Oriented Assignments**
- f. **Renewal of Vendor Contracts for Library**
- g. **Renewal of a ten-year lease with DuPage Area Occupational and Education System (DAOES)**
- h. **Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER)**
- i. **Non-bid Purchase of 15,000 test units from ACCUPLACER**
- j. **Addendum to the Facility Use Agreement between DuPage Area Occupational Education System (DAOES) and College of DuPage**

- k. Administrator Approvals**
- l. Contract Amendment with Workplace Answers, LLC for Online Compliance Training Courses**
- m. Minutes of the May 2, 2016 Special Board of Trustees Meeting**
- n. Minutes of the May 5, 2016 Special Board of Trustees Meeting**
- o. Minutes of the May 19, 2016 Regular Board of Trustees Meeting**
- p. Minutes of the May 22, 2016 Board Retreat**
- q. Elevator Maintenance Services**
- r. Athletic Training Services**
- s. Purchase of a full-sized, 70 passenger school or transit bus for instruction and operation within the COD CDL Professional Truck Driver Training Program**
- t. Annual Purchase of Print and Digital Advertising with the Chicago Tribune**
- u. Planned Annual Aggregate Spend for Radio, Social Media, Search Engine Marketing and Online Advertising with Zehnder Communications**
- v. Annual Purchase of Print and Digital Advertising with the Daily Herald**
- w. Annual ICCB Ramp Document**

- x. Approval to release historical closed session meeting minutes**
- y. Budget, Business Plan and Contract with Buffalo Theatre Ensemble**
- z. Trustee Reimbursements**
- aa. Settlement of pending litigation: *Schaefges Brothers, Inc. v. College of DuPage*, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois**
- bb. Nomination of Secretary Napolitano for ACCT Committee**
- cc. Purchase of Rotary Mower**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Radiography Model C-arm Fluoroscopic Unit.

2. **REASON FOR CONSIDERATION**

Bid items that reach \$25,000 or more must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

<b>Year</b>	<b>Budget</b>	<b>YTD Spend</b>	<b>Variance</b>
FY15	\$103,782	\$91,142.00	\$12,640
FY16	\$249,999.96	\$207,784.00	\$42,215.96

This bid represents the purchase of a Model C-Arm Fluoroscopic Unit at a cost of \$34,000.00 for the Radiography program in Fiscal Year 2016. The Radiography lab does not currently own a c-arm fluoroscopy unit for students to get the hands-on practice needed to become fully competent on the device prior to graduation. Students rotate through surgery at a hospital in their second year of the Radiography program. However, due to the stressful nature of this environment, students do not always have the opportunity to operate the c-arm unit at all facilities. Therefore, it has been observed that c-arm competency is the greatest area of weakness reflected in graduate and employer satisfaction surveys. Having a c-arm unit available for students to practice in the stress-free environment of the Radiography lab will greatly improve their confidence and competence before they rotate through a surgery department.

A legal notice was placed and an Invitation to Bid was advertised. Nineteen (19) Vendors were solicited. There were eighteen (18) downloads of the bid documents from the website. Six (6) bids were received; no minority/women-owned or in-district businesses responded. A summary of the results is tabulated below:

<b>Bidder</b>	<b>Total Contract Price</b>	<b>Model</b>	<b>Warranty</b>
<b>Jem Medical, Inc.</b>	<b>\$34,000.00</b>	<b>GE OEC 9600</b>	<b>One Year</b>
Pursuit Medical Imaging	\$45,000.00	GE OEC 9800 ESP 9"	One Year
Blue Ox Medical Technologies	\$38,000.00	GE OEC 9600	One Year
GE Healthcare	\$70,000.00	GE OEC 9800 ESP 9"	One Year
Siemens Healthcare	\$61,911.00	Siemens Cios Select	One Year
Products Unlimited, CHC	\$35,859.00	GE OEC 9600	One Year

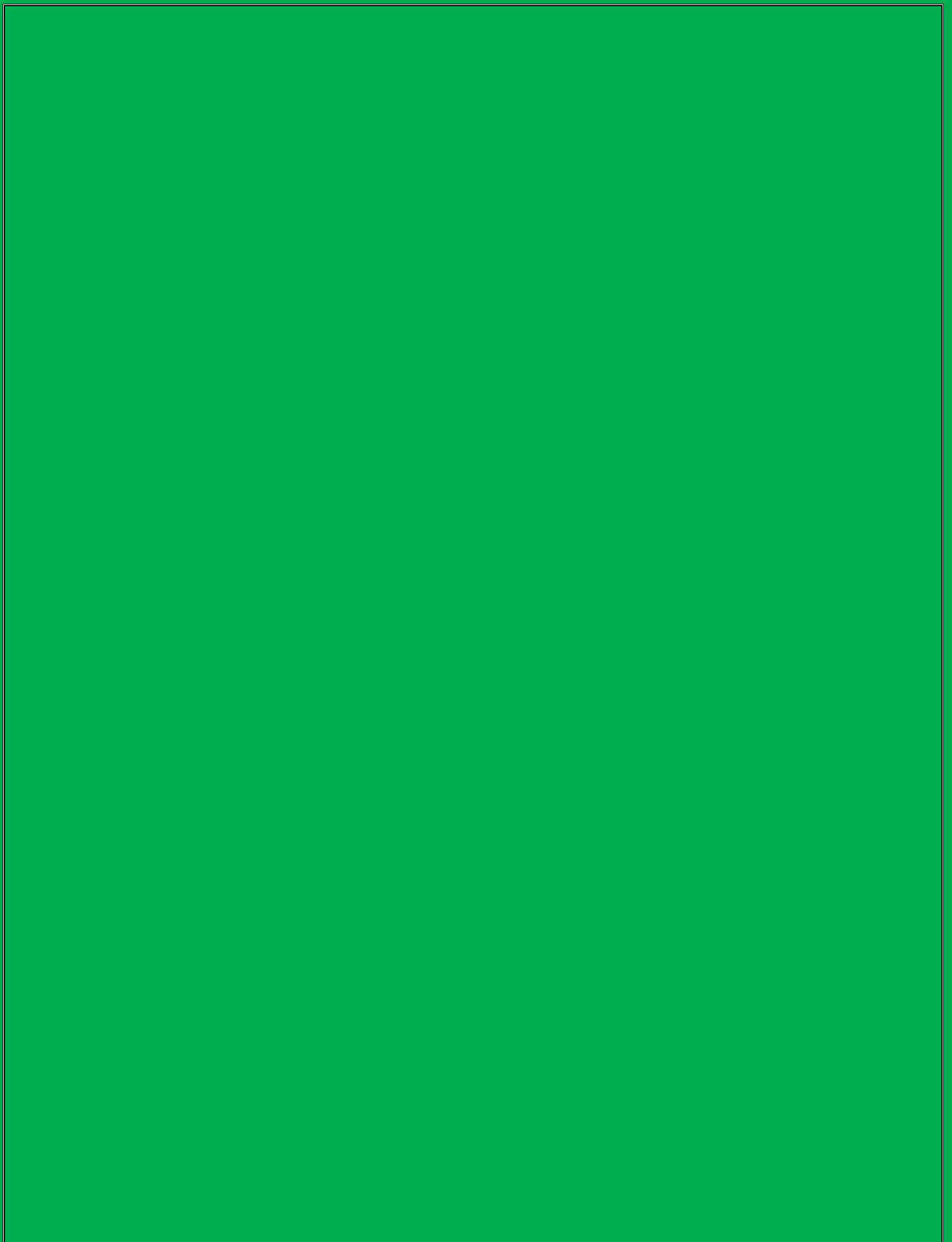
Low bidder shaded

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

4. RECOMMENDATION

That the Board of Trustees approve the Radiography Model C-Arm Fluoroscopic Unit for the Radiography program with Jem Medical, Inc., 354 W. Maple Street, Suite 1017, New Lenox, IL 60451, for a not to exceed amount of \$34,000.00.

Staff Contact: Professor Jeff Papp, Radiation Therapy Program Coordinator  
Assistant Professor Shelli Thacker, Radiography Program Coordinator.





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Approval of Treasurer's Surety Bond.

2. **REASON FOR CONSIDERATION**

These surety bonds, which run current with our fiscal year, are required by State law and need to be approved by the Board on an annual basis.

3. **BACKGROUND INFORMATION**

The Public Community College Act (110/ILCS 805) requires that a surety bond be secured for treasurers in the amount of 25% of the amount of all bonds, notes, mortgages, moneys and effects of which the treasurer has custody. The amount of the surety bond shall be increased or decreased from time to time based on the increase or decrease in the amount of notes, bonds, mortgages, moneys and effect outstanding.

Based on the size of our operating budget, the statutory requirement of 25% necessitates a surety bond of \$70,000,000. Additionally, based upon the amount of unspent bond proceeds from the Series 2013 issue, a second surety bond in the amount of \$6,500,000 is needed to meet statutory requirements.

These bonds are sourced through Marsh. As a broker, Marsh seeks multiple bids when possible to ensure that the College is getting a market price.

4. **RECOMMENDATION**

That the Board of Trustees approves the annual premium payment of \$76,500 for the purchase of two Treasurer's Bonds (\$70,000 for the \$70,000,000 bond and \$6,500 for the \$6,500,000 bond) written through Marsh for the 12-month period from July 1, 2016 through June 30, 2017.

**SIGNATURE PAGE FOR APPROVAL OF TREASURER'S SURETY BOND**

**ITEM(S) ON REQUEST**

That the Board of Trustees approves the annual premium payment of \$76,500 for the purchase of two Treasurer's Bonds (\$70,000 for the \$70,000,000 bond and \$6,500 for the \$6,500,000 bond) written through Marsh for the 12-month period from July 1, 2016 through June 30, 2017.

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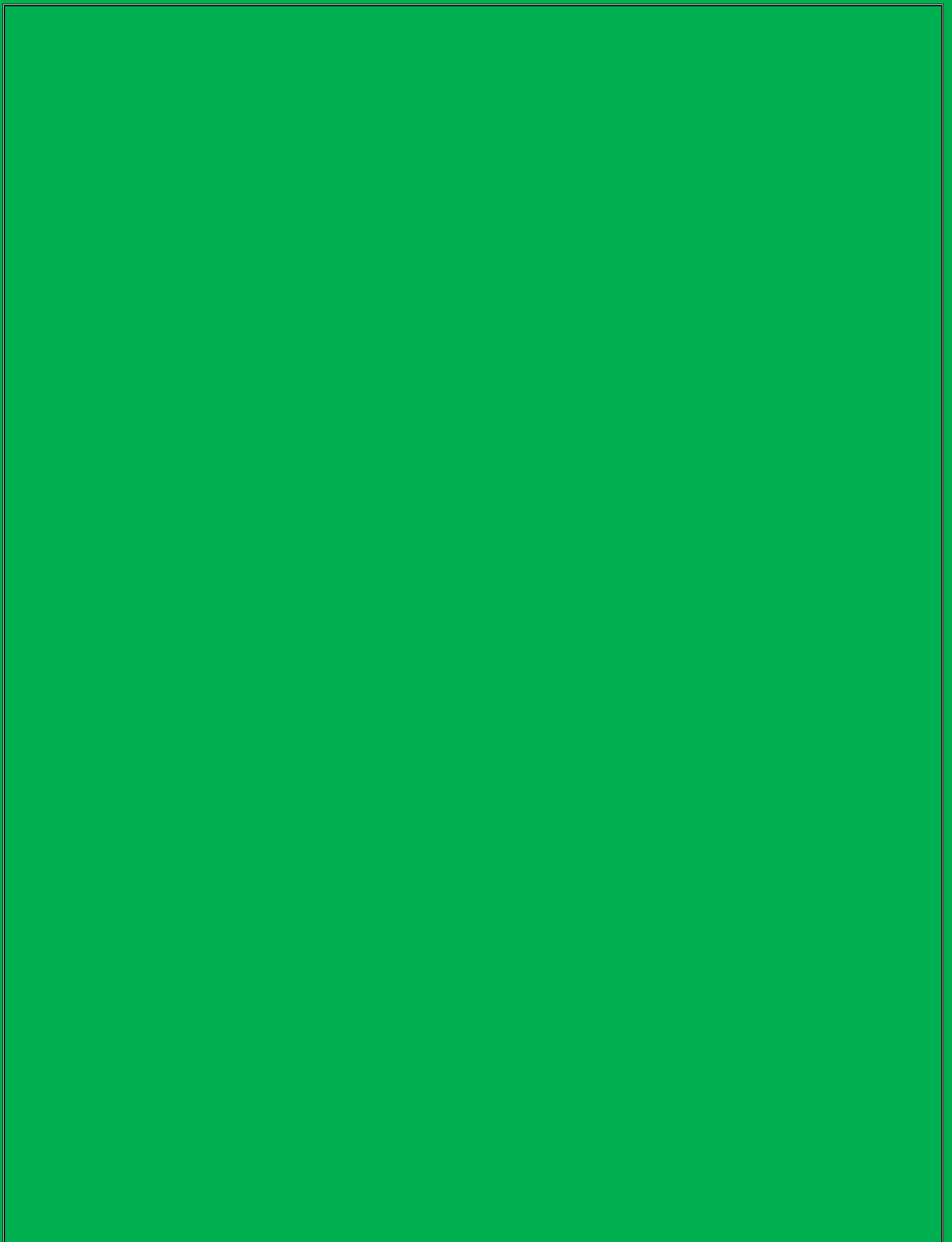
Deanne Mazzochi, Chairman

Date

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Frank Napolitano, Secretary

Date



**COLLEGE OF DuPAGE  
BOARD MEETING**

**BOARD APPROVAL**

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1. SUBJECT

Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic Insurance Renewal for FY2017.

2. REASON FOR CONSIDERATION

Each year the College must renew its various insurance coverages.

3. BACKGROUND INFORMATION

College of DuPage has been a member of the Illinois Community College Risk Management Consortium (ICCRMC) since 1981. The Consortium was formed for the cooperative purchase of property, liability, workers' compensation and other insurance coverages on a self-insurance basis. The current members of ICCRMC include: College of DuPage, Harper College, John Wood Community College, Lincoln Land College, Moraine Valley Community College, Morton College, Oakton Community College, Prairie State Community College, Sauk Valley Community College, Blackhawk College, Triton College, Waubensee Community College, McHenry County College and Rock Valley College.

As detailed in the table below, the total premium for the College's various insurance coverages for FY2017, less dividends (these are received due to our share of savings based on actual claims) and adjustments for Workers' Compensation Payroll Audit, is \$1,177,294.

<b>Premium Description</b>	<b>Amount FY17</b>	<b>Amount FY16</b>
Property	\$ 332,692	\$ 328,700
Liability	141,519	138,679
Student Malpractice	32,087	33,850
Educator's Legal Liability/ Directors and Officers	125,700	91,964
Workers Compensation	643,959	631,858
Athletic Accident Coverage	116,661	162,017
Athletic Catastrophic	31,042	24,822
<b>Total</b>	<b>\$1,423,660</b>	<b>\$1,411,890</b>
WC Dividend	\$ -130,331	\$ -186,818
PC Dividend	-73,390	-29,136
DO Dividend	-30,372	-18,107
14 /15 Payroll Audit	-12,273	-24,620
<b>Premium Total</b>	<b>\$1,177,294</b>	<b>\$1,153,209</b>

In April of 2016, the College was contacted by the Executive Director of ICCRMC stating that our retention (deductible) under the Educator's Legal Liability/D&O coverage was going to increase from \$75,000 to \$125,000 per wrongful act citing two reasons.

1. An increase in claims activity over the past few years in rolling 5 year claim totals for Educators Legal Liability not counting the current year activity; and
2. The two larger claims reported in the current coverage period.

This, per the Executive Director, is in keeping with the terms and conditions in line with the other members of ICCRMC and is believed to be appropriate for the size and experience of the College of DuPage.

<b>Retention (Deductible)</b>	<b>Amount FY16</b>	<b>Amount FY17</b>
Educator's Legal Liability/Directors and Officers	\$75,000	\$125,000

4. RECOMMENDATION

That the Board of Trustees approves the payment of premiums for the College for FY2017 Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic insurance through the Illinois Community College Risk Management Consortium, for the period of July 1, 2016 through June 30, 2017, at a total premium cost of \$ 1,177,294.

Staff Contact: Philip Gieschen, Coordinator/Risk Management

**SIGNATURE PAGE**

Property, General Liability, Student Malpractice, Directors and Officers, Worker's  
Compensation, Athletic Accident Coverage and Athletic Catastrophic Insurance  
Renewal for FY2017

**ITEM ON REQUEST**

That the Board of Trustees approves the payment of premiums for the  
College for FY2017 Property, General Liability, Student Malpractice, Directors  
and Officers, Worker's Compensation, Athletic Accident Coverage and  
Athletic Catastrophic insurance through the Illinois Community College Risk  
Management Consortium, for the period of July 1, 2016 through June 30,  
2017, at a total premium cost of \$ 1,177,294.

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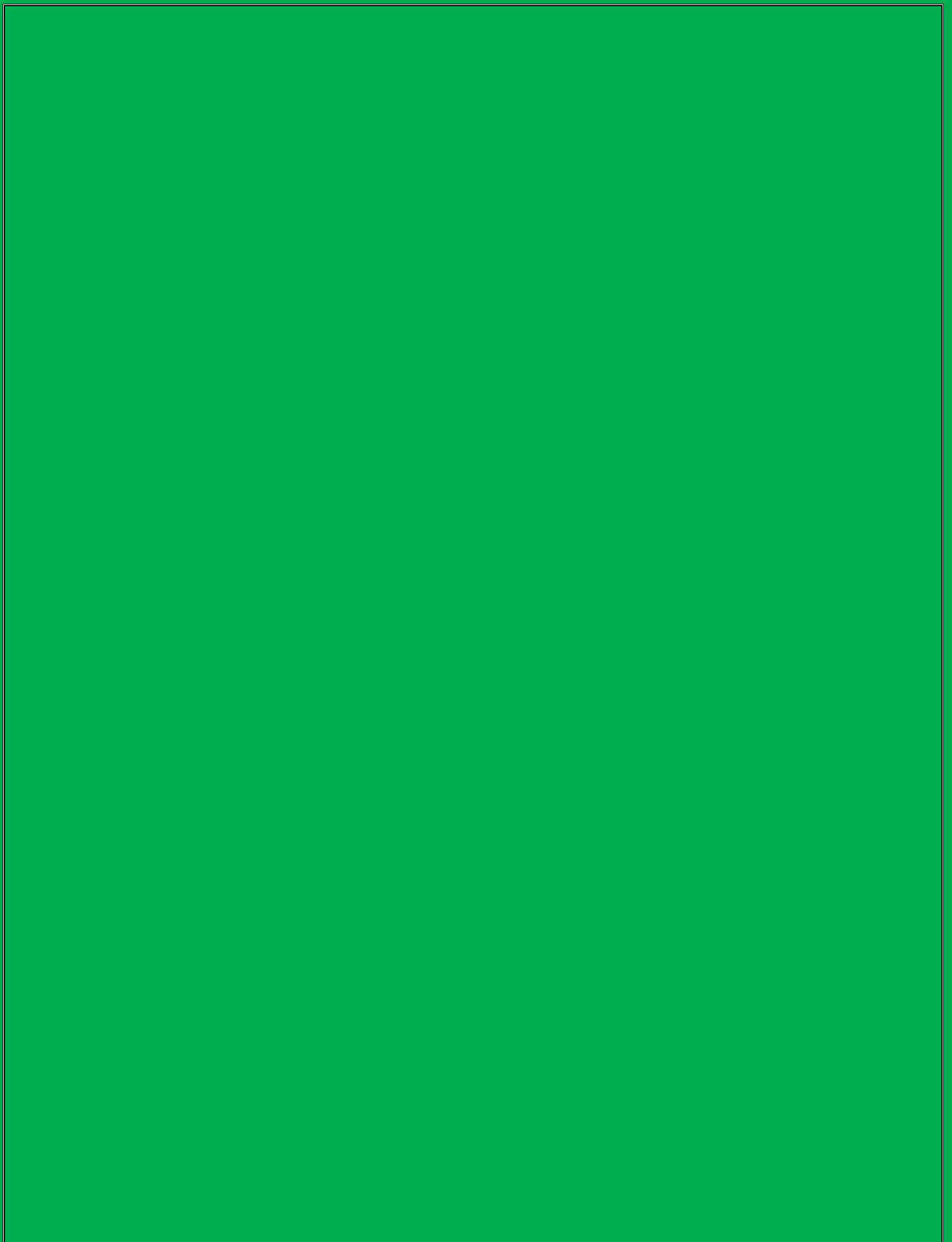
Board Chairman

Date

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Board Secretary

Date





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

**BOARD APPROVAL**

---

1. **SUBJECT**

The purchase of a professional printing solution for the Graphic Design Program.

2. **REASON FOR CONSIDERATION**

Purchases of an item exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Budget status:

<b>GL: 01-10-00790-5401006</b>	<b>Annual Overall Center of Excellence Budget</b>	<b>Actual YTD</b>	<b>Variance</b>
<b>FY 2016</b>	<b>\$50,000</b>	<b>\$9,179.04</b>	<b>\$40,820.96</b>

This purchase is necessary to support the Graphic Design program and related units. Graphic Design will use this equipment for student training in printed output and for the preparation of student portfolios and secondarily (it will be used) in the Art, Photography, and Motion Picture/Television programs.

A legal notice was placed and a request for Proposals was released. Six (6) vendors were solicited. There were seventeen (17) downloads of the RFP documents. We received two (2) proposals. No women/minority/owned or in-district vendors responded.

The proposals were evaluated by a team of three reviewers (Professors John Callegari, Brian Blevins, and Dave Rogers) using a predetermined rubric. Completion of that review identified the proposal by Ricoh USA as the preferred vendor.

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

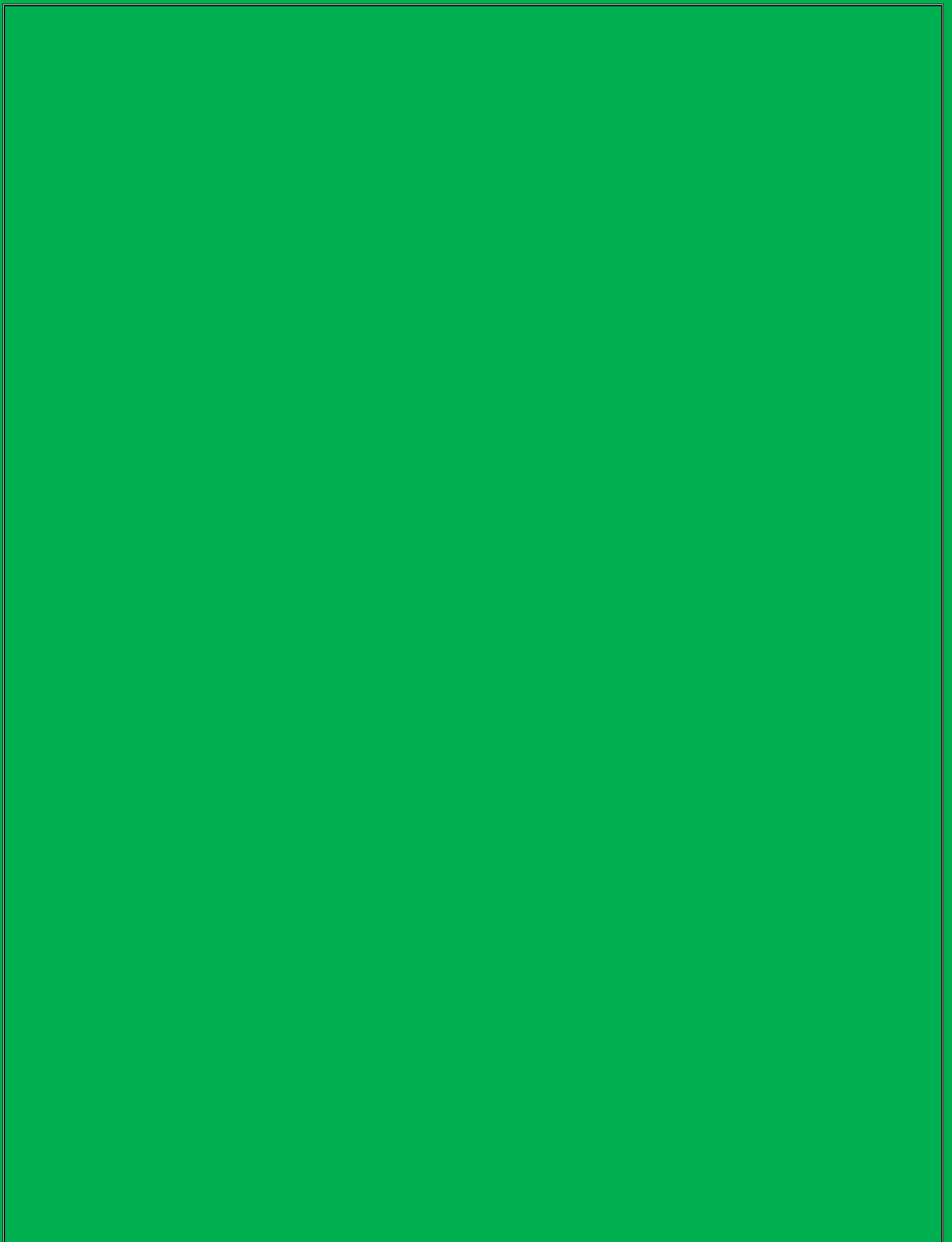
Evaluation Matrix as follows:

Graphic Design Printer	Evaluation Criteria Categories																Scoring Instructions			
	Unit Price		Cost of Operation		Ability to meet Technical Specifications		Vendor Experience		Color Certification of Unit		Availability of Training		Maintenance and other costs		Common Brand Presence in Industry		Quality of Printed Output		Evaluation Results	Score between 1 and 10 (highest) each Firm for each criteria category.
	10% weight		5% weight		20% weight		10% weight		5% weight		15% weight		15% weight		10% weight		10% weight			
	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Total Score 1 - 90	Total Weighted Score
Vendor Name																				
Gordon Flesch	2.66667	0.27	8	0.40	4.66667	0.93	4.33333	0.43	9.33333	0.47	5	0.75	7.33333	1.10	10	1.00	7.33333	0.73	58.67	6.08
Ricoh, USA	10	1.00	9.33333	0.47	9.66667	1.93	10	1.00	10	0.50	9.66667	1.45	8	1.20	10	1.00	10	1.00	86.67	9.55

**4. RECOMMENDATION**

That the Board of Trustees approves the purchase of Graphic Design printer as specified from Ricoh USA, Inc., 70 Valley Stream Parkway, Malvern, PA 19355 in the amount of \$35,563.79.

Staff Contact: Charles Boone, Interim Associate Dean of Fine and Applied Arts  
Dave Rogers, Professor of Graphic Design



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

**BOARD APPROVAL**

---

1. **SUBJECT**

FY 17 compensation for:

- Non-union, part-time teaching faculty credit assignments
- Part-time librarians, non-credit, non-classroom oriented assignments

2. **REASON FOR CONSIDERATION**

Board Action is required to approve the rates paid for these assignments each year.

3. **BACKGROUND INFORMATION**

The rates for non-union, part-time teaching faculty credit assignments and part-time librarians, non-credit, non-classroom oriented assignments represent up to 3% increase to the salary pool.

Historically we have had a three-step rate structure for non-union, part-time teaching faculty credit assignments. For FY15, we moved from a three-step structure to a two-step structure to position the rates for a one-rate structure in FY17. The change in structure was initiated to align the College to peer college structures.

The increase in the rates paid to non-CODAA instructors maintains an equitable and appropriate balance between the CODAA rate (which has increased contractually) and the updated non-CODAA rate.

4. **RECOMMENDATION**

That the Board of Trustees approves the following, effective August 22, 2016:

That the Board authorize an increase of up to 3% to the salary pool for non-union, part-time teaching faculty and part time librarians, non-credit, non-classroom oriented assignments.

**COLLEGE OF DUPAGE**  
**SCHEDULE OF REMUNERATION**  
**FOR NON-UNION, PART-TIME TEACHING FACULTY CREDIT ASSIGNMENTS**  
**2016-2017**

Remuneration for non-union, part-time teaching faculty credit assignments shall be at the following rate:

<b>Step</b>	<b>Semesters of Teaching Experience</b>	<b>Rate Per Equivalent Hour Per Semester</b>
<b>All</b>	<b>All</b>	<b>\$1,010.00</b>

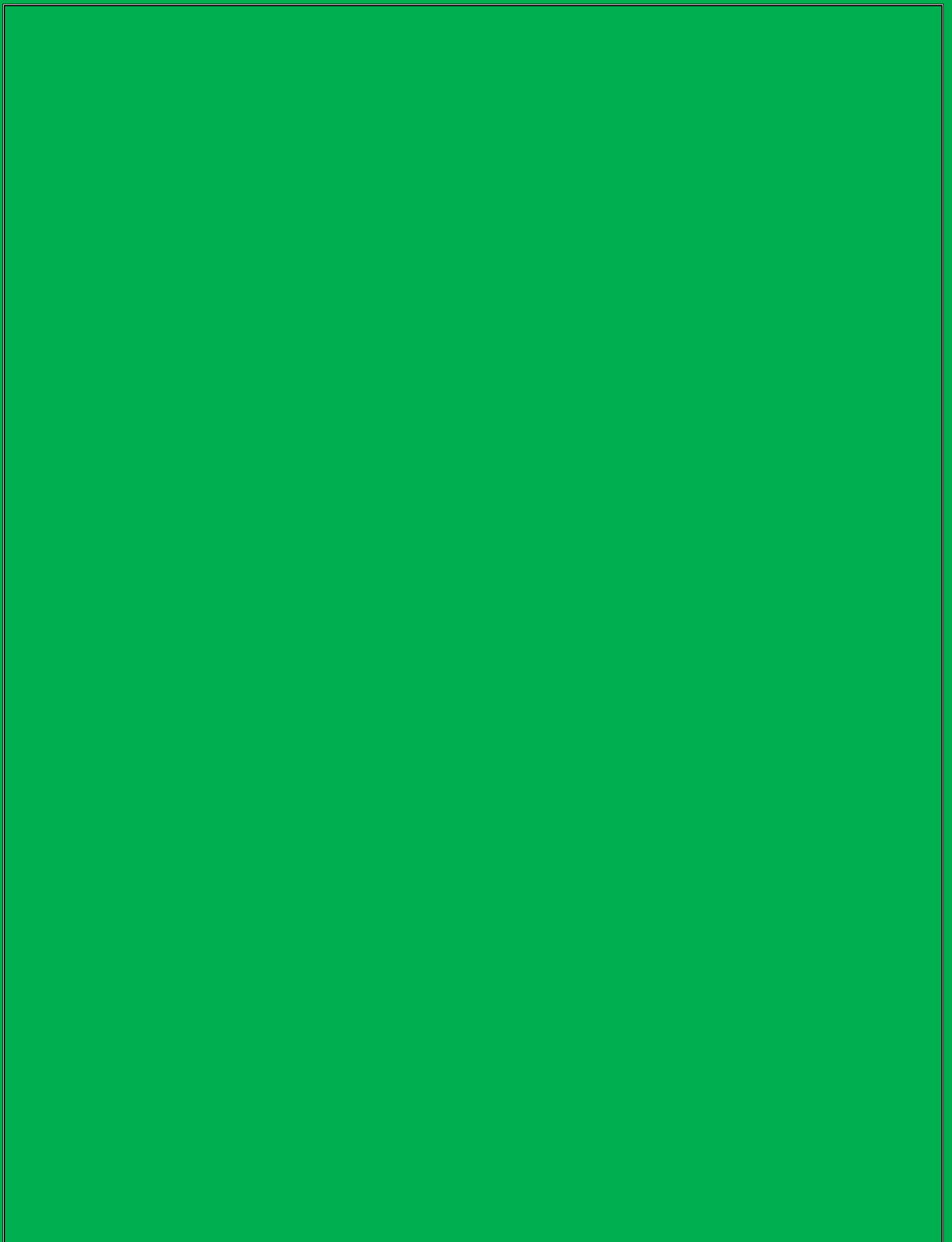
Credit classroom assignments will be based on equivalent hours determined by the Office of Curriculum and Central Scheduling.

Uncompensated absences equal to, or less than, one-half the semester will be deducted at the following rates per classroom contact hour:

<b>All</b>	<b>\$ 63.13</b>
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**These rates will be effective 8/22/16**

**Note: We are moving from a two-step structure to a one-rate structure based on competitive benchmark data and practice.**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

The Library has eleven vendors with whom it conducts more than \$25,000 of business on an annual basis. This is a request for approval to continue working with these vendors in FY2017.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

**EBSCO Information Services, Amazon.com, Yankee Book Peddler, Inc., and Barnes & Noble** are our primary suppliers of library books, periodicals, and audiovisual materials, which are exempt from bidding as per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (l). Purchasing the majority of the library's annual acquisitions through these vendors results in substantial discounts for the College due to the volume of materials purchased, available academic library inventory, and the ease of making payments to only a few vendors instead of hundreds of individual publishing houses.

**Gale, ProQuest, Lynda.com, Bepress, and Thomson Reuters West** are the sole suppliers of unique databases that support the College's curriculum. As sole suppliers, they are exempt from bidding as per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (l).

**Illinois Heartland Library System (IHLS-OCLC) and the Consortium of Academic Libraries in Illinois (CARLI)**—are regional consortia approved for discounted purchasing as per Administrative Procedure 10-60, part D, "Governmental Consortium/Cooperative Agreements".

The following pages provide details about what will be purchased from each vendor. The \$801,400.00 total request was included in appropriate accounts as part of the FY2017 budget submission.

4. RECOMMENDATION

That the Board of Trustees approve the following FY2017 expenditures with the following vendors:

(A)	EBSCO Information Services (Library Annual Periodicals, Database, & Ebooks) Payment Processing Center P.O. Box 204661 Dallas, TX 75320-4661	\$113,300.00
(B)	Amazon.com (Library Annual Books & A/V) P.O. Box 530958 Atlanta, GA 30353	\$65,000.00
(C)	Yankee Book Peddler, Inc. (Library Annual Books & A/V) P.O. Box 277991 Atlanta, GA 30384-7991	\$130,000.00
(D)	Barnes & Noble (Library Annual Books & A/V) P.O. Box 951610 Dallas, TX 75395-1610	\$35,000.00
(E)	Gale Cengage Learning (Library Databases and Books) 27500 Drake Rd Farmington Hills, MI 48331	\$68,000.00
(F)	ProQuest LLC (Library Databases) 6216 Paysphere Circle Chicago, IL 60674	\$73,500.00
(G)	Lynda.com (Library Databases) 6410 Via Real Carpinteria, CA 93013	\$75,600.00
(H)	Bepress (Digital Content Platform) 2100 Milvia Street, Suite 300 Berkeley, CA 94704	\$27,000.00



**Item 12f**  
**June 23, 2016**

(I)	Thomson Reuters - West Payment Center (Library Database & Books) P.O. Box 6292 Carol Stream, IL 60197-6292	\$40,000.00
(J)	IHLS-OCLC (Consortial Purchase) c/o Illinois Heartland Library System 6725 Goshen Rd Edwardsville, IL 62025	\$60,000.00
(K)	CARLI-UIUC (Consortial Purchase) University of Illinois Payment Center General Accounts Receivable 28394 Network Place Chicago, IL 60673-1283	\$110,000.00

**For a total expenditure of: \$801,400.00**

Staff Contact: Ellen Sutton, Dean of Learning Resources

**(A) FY2017 Library Vendors Over \$25,000 – EBSCO Information Services**

1. SUBJECT

EBSCO Information Services Annual Periodicals Subscription Renewal, Database License Renewals, and eBooks

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5406001	\$110,000.00	\$113,300.00	3.0%

3. BACKGROUND INFORMATION:

Annual renewal subscriptions to approximately 430 print periodical titles through EBSCO Subscription Services, which is the leading service provider of print and electronic periodical subscriptions, with over 360,000 serials and periodicals available for purchase. In addition to the subscription itself, EBSCO also provides comprehensive services in order entry, single invoice payment, claiming, reporting, publisher contacts, and training.

Also included in our business with EBSCO is the annual renewal of two databases, Associates Program Source Plus and Learning Express Library. Associates Program Source plus specifically addresses community college students in academic programs in the career and technical fields, while Learning Express Library provides a completely interactive online learning platform of practice tests and tutorial course series designed to aid success in the academic or licensing tests they must pass.

EBSCO is also one of our preferred platforms for the purchase of individual academic eBooks.

Anticipated annual price increases reflect both the normal inflation in the price of databases, scholarly journals and projected increased purchases of electronic titles as they become available. This increase is offset by reduced expenditures due to print periodical cancellations and the availability of EBSCO eBooks now via Yankee Book Peddler inventory resulting in a net 3.0% anticipated increase.

**(B) FY2017 Library Vendors Over \$25,000 -- Amazon**

1. SUBJECT

Amazon Annual Books and Audio/Visual Purchases

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5406001	\$55,000.00	\$65,000.00	18.2%

3. BACKGROUND INFORMATION

Amazon is one of the Library's supplementary sources for books and audio/visual materials providing access to a wide variety of materials and publishers that would otherwise have to be purchased directly at greater cost and inefficiency. We receive significant discounts, free shipping, and access to out of print materials through their third party sellers.

The anticipated cost increase reflects projected increases in the amount of material purchased from Amazon due to changes in fulfillment from other vendors.

(C) **FY2017 Library Vendors Over \$25,000 – Yankee Book Peddler, Inc.**

1. SUBJECT

Yankee Book Peddler, Inc. Annual Books and Audio/Visual Purchases

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5406001	\$85,000.00	\$130,000.00	56.5%

3. BACKGROUND INFORMATION

Yankee Book Peddler (YBP) specializes in the distribution of print and digital content to academic libraries. The company offers a full suite of services including electronic book and eBook ordering, a robust collection development platform, significant discounts and free shipping. YBP's Gobi interface provides an acquisitions and collection development tool for searching, ordering, reviews and reports for books and eBooks in their inventory.

YBP fulfills the services formerly provided by Baker & Taylor, Inc. from which we transitioned in February 2016. The anticipated 56.5% increase in expenditures for FY2017 reflects anticipated purchases for a full year as opposed to a partial year.

**(D) FY2017 Library Vendors Over \$25,000 – Barnes & Noble**

1. SUBJECT

Barnes & Noble Annual Books and Audio/Visual Purchases

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5406001	\$ 00.00	\$35,000.00	100%

3. BACKGROUND INFORMATION

Barnes & Noble is one of the Library's supplementary sources for books and audio/visual materials. We receive up to 20% discount and free delivery from their Oak Brook mall store.

The Library is adding Barnes & Noble in FY 2017 to expand our ability to purchase materials efficiently and cost effectively.

**(E) FY2017 Library Vendors Over \$25,000 – Gale Cengage Learning**

1. SUBJECT

Gale Cengage Learning Annual Database License Renewal and Print and eBook Continuations.

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$67,648.00	\$68,000.00	0.5%

3. BACKGROUND INFORMATION

Annual licenses for unlimited access to Academic OneFile, Research in Context (formerly Discovering Collection), Informe Academico (a Spanish language article database), Literature Resource Center, Testing and Education Reference Center. Also included in our agreement with Gale is free access to the InfoTrac Environmental Studies and Policy collection and free access to content in the Expanded Academic ASAP database.

Gale provides library patrons with access to indexing and full-text resources on a wide spectrum of topics including business and industry, medicine, literature, history, technology, education, career information and test preparation, etc. These databases are part of the core of the College of DuPage Library's electronic resource collection and are accessed heavily by students, staff, faculty, and the community from both on-site and off-site locales.

Gale is the publisher of the Library's electronic literature reference platform and several of our print continuations. Purchasing these titles directly from Gale provides us with a significant discount based on our subscription, including no cost immediate shipment upon publication.

Anticipated price increases reflect normal annual publisher price increases and projected increased purchases of electronic titles as they become available.

**(F) FY2017 Library Vendors Over \$25,000 – ProQuest LLC**

1. SUBJECT

ProQuest Information and Learning Software Annual License Renewals and eBook hosting.

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$75,298.00	\$73,500.00	-2.4 %

3. BACKGROUND INFORMATION

Annual renewal of the ProQuest annual license agreement for online access to the index and full-text historical content of the Chicago Tribune, History Study Center, New York Times, ProQuest Newsstand Core, Safari Tech Books, Ulrich's Web, and Serials Solutions 360 Core. Serials Solutions 360 Core is a management and finding aid for our electronic journals collections.

Proquest is also one of our preferred platforms for the purchase of individual academic eBooks.

ProQuest Information and Learning will provide College of DuPage with all appropriate updates to be made to the database to maintain currency of materials.

The anticipated -2.4% increase reflects revised estimates of total annual expenditures.

**(G) FY2017 Library Vendors Over \$25,000 – Lynda.com**

1. SUBJECT

LyndaCampus Annual License Renewal

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$72,000.00	\$75,600.00	5.0%

3. BACKGROUND IINFORMATION

Lynda is a single-source provider for this unique database of video content. Lynda began in 1995 as a niche resource, but over the past 20 years, it has grown to be an indispensable resource to a broad spectrum of learners. Their content is unique, comprehensive across the range of commonly used software products, and includes content provided by leading technology and education experts. By subscribing to this product, we will be providing our students, staff, and faculty with access to master-class-level instruction materials.

The anticipated 5.0 % increase reflects normal annual publisher price increases.



**(H) FY2017 Library Vendors Over \$25,000 -- Bepress**

1. SUBJECT

Annual Renewal for bepress (Berkley Electronic Press) Digital Commons Platform

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$25,225.00	\$27,000.00	7.0 %

3. BACKGROUND INFORMATION

bepress provides the hosting platform for the Digital Commons, College of DuPage's digital institutional repository, maintained by the library. The Digital Commons is an open-access institutional repository that collects, preserves, and showcases scholarly, educational, and creative works created by the College of DuPage community.

DigitalCommons@COD facilitates global discovery of and access to COD's intellectual and creative output while providing a stable, long-term home for this scholarly collection. Since its inception in 2009, Digital Commons has been accessed over 1 million times from locations around the world. In the past 12 months, College of DuPage's Digital Commons collection was accessed over 230,000 times.

The College's Digital Commons includes student and faculty material with growing collections in the following areas:

- Business and Technology
- International Education
- Liberal Arts
- Honors Programs
- College Publications – *ESSAI* and *The Prairie Light Review*
- Wings Art Gallery
- Other Library Resources

This software also holds an increasing body of COD Archives digital content. The Library also shares its bepress hosted server with Marketing and Communications, which is able to make use of the unlimited storage for their own file archive.

The anticipated 7.0% increase reflects normal annual publisher price increases.

**(I) FY2017 Library Vendors Over \$25,000 – Thomson Reuters - West**

1. SUBJECT

Thomson Reuters – West. Westlaw Database License Renewal and Print Continuations

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$40,000.00	\$41,000.00	0.9%

3. BACKGROUND INFORMATION

Thomson Reuters – West is the sole source provider of the Westlaw database. Westlaw provides access to a comprehensive collection of news and business information and law-related resources. This includes access to federal and state caselaw, full text of the United States Code Annotated (USCA), Code of Federal Regulations (CFR) and more than 800 law reviews and journals, including Harvard Law Review and Yale Law Journal. Annual.

They are also the sole source provider of 12 legal reference titles for which, per annual contract, we are receiving at a 50% discount as subscribers to the WestLaw database.

The anticipated 0.9% increase reflects normal annual publisher price increases.

**(J) FY2017 Library Vendors Over \$25,000 – IHLS - OCLC**

1. SUBJECT

Annual Renewal of Access to OCLC Services via the Illinois Heartland Library System, the fiscal agent for ILLINET/OCLC.

2. BUDGET STATUS

<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5309001	\$58,883.96	\$60,000.00	1.9%

3. BACKGROUND INFORMATION

The Illinois State Library coordinates the statewide purchase of OCLC services. Illinois Heartland Library System (IHLS) is the fiscal/billing agent for OCLC services for the Illinois State Library. OCLC (Online Computer Library Center) is a worldwide library cooperative. Academic, public, school and special libraries are members and share the goal of improving access to the world's information. OCLC services include cataloging, interlibrary loan (ILL), and access to technical services databases and training materials. WorldCat is the OCLC bibliographic database containing over 2.3 billion items in more than 72,000 libraries worldwide. Illinois holdings are well represented in WorldCat, making it a major tool for resource sharing within the State and beyond.

OCLC services enable us to verify bibliographic data before ordering, transmit interlibrary loan (ILL) requests, and increase the efficiency of the Library in performing acquisitions, cataloging, and ILL services. OCLC also provides the public discovery interface for the library's online catalog used for locating all library materials in our collection.

IHLS is the fiscal/billing agent for OCLC services for the Illinois State Library. This pricing structure eliminates individual charges for cataloging, interlibrary loan (ILL) transactions, and telecommunication fees and will provide us with more predictable OCLC charges. Each year's cost is calculated by averaging use of OCLC services over the previous three years.

Due to an increase in our average OCLC usage, the cost for FY17 ILLINET/OCLC Services Program Renewal Agreement reflects a 1.9% increase.

**(K) FY2017 Library Vendors Over \$25,000 -- CARLI**

1. SUBJECT

CARLI (Consortium of Academic and Research Libraries in Illinois)  
Membership and Annual Database Licenses Renewals

2. BUDGET STATUS

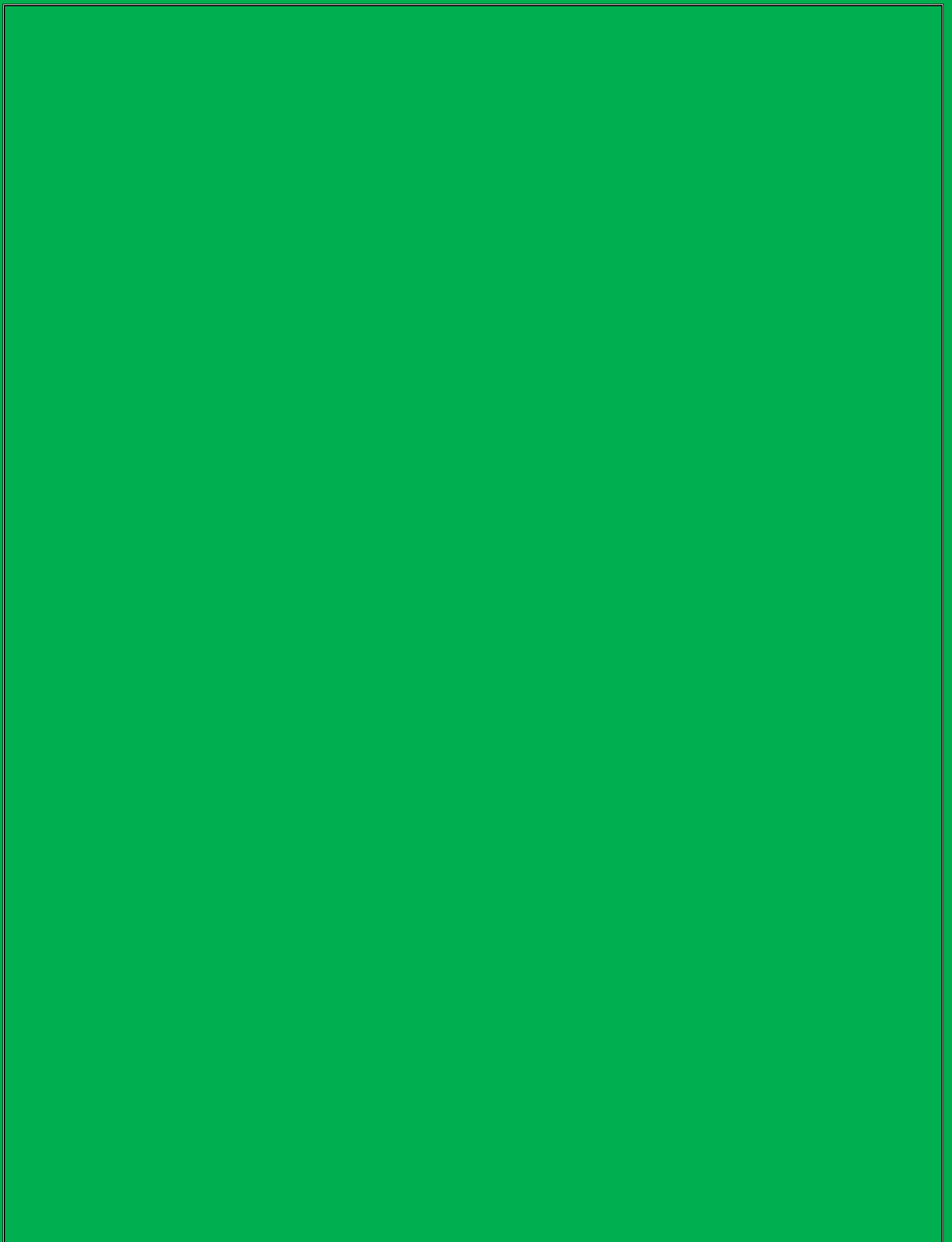
<u>Account</u>	<u>FY 16 Cost</u>	<u>FY 17 Cost</u>	<u>% Change</u>
01-20-15240-5405001	\$104,924.00	\$110,000.00	4.8%

3. BACKGROUND INFORMATION

The Consortium of Academic and Research Libraries in Illinois (CARLI) arranges for the group purchase of online research databases at significantly discounted rates. The Library currently subscribes to 23 databases via the CARLI consortium. These databases represent some of the core resources in reference services and information resources in business, humanities, technology, health, social and behavioral sciences students and faculty. These databases provide unlimited user access to a variety of resources and full text book and journal content in these areas of study.

Projected membership dues for CARLI in FY2017 will be \$15,000; projected licensing costs for the 23 databases will be \$93,000.

Every December, CARLI sends members a "Value of Membership" letter detailing cost of CARLI-provided services for the previous year compared to the market cost of individually licensing the same services as a stand-alone library. In FY2015, CARLI provided \$99,540 worth of services for the College of DuPage Library that would have cost at least \$415,907 had we had to purchase the same items and services on our own with the consortium.



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

**BOARD APPROVAL**

---

1. **SUBJECT**

Renewal of a ten-year lease (2016 – 2026) with DuPage Area Occupational and Education System (DAOES) for the College of DuPage Addison Center comprised of 14,686 square feet of classroom and office space located within the Technology Center of DuPage (TCD).

2. **REASON FOR CONSIDERATION**

A single contract exceeding the statutory limit of \$25,000.00 must be approved by the Board of Trustees (Board Policy 10-60).

3. **BACKGROUND INFORMATION**

College of DuPage has been leasing classroom and office space contiguous with TCD for more than 30 years. This has been a mutually beneficial arrangement that both parties wish to continue. The site allows the college to effectively respond to the academic and training needs of TCD students and community residents throughout Addison and surrounding suburbs. The Addison Center is home to the very successful truck driving school and Cosmetology Program, and hosted more than 130 credit courses during the 2015-2016 academic year.

The 2016 – 2026 per year lease amount of \$199,692.89 represents a 5% per year increase over the 2006 – 2016 lease. The \$199, 692.89 was included in account number 01-10-14005-5601001 (Addison Rental) as part of the FY2017 budget submission.

Per Illinois Public Community College Act Section 805/3-38, ICCB approval is required for leases with a term greater than five (5) years. Upon Board approval, and prior to engaging in the lease, we will request ICCB's approval for the lease agreement.

4. **RECOMMENDATION**

That the Board of Trustees approves a 2016 - 2026 lease with DAOES at an annual cost of \$199, 692.89 to continue the operation of the College of DuPage Addison Center, located at 301 S. Swift Road, Addison, Il.; lease period to begin July 1, 2016 and end June 30, 2026.

Staff Contact: Dr. Jean Kartje, Vice President for Academic Affairs  
Ellen Roberts, Director, Business Affairs

COD LEASE AGREEMENT

7/1/2016 - 6/30/2026

THIS LEASE is made and entered into by and between the BOARD OF DIRECTORS OF THE DUPAGE AREA OCCUPATIONAL EDUCATION SYSTEM, DuPage County, Illinois (hereinafter referred to as "LESSOR") and THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502, COUNTIES OF DUPAGE, COOK, AND WILL and State of Illinois, hereinafter referred to as "LESSEE",

LESSOR as owner of the Technology Center of DuPage located at 301 South Swift Road, Addison, Illinois, and having authority to lease school buildings and facilities to suitable public lessees for educational and other purposes which serve the interests of the community, pursuant to Section 105 ILCS 5/10-22.11 (c), desires to lease classroom space to the LESSEE; LESSEE having authority to lease said space pursuant to Section 110 ILCS 805/3-38 of The Public Community College Act to lease such rooms, buildings and land as may be required. The parties desire to enter a lease defining their rights, duties and liabilities relating to the premises.

In consideration of the mutual covenants found herein, the parties agree as follows:

**1. PREMISES AND SERVICES:** LESSOR hereby leases to LESSEE 14,686 square feet of space at the Technology Center of DuPage located at 301 S. Swift Road, Addison, Illinois. The location of the space to be leased is shown on the attached Exhibit "A" (the "Leased Premises" or "Premises"), which is incorporated herein. Further, LESSEE shall have the right to use a designated entrance and hallway for access to the above-mentioned office and classroom space. Use of said entrance and common areas by LESSEE, its employees, agents, students, or other persons on LESSOR'S premises for LESSEE'S business purposes shall be subject to current written regulation as issued by the LESSOR.

Signs noting the location of the LESSEE offices may be erected provided they conform to local ordinances as will be allowed on Swift Road and at the College entrance. LESSEE will contract for this service. Such signage will be subject to LESSOR'S prior written approval which will not be unreasonably withheld.

**2. TERM:** This Lease begins on July 1, 2016 (12:01 a.m.) for 14,686 sq. ft. and terminates on June 30, 2026 (11:59 p.m.).

a. LESSEE shall have the option to renew this Lease for two additional years, providing the LESSEE provides written notice to LESSOR prior to April 1, 2026, of its intention to renew the Lease. LESSOR reserves the right to reject said request for renewal of Lease, provided written notice of said rejection is provided to LESSEE on or before April 30, 2026. LESSEE will have access to the leased premises 24 hours a day, seven days a week.

b. The Lease shall remain in force for ten years unless notification of termination of the Lease is tendered in writing by either party on or before April 1 of each year the Lease is in effect; exercising this option terminates the Lease on the following August 1 and requires the premises be vacated on or before August 1 of the year of notification .

c. LESSEE may have access to the non-leased portion of the Technology Center of DuPage premises during LESSOR'S non-normal hours with LESSOR'S approval after providing LESSOR with reasonable prior notice. Any requests for occupancy of facilities outside of the LESSOR'S normal hours may result in an additional charge to the LESSEE.

**3. BASE RENT AND RELATED COSTS:** LESSEE agrees to pay LESSOR the sum of \$199,692.89 Dollars calculated at \$13.60 per square foot per annum for 14,686 square feet



beginning with the 2016-17 Lease year, said amount to be paid in equal semiannual installments on July 1 and January 1 unless otherwise agreed by the parties in writing. Said rent does not include the costs of modifications, renovation or additional cleaning as requested by Lessee which may be necessary for LESSEE'S use of the premises, said additional costs to be billed to LESSEE separately if performed by LESSOR.

An annual increase in the Base Rent shall be charged during the Lease Term according to the formula as contained hereinafter. The Annual Base Rent Increase adjustment is to be made by using the "Revised Consumer Price Index for All Urban Consumers (CPI-U)" for all items, hereinafter referred to as "the Index" or "CPI-U", published by the Bureau of Labor Statistics of the United States Department of Labor for Chicago-Gary-Kenosha. If the Index on the first day of the next following year of the Lease shows a change in the purchasing power from the base year (2016-2017), the Lessor shall furnish the Lessee with the computations of the change in Base Rent, if any, to be paid by the Lessee. If the Index is not available for the exact day as heretofore stated, then the Index shall be used which is closest to said date. Notwithstanding anything contained herein, in no event shall the total Annual Rent Increase be increased by more than five percent (5%) over the prior year. It is further agreed that in no event shall the Base Rent for any year of the Lease term be less than the Base Rent for the first year of this Lease.

The Base Rent shall not decrease for any period of time on this Lease.

(a) For the purpose of this paragraph, the term "Consumer Price Index: shall mean Chicago-Gary-Kenosha All Items Consumer Price Index - For All Urban Consumers (CPI-U) (1967=100), published by the Bureau of Labor Statistics, United States Department of Labor. In the event that the Consumer Price Index is no longer published or issued, or otherwise becomes unavailable for the purpose of making the computations provided in this paragraph, the parties agree to negotiate with one another in good faith for the purpose of selecting a mutually

acceptable index to reflect the change, if any, in the purchasing power of U.S. Dollars between the Base Month and any subsequent Adjustment Month. In the event that the parties are unable so to agree, then the selection of an appropriate index shall be determined by arbitration pursuant to the provisions of the pertaining paragraph. No calculation for any additional rent under the provisions of this paragraph shall in any event reduce the Base Rent.

**4. PAYMENT OF RENT:** LESSEE agrees to pay rent for the term of the lease to the DAOES/business office or at such other address as LESSOR may designate in writing.

**5. LEASEHOLD MODIFICATION:** Any modifications or renovation requested or required by LESSEE subsequent to LESSEE'S taking possession of the premises shall be the full responsibility of LESSEE and subject to LESSOR'S prior written approval which shall not be unreasonably withheld. For major renovations, such written approval shall be memorialized in a separate written agreement negotiated by the parties and no such work shall commence until such written agreement is approved by the Parties. LESSEE agrees to pay for the costs of required modifications or renovation to the premises.

**6. REGULATION OF EMPLOYEES AND WORK AREAS:** LESSOR shall have the right to establish reasonable rules and regulation in writing. See Exhibit B for current rules and regulations.

a. For the conduct of LESSEE, its agents, employees, students or persons entering in or on LESSOR'S premises, including that which is leased.

b. For the reasonable use of the office space.

LESSEE shall take full responsibility for the conduct of its agents, assigns, employees, students or other persons entering the premises in relation to LESSEE'S use of the premises and agrees to

defend, save, indemnify and hold LESSOR harmless for the same except for negligence of LESSOR.

**7. SURRENDER OF POSSESSION:** Upon any termination of the Lease, by expiration or otherwise, or upon any termination of the LESSEE'S right to possession without termination of Lease:

a. LESSEE shall immediately surrender possession of and vacate the premises.

b. LESSEE shall return the premises, equipment and furniture, if any, to LESSOR in as good condition as existed when LESSEE took possession, except for reasonable wear and tear, Acts of God, Force Majeure, major renovations authorized pursuant to Section 5, above, and other Acts beyond the control of the LESSEE. Any repairs or replacements made necessary by the waste or misuse of the premises by LESSEE, its agents, employees or students, shall be made promptly by the LESSEE, at its own expense and in a manner to prevent liens from attaching as a result thereof.

c. LESSEE hereby grants to LESSOR full license to enter the premises in the event of any such termination.

**8. ASSIGNMENT /SUBLETTING:** Except as hereinafter set forth LESSEE shall neither sublet the premises nor any part thereof nor assign this lease nor permit by any act of default any transfer of LESSEE'S interest by operation of law, or offer the premises or any part thereof for any purpose other than as above mentioned without, in each case, the written consent of LESSOR which shall not be unreasonably withheld. LESSEE may sublet upon LESSOR'S approval all or a part of the premises to other North Central accredited educational institutions upon thirty days written notice to LESSOR provided such sublease is solely for the purpose of

providing educational services similar in nature to those provided by the LESSEE. Upon LESSOR'S approval of any assignment or subletting of this Lease, the same terms and conditions shall apply to any prospective assignee and be incorporated into any written agreements thereto, unless otherwise agreed by the LESSOR and LESSEE and the sublease is less than one year in duration and the premises are utilized for specific dates and times. In such event the sub lessee(s) shall provide a certificate of insurance to the LESSOR providing limits of coverage as contained in Section 15, naming the LESSOR as an additional insured for such coverage. If the LESSEE sublets or assigns the premises to other entities for longer than a year period and the premises is utilized on a daily basis, then upon LESSOR'S approval of any assignment or subletting of this Lease, the same terms and conditions shall apply to any prospective assignee or sub lessee and same shall be incorporated into any written agreements thereto, unless otherwise agreed by the LESSOR.

**9. NO WASTE OR MISUSE:** During the term of this Lease, or any renewal thereof, the LESSEE shall repair and restore any glass broken in any of the doors and windows in the premises hereby leased to LESSEE, unless such repair or replacement is covered by another funding source, which replacement or restoration shall be of a like kind and quality. Acts of God and shifting or settling of the building which causes glass breakage will be repaired/replaced by LESSOR. The LESSEE, its employees, agents, or students, shall not allow any waste of water or misuse or neglect of water and lighting fixtures on the premises. LESSEE will pay all damages to LESSOR'S premises caused by such waste or misuse.

**10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING:** At the termination of the Lease, by lapse of time or otherwise, LESSEE agrees to yield up immediate and peaceable possession to LESSOR. In the event of a default, LESSOR shall send notice of

such default to LESSEE, and, if LESSEE fails to cure such default within ten days, LESSOR shall have the option, at its election and without further notice, to declare the term ended and this lease forfeited . In the event of termination of the Lease and provided LESSEE has not defaulted or breached any terms or conditions of the Lease, LESSEE and LESSOR shall have no further obligation under the Lease.

**11. UTILITIES:** The LESSOR shall be responsible for the payment of all electric, gas, and water utilities.

**12. CUSTODIAL AND MAINTENANCE RESPONSIBILITIES:** The LESSOR shall provide routine custodial or maintenance services. The COD Cosmetology Program will be stripped and waxed two times per year. This additional cleaning will be billed to the College of DuPage.

**13. PARKING:** LESSOR agrees to provide a minimum of 140 parking spaces within close proximity of LESSEE'S leased location entrance.

**14. INSURANCE, REPAIRS AND REPLACEMENTS:** LESSOR assumes full responsibility for providing at its expense adequate insurance to protect its property within said office space. All personal property belonging to the LESSEE or any occupant of the premises that is in the building or the premises shall be there at the risk of the LESSEE or such other person only, and the LESSOR shall not be liable for any damage thereto or the theft or misappropriation thereof unless due to LESSOR negligence.

LESSOR, at its own cost and expense, shall keep the air conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all parts, mechanisms and devices required therefore. Any major repairs or replacements to said mechanical equipment to the roof, exterior walls and structural portions of the building shall be made by the LESSOR.

**15. LIABILITY:** LESSEE agrees to save, indemnify and hold LESSOR harmless from any and all liability arising out of LESSEE'S use of the Premises in accordance with the attached Indemnity Agreement marked as Exhibit "C" and made a part hereof by reference. LESSOR and LESSEE shall also carry adequate public liability and general comprehensive insurance in limited amounts not less than the current specifications for their respective existing general liability policies. LESSEE'S policies shall state that they are primary to any insurance carried by the LESSOR and shall name the LESSOR, its officers, agents, and board members as additional insureds, and said policies shall state on their face that said policies are not cancelable without thirty (30) days' prior written notice to LESSOR. LESSEE'S participation in a risk management pool shall constitute compliance by LESSEE with the coverage requirements specified herein.

**16. RENEGOTIATION:** No provision of this lease may be modified nor shall any modification be effective unless such modification is in writing, signed and accepted by the same authorities that entered into this Lease.

**17. NOTICES:** Notices may be served on either party at the following addresses:  
LESSOR: DUPAGE AREA OCCUPATIONAL EDUCATION SYSTEM (DAOES), 301 S. Swift Road, Addison, Illinois, 60101, LESSEE: VP ADMINISTRATIVE AFFAIRS, COLLEGE OF DUPAGE, 425 Fawell Boulevard, Glen Ellyn, Illinois, 60137, either by delivering or causing to be delivered a written copy thereof or by sending a written copy thereof by U.S. certified or registered mail, postage prepaid addressed to the LESSOR or LESSEE at said respective address.

Notices shall be deemed to have been served at the time of mailing.

Unless otherwise indicated, all approvals and/or notices required in this agreement shall be those of the respective board of the LESSOR or LESSEE.


18. SEVERABILITY: If any clause, phrase, provision or portion of this lease or the application thereof shall be invalid or unenforceable under applicable law, such event shall not affect, impair, or render invalid or unenforceable the remaining portions of this lease nor any other clause, phrase, provision or portion hereof to other persons or circumstances.

WITNESS the hands and seals of the parties hereto this 19th day of May, 2016.

DUPAGE AREA OCCUPATIONAL  
EDUCATION SYSTEM  
(LESSOR)

ATTEST:

By:   
Secretary

By:   
President, Board of Directors

COMMUNITY COLLEGE DISTRICT NO. 502,  
DUPAGE, COOK, AND WILL COUNTIES,  
STATE OF ILLINOIS (LESSEE)

ATTEST:

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

By: \_\_\_\_\_  
Chairperson, Board of Trustees

(1) This lease supersedes all previous leases between the Board of Directors of the DuPage Area Occupational Education System and the Board of Trustees.

EXHIBIT "A"  
IDENTIFICATION OF LEASED PREMISES

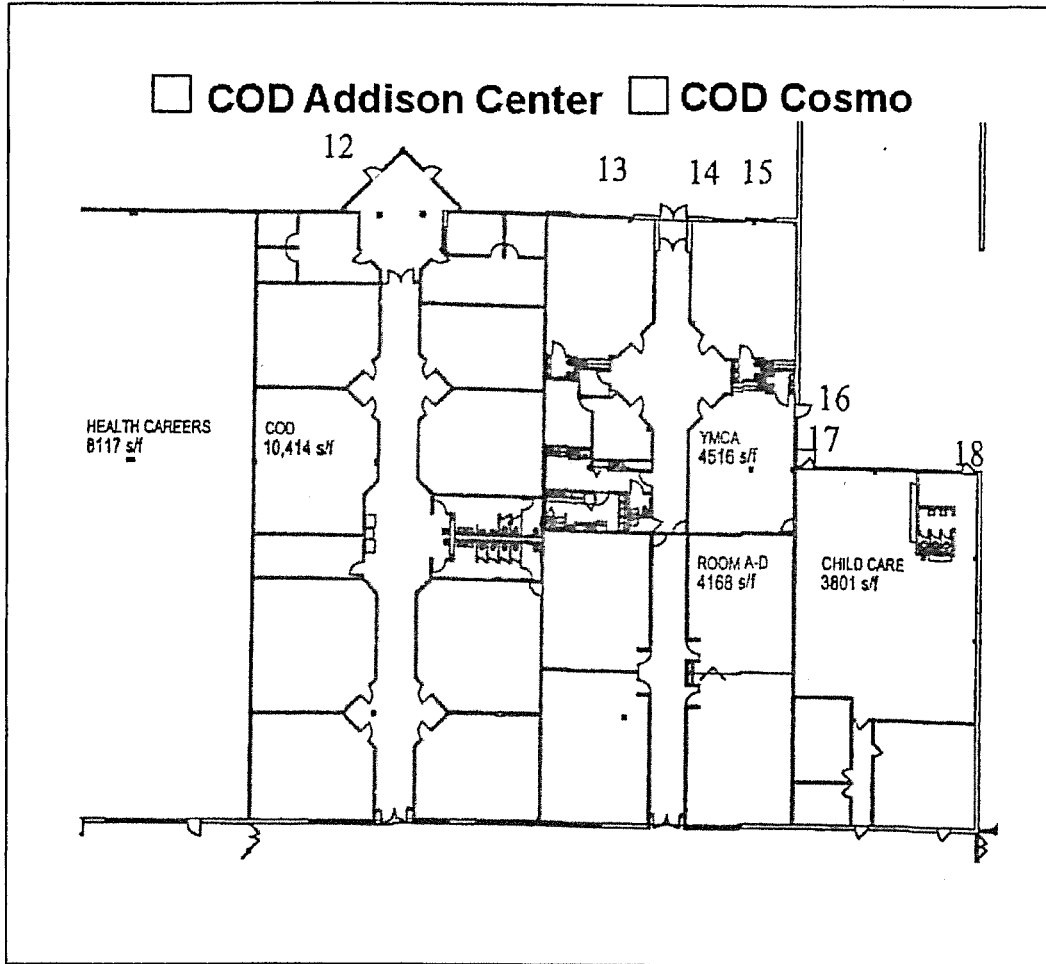




EXHIBIT "B"  
DAOES RULES AND REGULATIONS

The following represent the general conditions for use of the Technology Center of DuPage.

1. Organizations needing storage facilities between use of facilities must obtain special permission for such storage from the Director or his/her designee. Storage of materials and equipment shall be at the risk of the Lessee.
2. Materials and equipment brought into a facility shall be at the risk of the Lessee, shall be clearly identifiable to owner, shall not be such as to create a storage problem for the school, nor shall be such as to cause real or potential danger to school personnel or property.
3. Members of an organization utilizing facilities must confine themselves to the areas assigned for their use. The organization must provide sufficient supervision to prevent trespassing to portions of the facility not authorized for use and to insure compliance with these conditions of use.
4. The use in any form of tobacco, drugs, liquor, profane language, gambling, or violence is prohibited.
5. Permission for use of food or beverages must be secured from the Director or his/her designee.
6. Permission for use of additional equipment or furniture must be secured from the Director or his/her designee.
7. Permission to remove or rearrange existing furniture or equipment in a facility must be secured from the Director or his/her designee.
8. School furniture and lab equipment may be utilized with the permission of the Director or the Director's designee.
9. Permission to utilize electrical appliances or equipment must be secured from the Director or his/her designee.
10. Permission to place decorations must be secured from the Director or his/her designee. Any decorations permitted must be removed by the Lessee within the Lease period.
11. No activity of the Lessee shall be such that it creates a nuisance or disrupts the peace of the neighborhood surrounding the facility.
12. Facilities must be vacated within the Lease period indicated in the Lease Agreement.
13. At the option of the Director or his/her designee, certified and/or custodial employees of the Technology Center of DuPage may be assigned to supervise the Leased facility and shall have the authority to enforce all conditions of use herein stipulated.
14. Lessee shall reimburse the Technology Center of DuPage for damage to school property occurring as a result of their use of facilities in the amount that the damage exceeds the amount actually received by the Technology Center of DuPage from insurance coverage.
15. Lessee shall not consign, transfer, or sublet facilities or properties to others.

16. The Director or his/her designee may suspend the Lease Agreement on a temporary basis for emergency reasons.
17. As determined by the Director or his/her designee, the maximum capacity of a facility shall not be exceeded under any circumstances.
18. Visitor parking is located in front of the building on the east side of the parking lot.

I have read the above regulations and agree to enter into the Lease Agreement and agree that our organization will abide by its terms and conditions.

---

Lessee or Agent

---

Date

EXHIBIT "C"  
INDEMNITY AGREEMENT

The BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502, DUPAGE, COOK AND WILL COUNTIES, Illinois, as LESSEE under a certain lease dated \_\_\_\_\_, 2016, for and in consideration of permission being granted to utilize certain facilities and property of DuPage Area Occupational Education System ("DAOES"), DuPage County, Illinois, does hereby agree to defend, indemnify, protect and hold harmless said DAOES, its board members, officer, agents, successors, assigns and employees from any claim, demand, expense or liability, including but not limited to, personal injury, bodily injury, death, property damage, court costs, attorneys' fees and interest ("Claims"), howsoever caused, which arise directly or indirectly out of the utilization of the aforesaid facilities and property by LESSEE, resulting from either the actions or inactions of any board member, officer, agent, or employee of LESSEE. LESSEE shall have no obligation to defend, indemnify, protect or hold harmless DAOES for any portion of damages, costs, or losses caused by DAOES', its employees', agents' or assigns' negligence or willful misconduct. No claim as a third party beneficiary under this Indemnity Agreement by any person, firm, or corporation shall be made or be valid against LESSEE.

This Indemnity Agreement is not to operate as a release of any insurance company insuring any of the persons or entities covered hereby from liability to pay in accordance with the terms of any insurance policy issued to cover claims of the character hereinabove referred to.

This Agreement shall be binding upon and inure to the benefit of the agents, assigns or successors in office of all parties hereinbefore designated.

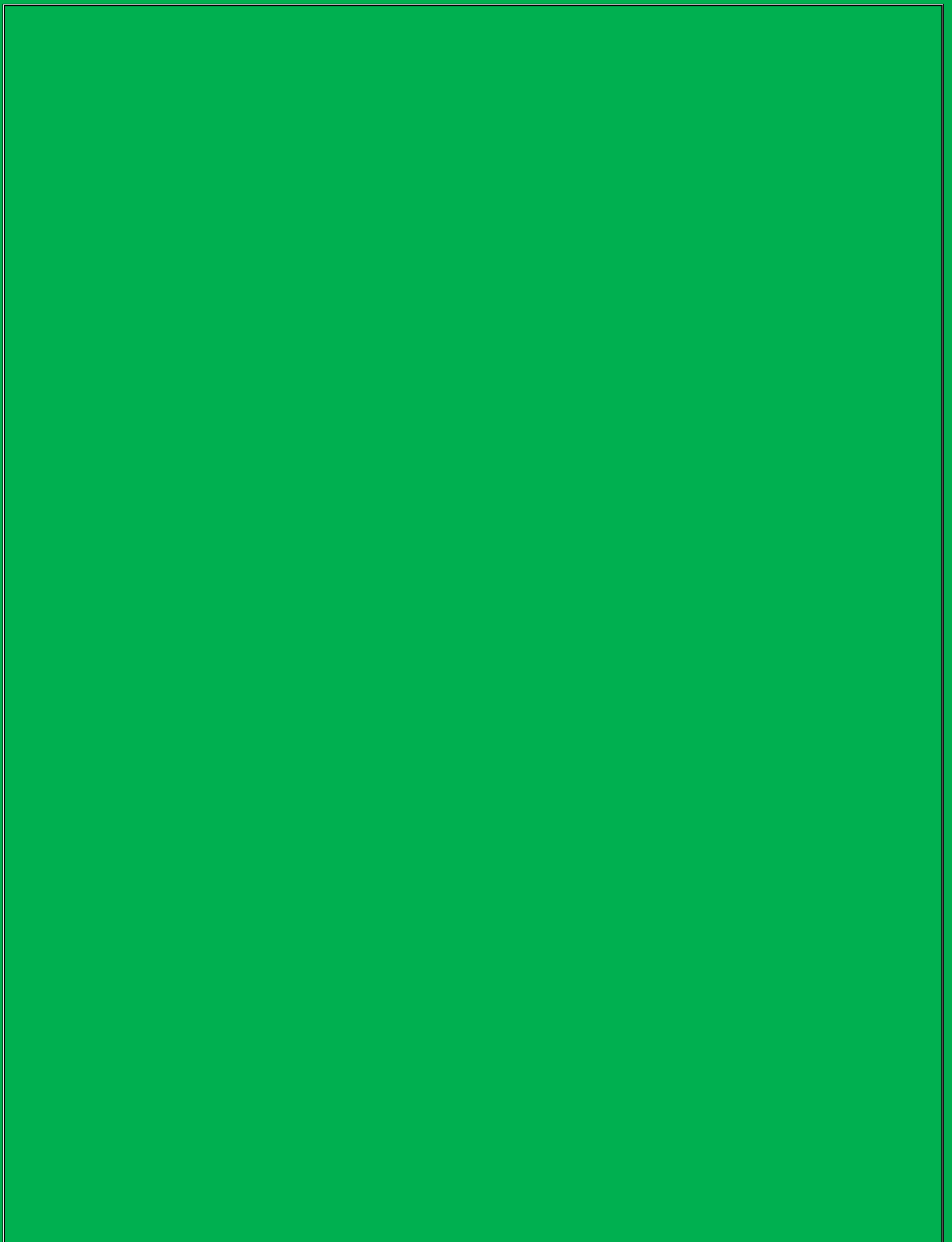
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BOARD OF TRUSTEES OF COMMUNITY COLLEGE  
DISTRICT NO. 502, DuPage, Cook and Will Counties,  
Illinois

By: \_\_\_\_\_  
President, Board of Trustees

ATTEST:

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



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER).

2. **REASON FOR CONSIDERATION**

Board approval is required to join the CAREER consortium to broaden career education opportunities in the State of Illinois.

3. **BACKGROUND INFORMATION**

In 2007, twenty-eight (28) Illinois community colleges formed a consortium to cooperatively expand educational services offered by each college by sharing career and technical programs with students from other districts without the need or cooperative agreements. In this way each district would maximize use of finances, facilities, equipment, and personnel in the college in their district and provide educational services for students in districts which might not have the program or the means to develop the program. The colleges participating in CAREER are located throughout the state, with at least half of the colleges within driving distance of College of DuPage.

In previous years it has not been advantageous for College of DuPage to sign on to the CAREER agreement since the funds received in chargebacks from other colleges was significantly more than the funds sent to colleges offering programs not available at College of DuPage.

Since 2012, the members of the CAREER agreement have restricted their students to attending only colleges in the consortium. Additionally, the College of DuPage has developed a number of the programs for which chargebacks were being sent. As a result, there has been a decline in the amount of revenue received by admitting students from other colleges into programs they do not offer, and there are specialized programs at College of DuPage that have seats that are unfilled. Also, participating in this agreement will indicate true collaboration with our community college colleagues at a time when resources are tight for all of higher education.

In joining this consortium, the student enrolling in an applied science program at College of DuPage from a neighboring district where the program is not offered is treated as though he or she is an in-district student. In-district tuition is charged for the program courses and all general education requirements and electives for the program are taken at College of DuPage. College of DuPage receives state apportionment for the credits generated as well as the completion record when the student graduates.

4. **RECOMMENDATION**

That the Board of Trustees approves College of DuPage participation in the Comprehensive Agreement Regarding the Expansion of Educational Resources.

Staff Contact: Dr. Jean V. Kartje, Vice President for Academic Affairs

## ***Community College Educational Agreement***

### ***Comprehensive Agreement Regarding the Expansion of Educational Resources***

**THIS AGREEMENT** is entered into by and among the **BOARD OF TRUSTEES** from each participating community college for the expressed purpose of providing additional educational programs to the citizens of each district involved in this Agreement.

**Black Hawk College**  
**Carl Sandburg College**  
**College of DuPage (Pending Board of Trustees Approval)**  
**Danville Community College**  
**Elgin Community College**  
**Heartland Community College**  
**Highland Community College**  
**Illinois Central College**  
**Illinois Valley Community College**  
**John Wood Community College**  
**Joliet Junior College**  
**Kankakee Community College**  
**Kaskaskia College**  
**Kishwaukee College**  
**Lake Land College**  
**Lewis and Clark Community College**  
**Lincoln Land Community College**  
**McHenry County College**  
**Moraine Valley Community College**  
**Morton College**  
**Prairie State College**  
**Rend Lake College**  
**Richland Community College**  
**Rock Valley College**  
**Sauk Valley Community College**  
**South Suburban College**  
**Southwestern Illinois College**  
**Spoon River College**  
**Waubonsee Community College**

#### **WITNESSETH:**

**WHEREAS**, it is the desire of the parties hereto to expand educational services to the greatest number of students in each district served by the parties; and

**WHEREAS**, the parties hereto believe this Agreement should be one of the means to establish a viable method of cooperation between the parties hereto; and

**WHEREAS**, by means of this agreement, the parties hereto desire to share programs of each institution and thereby maximize the utilization of the finances, facilities, equipment, and personnel

of each institution, and by so doing, provide educational services which might otherwise be impracticable for any of the parties individually; and

**WHEREAS**, the parties hereto believe that the implementation of this Agreement holds great promise for further development of higher education in Illinois; and

**WHEREAS**, this Agreement supersedes and takes the place of any and all prior cooperative agreements, and that all said prior agreements are hereby terminated.

**NOW THEREFORE**, in consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

**1. Institutional Identification**

For the purpose of this Agreement, the college district sending the students to another college will be referred to as the "Sending College" and the college receiving students from another college district will be referred to as the "Receiving College".

**2. Terms of Agreement**

The educational programs offered by the colleges as part of this Agreement shall be programs approved by the Illinois Community College Board and the Illinois Board of Higher Education. The Agreement is explicitly for programs of study leading to an Associate in Applied Science degree or certificate in Career and Technical Education.

**3. Duration of Agreement**

This Agreement shall be in force upon adoption by the Board of Trustees of each of the participating colleges and will continue until terminated under the provision of item 6.

**4. Amendments to Agreement**

Amendments and/or revisions to this Agreement may be made at a time by mutual consent of all parties in writing. Such amendments and/or revisions shall be prepared in the form of an addendum agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval by all parties in the original Agreement.

In the event of amendments and/or revisions to this Agreement, students who have entered an educational program shall be allowed to complete the program under the terms of this Agreement.

**5. Coordination of Agreement**

This Agreement shall commence in April 2007 and shall be continuous with automatic renewal. Illinois Central College in consultation with member institutions will coordinate changes and distribution of those changes to the other colleges on an annual basis when necessary.

**6. Termination of Agreement**

The participation of any college(s) in this Agreement may be terminated at the end of any spring semester to be in effect the following fall term at the request of the College President. Notice shall be given in writing on or before March 1 of the preceding academic year to each of the other College Presidents. In the event of such termination, students who have entered an educational program shall be allowed to complete the program under the terms of this Agreement.



**7. Citizens Eligibility**

Approval for students participating within this Agreement resides with the Sending College. Upon approval from the Sending College, a citizen may take advantage of the educational opportunity provided through this Agreement to apply for acceptance at a program not available in his/her home district. Furthermore, a citizen may not enroll under the provisions of this Agreement in a program of a participating institution outside of his/her own if that citizen's educational objective can be met in the college of his/her home district.

**8. Registration**

Upon written approval from the Sending College, students shall register at the Receiving College and shall be members of that district for the terms of their enrollments. Under the terms of this agreement, students may take approved courses at either institution. Upon successful completion, courses taken at the Sending College shall be acceptable to transfer to the Receiving College for completion of the program, or vice versa.

**9. Additional Educational Services**

The Receiving College shall provide access to its Learning Resources Center and other instructional resources for students from the Sending College, equal to those provided for any other student at their campus. The Receiving College shall also provide counseling/guidance and other services that will facilitate the learning process.

**10. Records and Recognition of Completion**

The Receiving College shall maintain admissions records and transcripts and issue any and all degrees or certificates to students completing the educational program. The Receiving College will provide copies of such records to the Sending College at the student's request.

**11. Scholarships and Student Activities**

The Receiving College shall be considered the home district for athletic eligibility and/or any activity where the student officially represents an institution as well as for military and Illinois State Student Assistance Commission Scholarships. Athletic eligibility will be determined by the rules of the college's athletic conference. Students from any Sending College may be eligible at any Receiving College for any other extracurricular activities, scholarships, or other recognition of excellence in the program for which they are attending at the Receiving College.

**12. Publicity**

The educational programs offered through this Agreement shall be noted in college catalogs and publicized by the participating districts in a manner consistent with ICCB requirements and institutional publicity policies. Marketing of programs into another college district will only be done with the permission of that district.

**13. Communication of Agreement**

The Sending College shall communicate the terms of this Agreement to its students attending a Receiving College. Said students will be responsible for all normal operating rules and conditions of the campus he/she is on at any given time.

**14. Reimbursement**

The Receiving College shall be eligible to file all claims for State apportionment for any student from the Sending College enrolled in the Receiving College's programs covered by this Agreement.

**15. Transportation**

Students shall be responsible for their own transportation to and from Sending and Receiving Colleges.

**16. Tuition and Fees**

Students from the Sending College will pay the resident tuition and fees of the Receiving College. All students seeking state or federal financial assistance are required to make application at the Receiving College.

**17. FTE Reporting**

For purposes of capital (construction space), FTE enrollment in the classes taken are reported by the Receiving College.

**18. Student Enrollments**

The cooperating institutions in this Agreement shall be treated as one district in relation to admission policies for the programs included herein; however, residents of the respective college districts may have priority consideration where limited program space is available.

**19. Chargeback**

Colleges sending students to receiving colleges identified in this Agreement will not pay chargebacks. Procedurally, students who wish to enroll at a Receiving College herein identified will secure from their home college a letter designating them as participants in an approved program. A copy of such letter will be sent to the Receiving College, which will thus know not to charge the out-of-district rate.

**20. Special Note:** Nothing contained in this Agreement shall operate to create a relationship of Principal and Agent between the Parties.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the date and year first above written.

# ***Community College Educational Agreement***

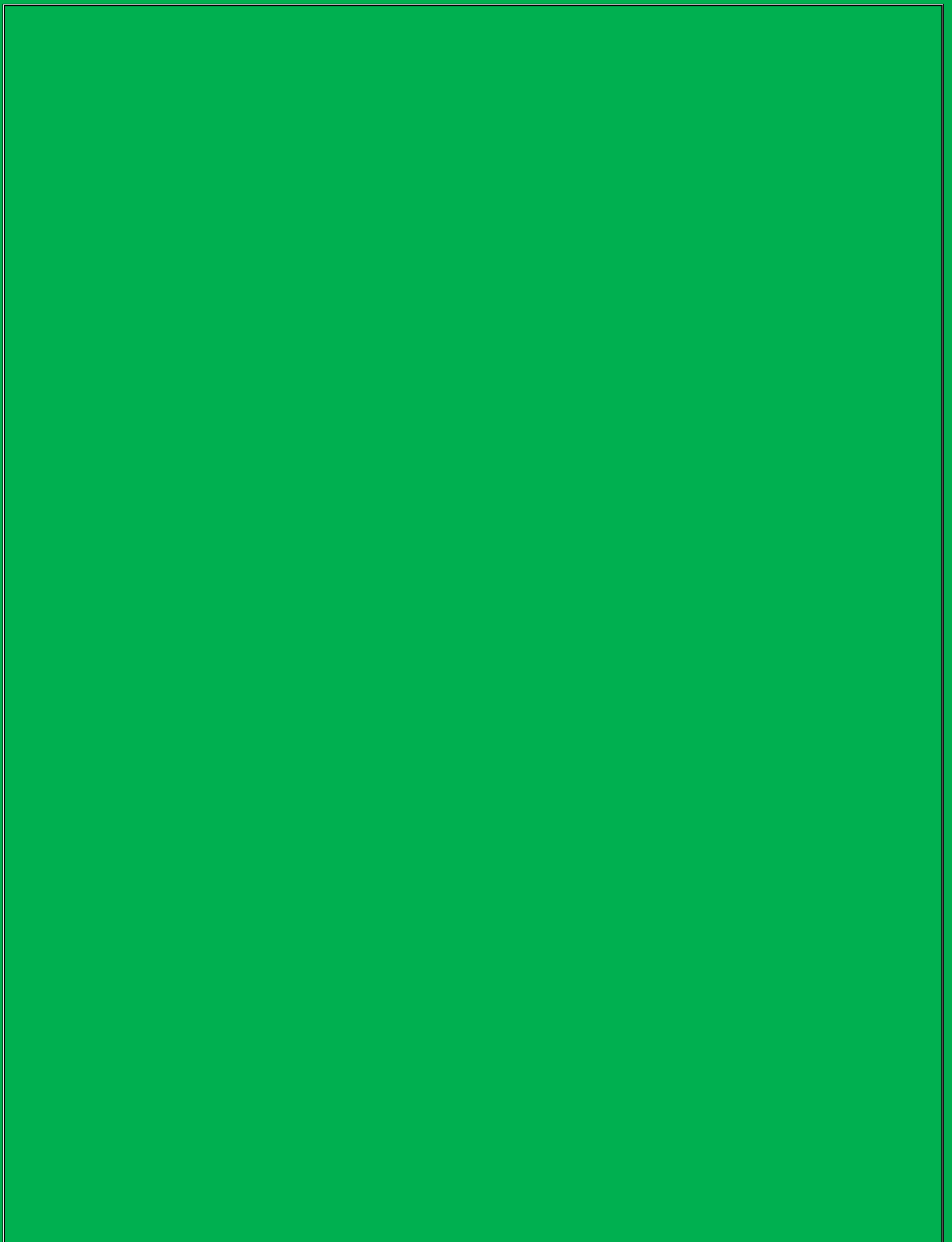
## ***Comprehensive Agreement Regarding the Expansion of Educational Resources***

### **PARTICIPATING INSTITUTIONS**

- |  |  |
|--|--|
| <b>Black Hawk College</b>                          | <b>Lewis and Clark Community College</b> |
| <b>Carl Sandburg College</b>                       | <b>Lincoln Land Community College</b>    |
| <b><u>College of DuPage (pending approval)</u></b> | <b>McHenry County College</b>            |
| <b>Danville Community College</b>                  | <b>Moraine Valley Community College</b>  |
| <b>Elgin Community College</b>                     | <b>Morton College</b>                    |
| <b>Heartland Community College</b>                 | <b>Prairie State College</b>             |
| <b>Highland Community College</b>                  | <b>Rend Lake College</b>                 |
| <b>Illinois Central College</b>                    | <b>Richland Community College</b>        |
| <b>Illinois Valley Community College</b>           | <b>Rock Valley College</b>               |
| <b>John Wood Community College</b>                 | <b>Sauk Valley Community College</b>     |
| <b>Joliet Junior College</b>                       | <b>South Suburban College</b>            |
| <b>Kankakee Community College</b>                  | <b>Southwestern Illinois College</b>     |
| <b>Kaskaskia College</b>                           | <b>Spoon River College</b>               |
| <b>Kishwaukee College</b>                          | <b>Waubonsee Community College</b>       |
| <b>Lake Land College</b>                           |  |

### **Local District Signature Page**

_____	_____
College	District Number
_____	_____
College Designee for Agreement	Contact Information
_____	_____
Chair of the Board of Trustees	Date
_____	_____
President	Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Request approval of a non-bid purchase of 15,000 test units from the College Board for ACCUPLACER tests for the remainder of FY16 through FY17.

Request approval to purchase ACCUPLACER units from the College Board for a total expenditure of \$30,750.00.

2. **REASON FOR CONSIDERATION**

Total purchases from single vendors that exceed the limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The American College Testing Company is discontinuing production and support of COMPASS placement test units in November 2016. COMPASS tests have been used by College of DuPage to determine student reading levels and which level of college or developmental English a student should be placed into upon entering College of DuPage. A Placement Task Force composed of College faculty, staff and administrators determined ACCUPLACER to be the appropriate placement test to replace COMPASS for reading, writing and English Language Instruction.

The Testing Center began implementing ACCUPLACER testing in April 2016 for new and returning students registering for classes. ACCUPLACER placement testing is available at the Testing Centers in Glen Ellyn, Carol Stream, Westmont, and Naperville, as well as various high schools in District 502. Placement testing is busiest during the summer months of June, July, and August.

This purchase will ensure that we have a sufficient quantity of test units through fiscal year 2017. The current cost per unit is \$2.05, which will increase to \$2.15 per unit in August 2016. The tests will be ordered on an as needed basis.

These purchases comply with State Statute, Board Policy and Administrative Procedures. Contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (l).

4. **RECOMMENDATION**

That the Board of Trustees approves the non-bid purchase of ACCUPLACER units for the Testing Centers from the College Board for a total expenditure of \$30,750.00.

Staff Contact: Ellen Sutton, Dean of Learning Resources

February 5, 2016

Sherry Machacek  
Coordinator of Academic Testing Services  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599

Re: Sole Source Justification

Dear Sherry Machacek:

The College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity

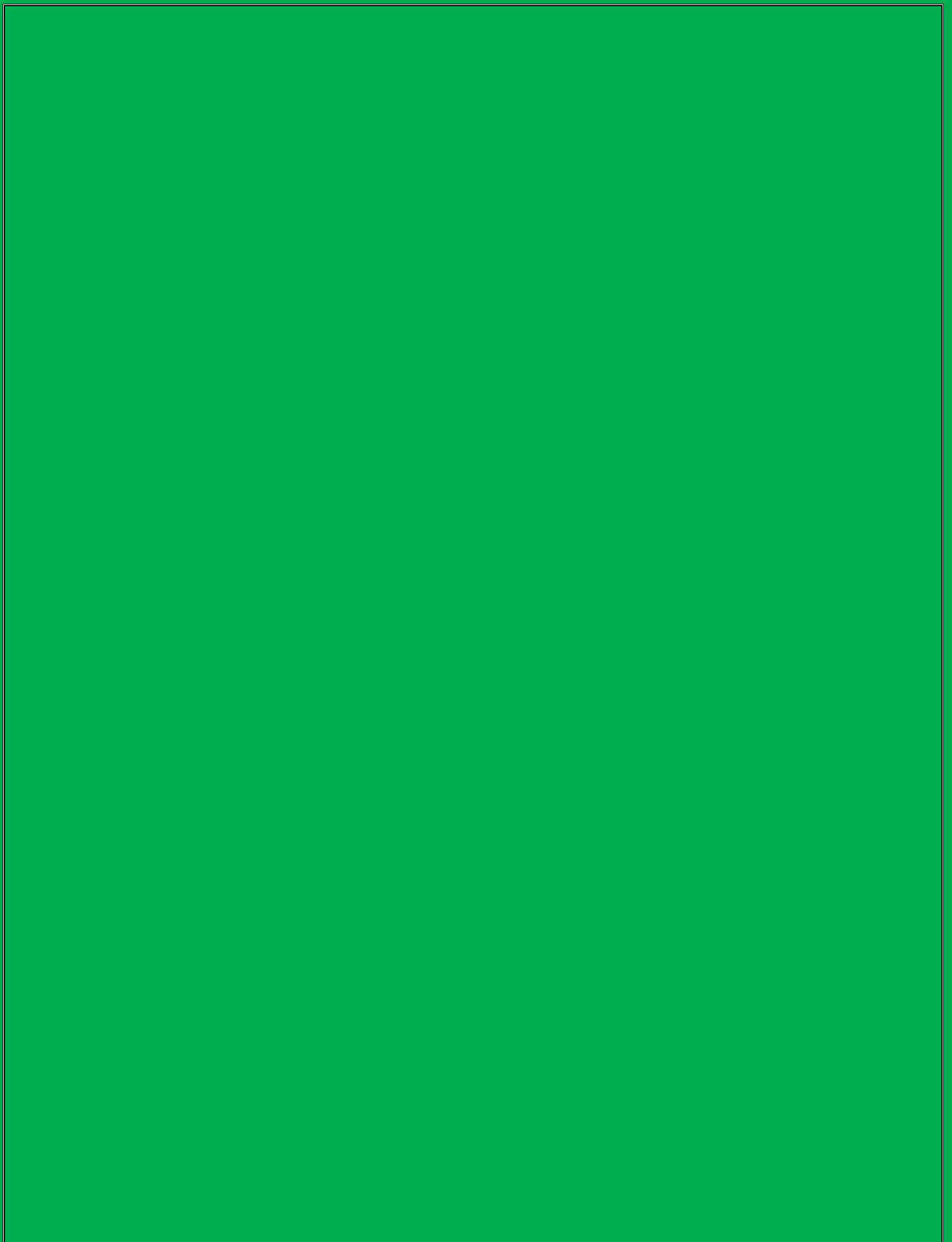
This letter is to affirm that the College Board is the sole source owner of the following programs, examinations, publications and software, which include tangible and intangible related services and materials collectively referred to as "Official College Board Offerings." Such Official College Board Offerings include without limitation the following: Advanced Placement Program®, AP®, AP Central® AP Potential™, Pre-AP®, AP Vertical Teams®, ACCUPLACER®, CLEP®, PSAT/NMSQT®, PSSS, PSAT™ 8/9, PSAT™ 10, SAT®, The Official SAT Online Course™, SAT Subject Tests™, CollegeEd®, SpringBoard®, and MyRoad™.

Feel free to contact the undersigned if you should have any questions or concerns. We thank you for the opportunity to utilize College Board offerings to help your students connect to college success.

Regards,

*Trevor Packer*

Trevor Packer  
Senior Vice President, AP & Instruction





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Approval of the 2016 – 2017 addendum to the Facility Use Agreement between DuPage Area Occupational Education System (DAOES) and College of DuPage for the use of supplemental space in the Technology Center of DuPage (TCD) on behalf of College of DuPage at a cost of \$1.81 per student per class session.

2. **REASON FOR CONSIDERATION**

The addendum fixes the 2016 – 2017 rate used to calculate the rental fee paid by College of DuPage for supplemental use of TCD space. Annual addendum approval by the Board of Trustees is required.

3. **BACKGROUND INFORMATION**

On June 15, 2005 COD entered into a ten-year lease with DAOES to rent classroom and office space contiguous to TCD, the space to be fully utilized for COD courses, programs and staff. The extension of this ten-year lease covering 2016 -2026 is presented to the Board of Trustees in this Agenda.

TCD space supplemental to that specified in the lease is available to be rented during off-hours for an additional cost calculated on a per-student-per-class basis multiplied by a rental rate determined by the revised Consumer Price Index appropriate for the College District. In 2015 – 2016, the per-student-per-class rate was \$1.78. For 2016 – 2017, the rate will be \$1.81, an increase of \$.03.

TCD space is used by College of DuPage for evening classes requiring specially equipped classrooms or labs, e.g., TCD medical labs are used for College Basic Nurse Assisting classes during the evenings and a state-of-the-art TCD computer lab accommodates the CIS 2D Game Development. Total annual costs are dependent on the number of students enrolled; collective costs for Summer 2015, Fall 2015 and Spring 2016 totaled \$9,106.48.

4. **RECOMMENDATION**

That the Board of Trustees approve the Addendum to the Facility Use Agreement between DAOES and COD for the period of July 1, 2016 through June 30, 2017.

Staff Contact: Andrea Liedtke, Manager Academic Outreach Programs

**FACILITY USE AGREEMENT  
BETWEEN  
COLLEGE OF DUPAGE OPEN CAMPUS  
AND  
DUPAGE AREA OCCUPATIONAL EDUCATION SYSTEM (DAOES)**

As an addendum to the agreement entered into on the 5/19 day of 2016, between the DuPage Area Occupational Education System (hereinafter referred to as "DAOES") and Community College District Number 502 (hereinafter referred to as "College"), the parties further agree as follows for the term commencing July 1, 2016, and ending June 30, 2017.

1. DAOES shall provide the College instructors audio visual equipment for use in the College classes held at the DAOES Center. The DAOES Satellite Supervisor shall be responsible for scheduling, delivering and returning said equipment.
2. The rental fee shall be based on the following formula: number of class sessions x number of students x rental rate = rental fee. The number of students shall be defined as the number of students determined by state apportionment claim enrolled in programs conducted by the College at the DAOES facilities excepting those students using facilities pursuant to a lease agreement entered into between DAOES and the College dated May 19, 2016.

Rental rate for July 1, 2016-June 30, 2017 - \$1.81

3. The DAOES equipment (audio visual, laboratory or shop) which is established as damaged, lost, or stolen during College use shall be repaired or replaced by the College provided DAOES gives the College written notice within 30 days of the occurrence.
4. Whenever necessary, the College shall purchase and maintain supply cabinets in laboratory areas for storage of consumable supplies used for College classes.
5. Whenever necessary, the College shall require students participating in College courses conducted at the DAOES facilities to purchase basic hand tool kits.

**For College of DuPage:**

Signature: \_\_\_\_\_  
Chairperson, Board of Trustees

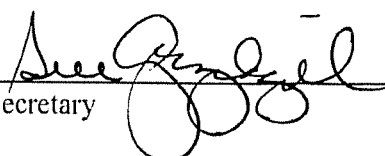
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Secretary

**For DuPage Area Occupational Education System (DAOES):**

Signature:   
DAOES Board President

Date: 5/19/16

Attest:   
Secretary

CONTRACT APPROVAL COVER SHEET

Contract Name: 2016 - 2017 DuPage Area Occupational Education System (DAOES) Lease Addendum

Requesting Department: Academic Affairs Date Initiated: May 24, 2016

Contact Name: Jean Kartje / Ellen Roberts Phone: x4516 / x2233

Email Address: kartjej@cod.edu / roberts@cod.edu

Vendor Name: DAOES Phone: 630-691-7593

Vendor Contact: Sonia Martinez, Business Manager Email: soniam@tcddupage.org

Total Contract: \$ 1.81 per student per session Contract Dates: Start: July 1, 2016

FY Budget \$ 13,500 End: June 30, 2016

Contract Purpose: Facility use for COD classes held in the Technology Center of DuPage (TCD), generally in special use rooms or labs, e.g., CIS Gaming, Auto Body, Nursing/BNA. Annual cost dependent on student enrollment. Charge per student per session, \$1.81, reflects \$0.03 increase over last year.

Contract Type: Independent Contractor Service Agreement Lease Construction Other

Has the College contracted with this vendor in the past or is this a renewal or extension of a previously approved contract? Yes No (If YES, attach a copy of the relevant agreement.)

Are required support documents attached? (see page 2) Yes

I certify that I have read and understand the terms of this agreement and have appropriate authority to submit this agreement on behalf of my department. I further certify that the agreement is complete and includes all exhibits, attachments and pages.

Print

Sign

Requester: Diane McHugh, Addison Center Supervisor

Diane McHugh

Budget Mgr.: Andrea Liedtke, Manager, Academic Outreach

Andrea Liedtke

Dept. Adm.: Jean V. Kartje, Vice President Academic Affairs

Jean V. Kartje 5/27/16

Submit to Purchasing in Berg Instructional Center (BIC), Room 1540 or email to purchasing@cod.edu

Purchasing Dept. Use Only

Comments

Approval Initials

## CONTRACT APPROVAL COVER SHEET (Instructions)

Per Administrative Procedure 10-60, all contracts entered into on behalf of the College of DuPage must be signed by the Vice President, Administration. This form must be completed in full and submitted with all contracts that require a signature.

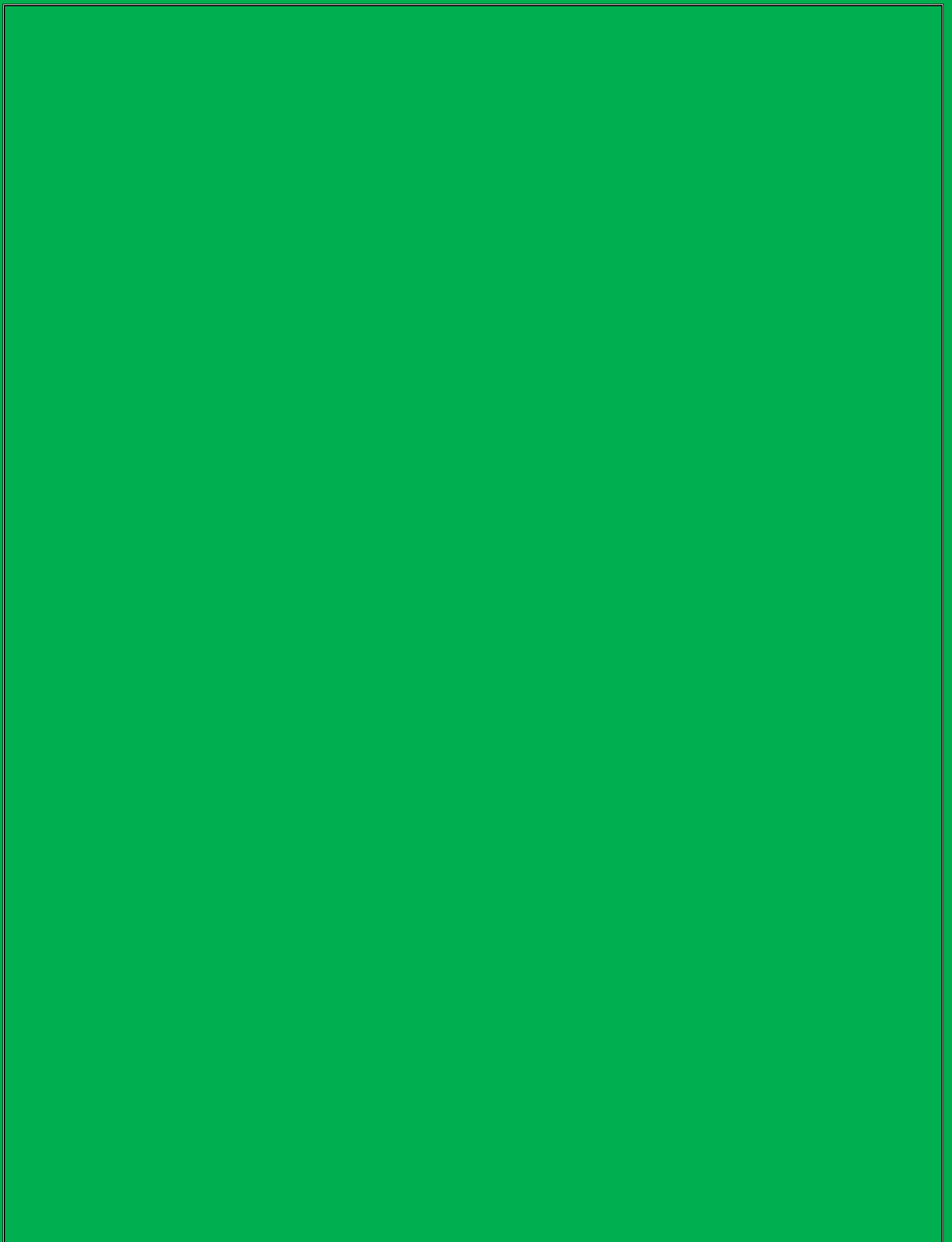
Submit the contract, along with this form and all required support documents as outlined below, to Purchasing in the Berg Instructional Center (BIC), Room 1540 or via email at [purchasing@cod.edu](mailto:purchasing@cod.edu). Purchasing will review all documents, and, if appropriate, will forward to the Vice President, Administration for signature. Contracts submitted without complete documentation will be returned to the requester.

Required support documentation:

1. Contract value less than \$5,000: Contract Purpose section should indicate action taken to confirm best price.
2. Contract value between \$5,000 and \$14,999: minimum of three (3) verbal quotes must be documented (vendor name and quoted amount) on this form or an attached sheet.
3. Contract value between \$15,000 and \$24,999: minimum of three (3) written quotes.
4. Contract value of \$25,000 or greater: bid results (bid tabulation or RFP evaluation matrix), Board Report, and confirmation of Board approval (meeting minutes or Cabinet confirmation).
5. Contracts submitted as sole source: full justification of sole source and letter from the vendor confirming they are the only source of the product/service.
6. If vendor will be providing a service on campus a Certificate of Insurance is required. For additional information contact Risk Manager.

**Upon signature, the original contract will be returned to the requester. It is the responsibility of the requester to forward all fully executed contracts/agreements, no matter the dollar amount, to the Purchasing Department by emailing to [purchasingforms@cod.edu](mailto:purchasingforms@cod.edu) for inclusion in the College's contract database. If a vendor/contractor signature is still required after signature by the Vice President, Administration, it is the responsibility of the requester to obtain the remaining signature(s). Once fully executed, requester will scan a copy of the complete contract and email to [purchasingforms@cod.edu](mailto:purchasingforms@cod.edu).**

**A copy of the signed contract, along with all required support documents, must be attached to the requisition when initiated.**



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Reappointment of Administrators.

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

In accordance with Board Policy and Procedure 15-240, Administrative Assignments, all administrators will be considered for reappointment annually and will be issued employment contracts up to two (2) years in duration, depending on service time, upon recommendation of their supervisor and with the approval of the President and the Board of Trustees. A list of administrators and their contracts for one (1) year appointments for the 2016-2017 fiscal year is attached.

4. **RECOMMENDATION**

That the Board of Trustees approves the reappointment of administrators on the list provided for the 2016-2017 fiscal year.

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

**COLLEGE OF DuPAGE**  
**2016-2017 ADMINISTRATOR REAPPOINTMENTS**

<b><u>NAME</u></b>	<b><u>CURRENT TITLE</u></b>
Awuah, Emmanuel	Associate Vice President, Academic Affairs
Brady, Scott	Interim Controller
Brady, Thomas	Associate Dean/Director Continuing Education and Homeland Security Training Institute
Ivory, Joanne	Associate Dean, Continuing Education and Director of Business Solutions
Kuhn, Karen	Executive Director COD Foundation/Assistant VP Development
Martinez, Diana	Director, McAninch Arts Center
Martins, Sandra	Associate Dean, Humanities and Speech Communication
McIntosh, Jennifer	Interim Associate Dean, Learning Resources
Michael-Lee, Kim	Interim Vice President Administration and Treasurer
Overstreet, Kirk	Assistant Dean, Adjunct Faculty Support
Roberts, Ellen	Director, Business Affairs
Schmiedl, Bruce	Director, Facilities Planning and Development
Stewart, Donna	Dean, Business and Technology
Walcher, Sheldon	Associate Dean, English & Academic ESL
Ye, Eugene	Director, Research & Analytics

June 24, 2016

Emmanuel Awuah

425 Fawell Blvd.  
Glen Ellyn, Illinois 60137-6599

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Associate VP Academic Affairs**

Dear Emmanuel,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$149,165.19, which includes a base salary increase of 3% or \$4,344.62. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

*Equal Employment Opportunity/Affirmative Action Employer*



Human Resources

June 24, 2016

Scott Brady

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Interim Controller**

Dear Mr. Brady,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017 unless terminated earlier at the discretion of the College.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$144,200.00, which includes a base salary increase of 3% or \$4,200.00. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Human Resources

June 24, 2016

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

Thomas Brady

**Re: Notice of Re-Appointment: Associate Dean / Director C.E. and Homeland Security Training Institute**

Dear Thomas,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$119,332.15, which includes a base salary increase of 3% or \$3,475.69. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vanker's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

**Human Resources**

June 24, 2016

Joanne Ivory

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Associate Dean, Continuing Education and Director of Business Solutions**

Dear Joanne,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$105,060.00, which includes a base salary increase of 3% or \$3,060.00. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vanker's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

Human Resources

June 24, 2016

Karen Kuhn

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Executive Director COD Foundation/Assistant  
VP Development**

Dear Karen,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$145,000, which includes a base salary increase of 3% or \$3,797.52 plus a promotional increase of \$14,618.57. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vanker's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

**Human Resources**

June 24, 2016

Diana Martinez

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Director, McAninch Arts Center**

Dear Diana,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$138,115.92, which includes a base salary increase of 3% or \$4,022.79. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vanker's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

*Equal Employment Opportunity/Affirmative Action Employer*

**Human Resources**

June 24, 2016

Sandra Martins

(630) 942-2460 phone  
(630) 942-4027 fax  
[cdhumres@cod.edu](mailto:cdhumres@cod.edu)  
cod.edu

**Re: Notice of Re-Appointment: Association Dean, Humanities and Speech  
Communication**

Dear Sandra,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$115,542.31, which includes a base salary increase of 3% or \$3,365.31. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vanker's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Human Resources

June 24, 2016

Jennifer McIntosh

425 Fawell Blvd.  
Glen Ellyn, Illinois 60137-6599

(630) 942-2460 phone  
(630) 942-4027 fax  
cdhumres@cod.edu  
cod.edu

**Re: Notice of Re-Appointment: Interim Associate Dean – Learning Resources**

Dear Ms. McIntosh,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017 unless terminated earlier at the discretion of the College.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$93,500.00. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

*Equal Employment Opportunity/Affirmative Action Employer*

Human Resources

June 24, 2016

Kim Michael-Lee

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Interim Vice President – Administration and Treasurer**

Dear Ms. Michael-Lee,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017 unless terminated earlier at the discretion of the College.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$164,800.00, which includes a base salary increase of 3% or \$4,800.00. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Human Resources**

June 24, 2016

Kirk Overstreet

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Assistant Dean, Adjunct Faculty Support**

Dear Kirk,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$99,090.29, which includes a base salary increase of 3% or \$2,886.12. In addition, you will continue to receive \$500 per pay period while you are performing additional work for the Learning Technologies Department. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

June 24, 2016

Ellen Roberts

425 Fawell Blvd.  
Glen Ellyn, Illinois 60137-6599

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
[cdhumres@cod.edu](mailto:cdhumres@cod.edu)  
[cod.edu](http://cod.edu)

**Re: Notice of Re-Appointment: Director, Business Affairs**

Dear Ellen,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$102,973.70, which includes a base salary increase of 3% or \$2,999.23. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

## Human Resources

June 24, 2016

Bruce Schmiedl

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu****Re: Notice of Re-Appointment: Director, Facilities Planning and Development**

Dear Bruce,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$165,902.08, which includes a base salary increase of 3% or \$4,832.10. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date

cc: Personnel File

Human Resources

June 24, 2016

Donna Stewart

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Dean, Business and Technology**

Dear Donna,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$158,132.12, which includes a base salary increase of 3% or \$4,605.79. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File

*Equal Employment Opportunity/Affirmative Action Employer*

Human Resources

June 24, 2016

Sheldon Walcher

(630) 942-2460 *phone*  
(630) 942-4027 *fax*  
**cdhumres@cod.edu**  
**cod.edu**

**Re: Notice of Re-Appointment: Associate Dean, English and ESL**

Dear Sheldon,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$99,724.60, which includes a base salary increase of 3% or \$2,904.60. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Human Resources

June 24, 2016

Eugene Ye

(630) 942-2460 phone  
(630) 942-4027 fax  
[cdhumres@cod.edu](mailto:cdhumres@cod.edu)  
cod.edu

**Re: Notice of Re-Appointment: Director, Research & Analytics**

Dear Eugene,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with a 12-month administrative appointment, commencing on July 1, 2016 and ending on June 30, 2017.

The salary for your July 1, 2016 through June 30, 2017 appointment will be \$132,721.67, which includes a base salary increase of 3% or \$3,865.68. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

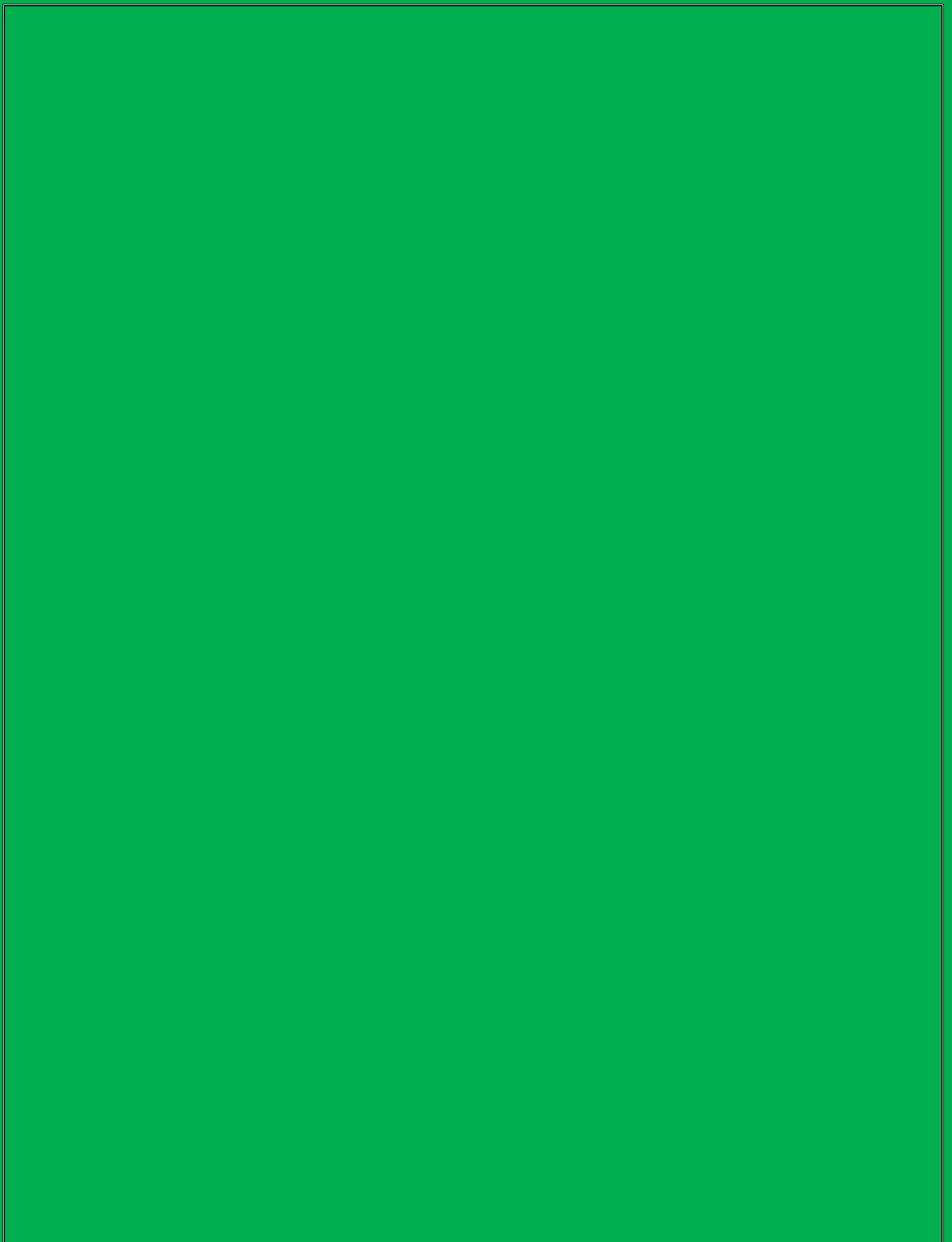
By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Contract Amendment to add additional services and increase the original contract amount limit by \$8,500.00 with Workplace Answers, LLC for online compliance training courses for Discrimination and Harassment Prevention for Higher Education and the College of DuPage Ethics and Code of Conduct.

2. **REASON FOR CONSIDERATION**

A single contract exceeding the statutory limit of \$25,000.00 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

On February 3, 2016, the Board of Trustees authorized a three-year contract with Workplace Answers, LLC to provide a library of courses for an annual fee of \$12,890.00, with a three-year contract amount limit not to exceed \$38,670.00. On February 8, 2016, the College of DuPage Ethics and Code of Conduct online training was rolled out to College employees. On June 1, 2016, Discrimination and Harassment Prevention for Higher Education will be rolled out to staff, and to faculty and student employees on September 1, 2016. To date, Polish and Spanish employees have been trained with the English online course being read by a translator.

The Teaching and Learning Center has been exploring cost effective options for translation and the Accreditation Task Force also presented a recommendation to the Shared Governance Council that ethics training be provided in multiple languages, minimally in Polish and Spanish. Workplace Answers, LLC, has the capacity to translate this course and other compliance courses for the College.

Workplace Answers, LLC is the licensor of the content and employs translators for compliance course translation. A long term investment of translating these two mandatory compliance courses into Polish and Spanish would provide all employees with a consistent online approach and the ability to train new employees who join the College throughout the year.



Workplace Answers, LLC's fees to translate two online training courses into Polish and Spanish (Discrimination and Harassment Prevention for Higher Education and the College of DuPage Ethics and Code of Conduct) is a one-time fee of \$6,500.00. An additional \$2,000.00 fee is also being requested for other general related customizations to the library of courses the College has access to, such as the addition of post-tests or adding College of DuPage content into a Workplace Answers hosted course.

The additional services and increase in fees will provide online training for Discrimination and Harassment Prevention and Ethics and Code of Conduct in English, Polish, and Spanish languages to all College of DuPage employees with and the ability to train new employees who join the College throughout the year.

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

Original Contract Amount Limit	Increase Amount Limit	New Contract Amount Limit
\$38,670.00	\$8,500.00	\$47,170.00

FY16 - Budget Information

Budget	Expenditures	Available
\$39,005.00	\$19,333.39	19,335.70

4. RECOMMENDATION

That the Board of Trustees increase the contract amount limit for online compliance training course library including ethics training with Workplace Answers, LLC, 4030 W. Braker Ln., Ste. 250, Austin, TX 78759, by \$8,500.00 to a new Contract Amount Limit not to exceed \$47,170.00.

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



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

**MONDAY, MAY 2, 2016**  
**SPECIAL BOARD MEETING ~ 7:00 P.M.**

**MINUTES**

HELD ON CAMPUS IN SSC-2206, GLEN ELLYN, IL

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1. **CALL TO ORDER**

At 7:00 p.m., Chairman Mazzochi called to order the May 2, 2016 Special Meeting of the College of DuPage Board of Trustees.

2. **PLEDGE OF ALLEGIANCE**

Chairman Mazzochi led the Pledge of Allegiance.

3. **OPENING ROLL CALL**

Chairman Mazzochi asked Secretary Napolitano to call the roll.

***Present:*** Student Trustee Escamilla, Trustees Charles Bernstein, Erin Birt, Deanne Mazzochi, Dianne McGuire, Frank Napolitano and David Olsen.

***Absent:*** Trustee Joseph Wozniak.

A quorum was present.

***Also Present:*** Timothy Elliott, Rathje Woodward; Dr. Joseph Collins, Acting Interim President; staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo.)

4. **PUBLIC COMMENT**

Keith Yearman spoke regarding Open Meetings Act violations and the appointment of Internal Ethics Officer.

George Macht spoke regarding his prior work experience with Dr. David Sam.

Beth Kane spoke regarding the qualifications of Dr. David Sam.

Judy Wherley spoke regarding the College being on the right track and thanked the Board for all of their hard work.

Don Westlake spoke regarding the quality and qualifications of Dr. David Sam.

John Kraft spoke regarding statements of economic interest.

Kirk Allen spoke regarding destruction of records and information requests.

Miguel Marino spoke to thank Dr. Collins serving as President during the

transition period.

Paul LeFort spoke regarding the boycotting of the presidential search process.

*Trustee Wozniak arrived at 7:17 p.m.*

Richard Jarman spoke regarding Buffalo Theatre Ensemble and the selection of the next president.

Roger Kempa spoke regarding the April 14 Audit Committee Meeting and the Open Meetings Act.

**5. CLOSED SESSION**

**Motion:** At 7:25 p.m. Chairman Mazzochi entertained a motion that the Board of Trustees moves into closed session. Vice Chairman Olsen moved and Secretary Napolitano seconded the motion.

Attorney Timothy Elliott read the reasons for closed session as follows: “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;” and “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”

**On roll call voting aye:** Trustees Bernstein, Birt, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

**OPEN SESSION**

**Motion:** At 8:52 p.m. Chairman Mazzochi entertained a motion that the Board return to open session. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

**Motion passed on a voice vote.**

Chairman Mazzochi declared the motion passed.

**6. SELECTION OF COLLEGE OF DuPAGE PRESIDENT**

**Motion:** Chairman Mazzochi entertained a motion with regard to the selection of College of DuPage President. Vice Chairman Olsen moved that the Board of Trustees approve the Resolution, as presented, with the following revisions: the offer of appointment as President of the College of DuPage to Dr. Ann Rondeau, at a salary not to exceed \$325,000 annually, with annual evaluations beginning December 1, 2016. Trustee Bernstein seconded the motion.

Vice Chairman Olsen stated:

“Tonight we are faced with a momentous decision. It is perhaps the most important decision we as Trustees can make. Who can lead this great institution as its next president?”

Some have suggested that we should delay this process for various reasons; the most frequently cited are concerns over the selection of the search firm consultant. That selection was made before I was appointed to the Board and I too have asked questions about that process. But I recognize the greatest need for our stakeholders, our community and our College is to have a permanent leader in place to help move the College forward. Restarting the presidential search process would only serve to further extend this period of leadership uncertainty at a crucial time for our institution. But it could be justified if the right leader for the College could not be found among the current candidates.

Fortunately, the Presidential Search Committee was able to present us with three highly qualified, distinguished and energetic individuals ready and willing to serve as the next President of the College of DuPage. Faculty, staff, students and the community had the opportunity to interact with and assess each candidate and provide feedback to the Board. Trustees had the opportunity to interview each candidate and benefitted from the thoughtful input provided by our stakeholders. Each candidate was amazing in his or her own way and would bring unique strengths to the position of President of the College of DuPage.

Thus, we as Trustees are now faced with the difficult decision - because of the excellence each candidate could bring to the position. But ultimately we must select the candidate who best recognizes both the great success and unrealized potential of the College, has the energy to rebuild the public trust, and is inspired to lead the College of DuPage forward. This, quite literally, is a time for choosing.

As I considered the choices for the next College President, I sought an individual who deeply understands the mission of the College of DuPage to provide accessible, affordable education to the community. An individual who innately recognizes the unique and important roles played by each College stakeholder, students, faculty, staff and the community. An individual who not only has the skills to address our present challenges, but the inspiration to lead the College toward a better tomorrow. An individual who would be not only a visionary leader but also a humble listener. To find a candidate who can meet even some of these requirements is a tall order, but I believe we found an individual who has all of these characteristics.

Trustee Charles Bernstein stated:

“The most important decision any one of us on the Board are likely to make is

who, among three excellent candidates we will vote for to lead this College out of probation, past the investigations and all the other negative things and into the light, to excellence and integrity in every area. A very important decision.

For me the choice is clear, Dr. Ann Rondeau. Here are my reasons: Dr. Rondeau has been an educator in an environment where the stakes don't get any higher. She was directly responsible for turning around several large education and training facilities including Great Lakes and the National Defense University. She worked and led at the highest levels of training and education for the Navy. The lives of many people, literally, depend on the quality of that education and training. A great responsibility to be chosen for that level of responsibility at that level of complexity among diverse groups with very strong opinions and to achieve excellence says a great deal about her qualities as a leader and an educator.

One of Dr. Rondeau's references is Retired Admiral Michael Mullen. When she reported to him, he was Chief of Naval Operations, the highest ranking officer in the Navy. Admiral Mullen later became Chairman of the Joint Chiefs of Staff. Here is what he said of Dr. Rondeau: "One of the best officers I've ever known. I purposely put her in the toughest command jobs in the Navy and she excelled. She works well with diverse coalitions, she is an extraordinary leader, she is caring, she is a born educator."

Her other references confirm Admiral Mullen's view.

Some have expressed concerns that someone with a military background might be too autocratic for the College of DuPage. From what I've seen, leadership involves respect and trust among the parties. A real leader is someone who is open to facts, evidence and listens to various points of view before making a decision. A leader inspires. A true leader is someone you work with and you follow not because you have to but because your head and your heart tell you too. Everything I know about Dr. Rondeau tells me that she is that kind of a leader. I have listened carefully to Dr. Rondeau in her presentation to the community, in closed session with the Board and in a private meeting. I have read all of the public comments and I have talked to everyone I could to get their input. I believe her exceptional background and her experience confirm that if selected she will establish trust, she will listen and she will form the coalitions that this College needs in order to overcome our current challenges and to achieve excellence in all areas. The depth and breadth of her experience, knowledge and understanding is exactly what we need at College of DuPage at this time."

Secretary Napolitano stated:

"It has been a great honor to be part of the process of selecting the next President for the College of DuPage, both as a Presidential Search Committee member and as a Board member. I truly enjoyed meeting so many great

candidates during this process.

One candidate truly stood out to me during the search committee interviews, the public forums and the COD Board interviews and that was Dr. Ann Rondeau. Dr. Rondeau has served this country with great distinction as a Vice Admiral in the US Navy. She did exceptional work turning around the Great Lakes Naval Service Training Command. She also served as the President of the National Defense University in Washington D.C. where many of America's finest officers and military leaders are trained. Dr. Rondeau is an excellent leader and I believe that if this motion passes that she will serve the community well in her role as College of DuPage President and I will look forward to working with Dr. Rondeau as the next President for the College of DuPage.”

Trustee Birt stated:

Because of family emergencies, I was limited in my ability to attend the frequently scheduled meetings in the last two weeks. I just wanted to say that I appreciated the amount of input that did come from the public, from those that work here at the College, and from being able to listen to all the Trustees and the amount of work they put into it and reviewed, especially from our Student Trustee. I always appreciate the Student Trustee's point of view, so I wanted to say thank you for being able to share all of that information, since I didn't have direct personal knowledge of all of the information, but it was a massive undertaking and a lot of people did spend a tremendous amount of time on this.

Chairman Mazzochi stated:

“Before I vote I would just like to offer you the words spoken by our community in support of Dr. Rondeau:

"Dr. Rondeau is honest, sincere, ethical, caring, honorable, inspirational, tough but compassionate, humble.

She has discipline and drive.

Her integrity will be a welcome strength.

Her lifelong experience of leading others and her problem solving background leads me to trust her.

When it comes to our students, I liked her *incognito* visits to the campus to try to understand our school from the students on up instead of the top on down.

Please do not be intimidated by a former military educator serving as President. There is a culture of respect and inclusion at these institutions. They are accustomed to facilitate the success of underprepared and even troubled individuals to achieve demanding and sophisticated tasks.

Dr. Rondeau's background of accomplishment aligns well with our institutional mission and our history of excellence.

I was struck by her boldness and her insight into COD when she suggested that as an institution we have a crisis in confidence when accountability is listed as a threat rather than an opportunity. She alone understands how COD has lost its way.

I have every confidence that Dr. Rondeau can lead COD off probation and drive us forward in the correct direction. Her plan was the most practical of all candidates. Long term, Dr. Rondeau brings to the table opportunities for out-of-the box thinking and I can think of nothing better for an institution of higher learning.

Her willingness to make changes will renew the College culture.

She won't squash good ideas, merely because she didn't think of them first.

Dr. Rondeau's calm but firm demeanor shows the diplomacy skills needed to navigate the conflicting demands of campus constituencies, whether amongst trustees, faculty, students or administration.

Dr. Rondeau's vision of covenant leadership, which relies on the promise of developing people at all levels and on mutual trust has been missing from COD for a long time. I believe she will really listen to you and be loyal to all the employee groups.

She understands a leader's role is to help those under her do their best.

Her belief in an emergent collective vision for the College will be the most effective way to heal this institution.

I have had the privilege of working with Dr. Rondeau. I have the utmost respect for her abilities to manage diversities of opinion and people, especially those of us who are willing to challenge her. If Dr. Rondeau were giving orders, I would follow her into battle. She has a clear vision, knows what needs to be done and will get things done, which is what we need.

I liked her statement that a "community college has a relationship of intimacy with the community, contributing to its intellectual and cultural life."

I think she would be fair and transparent on how she conducts business.

I was convinced her dedication to our College would be absolute. She will put the institution before herself.



Her sense of calling was incredibly compelling.

Most of all, Dr. Rondeau has the ability to inspire people to believe and invest in the greatness of COD."

Those were your words. So now in my words, I thank our community and for you I vote yes.

**On roll call voting aye:** Student Trustee Escamilla, Trustee Bernstein, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

**On roll call voting present:** Trustees McGuire and Wozniak.

**On roll call abstaining:** Trustee Birt.

Chairman Mazzochi declared the motion passed.

**7. APPROVAL: CONSENT JUDGMENT IN *BERLIN V. BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502***

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approves the Consent Judgment in *Berlin v. Board of Trustees of Community College District No. 502*. Secretary Napolitano moved and Trustee Bernstein seconded the motion.

Trustee McGuire stated that she has argued that this complaint should have been vigorously contested and the previous Board's action in closed session should have been defended. She further stated that she would be voting against the motion.

**On roll call voting aye:** Trustee Bernstein, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

**On roll call voting nay:** Trustees McGuire, Birt and Wozniak.

**On roll call abstaining:** Student Trustee Escamilla.

Chairman Mazzochi declared the motion passed.

**8. TRUSTEE DISCUSSION**

Chairman Mazzochi thanked the members of the College community for their support during the presidential search process, especially the members of the Presidential Search Committee. She recognized the variety of views regarding which candidate would be best to lead the College, and noted that the Board had considered all available information in making its decision. She then expressed excitement for the coming celebration of the College's 50<sup>th</sup> year, and noted that with new leadership the College has a new opportunity to further its community and national reputation as a premiere educational institution.

**9. Calendar Dates / Campus Events**

Thursday, May 5, 2016 – Special Board Meeting – SRC-2000 at 7:00 p.m.

Thursday, May 19, 2016 – Regular Board Meeting – SRC-2000 at 7:00 p.m.

**10. ADJOURN**

**Motion:** At 9:07 p.m., Chairman Mazzochi entertained a motion that the Board of Trustees adjourns. Secretary Napolitano moved and Trustee Bernstein seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the May 2, 2016 Special Meeting of the Board adjourned.

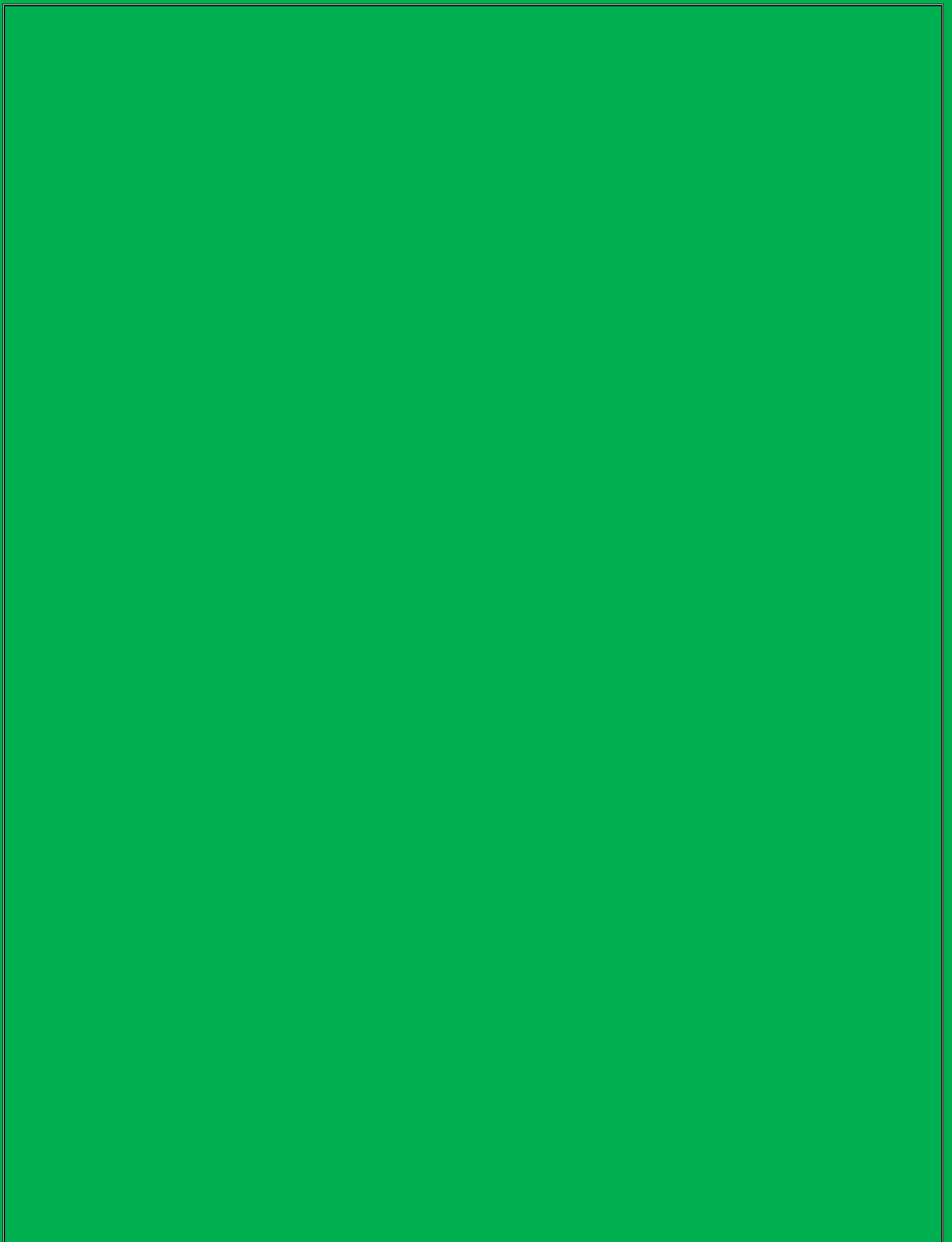
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Frank Napolitano, Secretary

Dated: June 23, 2016

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Deanne Mazzochi, Chairman



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

**THURSDAY, MAY 5, 2016**  
**SPECIAL BOARD MEETING ~ 7:00 P.M.**

**MINUTES**

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

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1. **CALL TO ORDER**

At 7:01 p.m., Chairman Mazzochi called to order the May 5, 2016 Special Meeting of the College of DuPage Board of Trustees.

2. **PLEDGE OF ALLEGIANCE**

Chairman Mazzochi led the Pledge of Allegiance.

3. **OPENING ROLL CALL**

Chairman Mazzochi asked Secretary Napolitano to call the roll.

***Present:** Student Trustee Escamilla, Trustees Charles Bernstein, Deanne Mazzochi, Frank Napolitano and David Olsen.*

***Absent:** Trustees Erin Birt, Dianne McGuire and Joseph Wozniak.*

A quorum was present.

***Also Present:** Emily Shupe, Rathje Woodward; Dr. Joseph Collins, Acting Interim President; staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo.)*

4. **PUBLIC COMMENT**

Jan Shaw spoke regarding the number of vacation and sick days in the President's contract.

Glenn Hansen spoke regarding future of College of DuPage.

*Trustee Wozniak arrived at 7:07 p.m.*

Richard Jarman spoke regarding selection of new president.

Keith Yearman spoke regarding administrative ratio to full time faculty.

Roger Kempa spoke regarding selection of Clifton Larson Allen.

**5. CLOSED SESSION**

**Motion:** At 7:12 p.m. Chairman Mazzochi entertained a motion that the Board of Trustees moves into closed session. Secretary Napolitano moved and Vice Chairman Olsen seconded the motion.

Attorney Emily Shupe read the reasons for closed session as follows: “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;” and “Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.”

**On roll call voting aye:** Student Trustee Escamilla, Trustees Bernstein and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

**OPEN SESSION**

At 8:59 p.m. Chairman Mazzochi entertained a motion that the Board return to open session. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

**Motion passed on a voice vote.**

Chairman Mazzochi declared the motion passed.

**6. INFORMATION: FY2017 BUDGET UPDATE**

Secretary Napolitano introduced the budget presentation. He noted that the Budget Committee has reviewed the draft FY2017 budget and discussed changes made at the committee level. He further noted that the budget is scheduled to come before the Board for approval at the Regular Meeting on June 23, 2016.

David Virgilio, Assistant Financial Controller, updated the Board on the draft FY2017 budget. He stated that, based on current assumptions, staff has estimated operating revenues to be about \$11 million less than the FY16 budget, and operating expenses will be approximately unchanged in FY2017 from FY2016. This leaves a deficit of about \$11 million. He then suggested possible paths to balance the FY2017 budget.

Chairman Mazzochi inquired with regard to IT expenditures and employee benefits. She noted that the bulk of employee benefits expense goes to health insurance.

Trustee Bernstein and Secretary Napolitano noted they were uncomfortable budgeting for any general State funding for the College.

Trustee Bernstein suggested he believes there are further opportunities to cut expenses. Secretary Napolitano said he would be more comfortable if there were a way to reduce expenses so the budget would not rely on State funding to balance.

Vice Chairman Olsen concurred that staff should be challenged to further reduce expenses in order to preserve fund balance.

Chairman Mazzochi inquired as to whether the proposed FY2017 budget includes the College self-funding MAP Grants in the same way it was done in FY2016. Mr. Virgilio confirmed that the FY2017 proposed budget does include this.

Trustee Wozniak stated he believes reserve funds should be preserved as much as possible.

Chairman Mazzochi thanked Trustees for the discussion and asked that a revised presentation be placed on the agenda for the May 19, 2016 Regular Board Meeting.

**7. APPROVAL: EMPLOYMENT AGREEMENT OF DR. ANN RONDEAU**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approves the Employment Agreement of Dr. Ann Rondeau. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

Dan Kinsella, Attorney with Schuyler, Roche & Crisham, explained that the benefits provided to Dr. Rondeau in the proposed contract are in line with other senior administrators at the College and are publicly posted on the HR website.

Chairman Mazzochi stated the Board wanted to ensure that to the extent Dr. Rondeau receives any particular benefits, they are the same as what other senior administrators receive. She noted that the Board has learned from its past experience in drafting the contract with Dr. Rondeau. The contract has no hidden clauses or benefits and a model of transparency.

Vice Chairman Olsen stated that the proposed contract with Dr. Rondeau is a model contract. It is clear, accountable and transparent.

**On roll call voting aye:** Student Trustee Escamilla, Trustee Bernstein, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

**On roll call abstaining:** Trustee Wozniak.

Chairman Mazzochi declared the motion passed.

**8. TRUSTEE DISCUSSION**

Chairman Mazzochi thanked Dr. Barbara Johnson, administrative liaison from the Higher Learning Commission to the College, for spending time meeting with College administrators in Closed Session. She further stated she attended a student class

discussing ways to improve student parking, and she and Vice Chairman Olsen attended the Celebration of Academic Excellence event on the evening of May 4.

Vice Chairman Olsen noted President-designate Dr. Ann Rondeau will be on campus on Friday, May 6 and will meet with faculty, staff and students at a morning breakfast. Vice Chairman Olsen then recognized Dr. Collins for his leadership during a challenging time for the College.

Trustee Bernstein, Secretary Napolitano and Student Trustee Escamilla further thanked Dr. Collins.

Trustee Bernstein clarified a comment made by a member of the public with regard to an Audit Committee Meeting that took place on April 14. Trustee Bernstein noted that he is the chair of the committee and had allowed public commenters to speak for the customary three minutes but allowed this commenter to speak longer than the three minute limit at the request of a member of the committee.

**9. Calendar Dates / Campus Events**

Thursday, May 19, 2016 – Regular Board Meeting – SRC-2000 at 7:00 p.m.

**10. ADJOURN**

**Motion:** At 9:30 p.m., Chairman Mazzochi entertained a motion that the Board of Trustees adjourns. Vice Chairman Olsen moved and Secretary Napolitano seconded the motion.

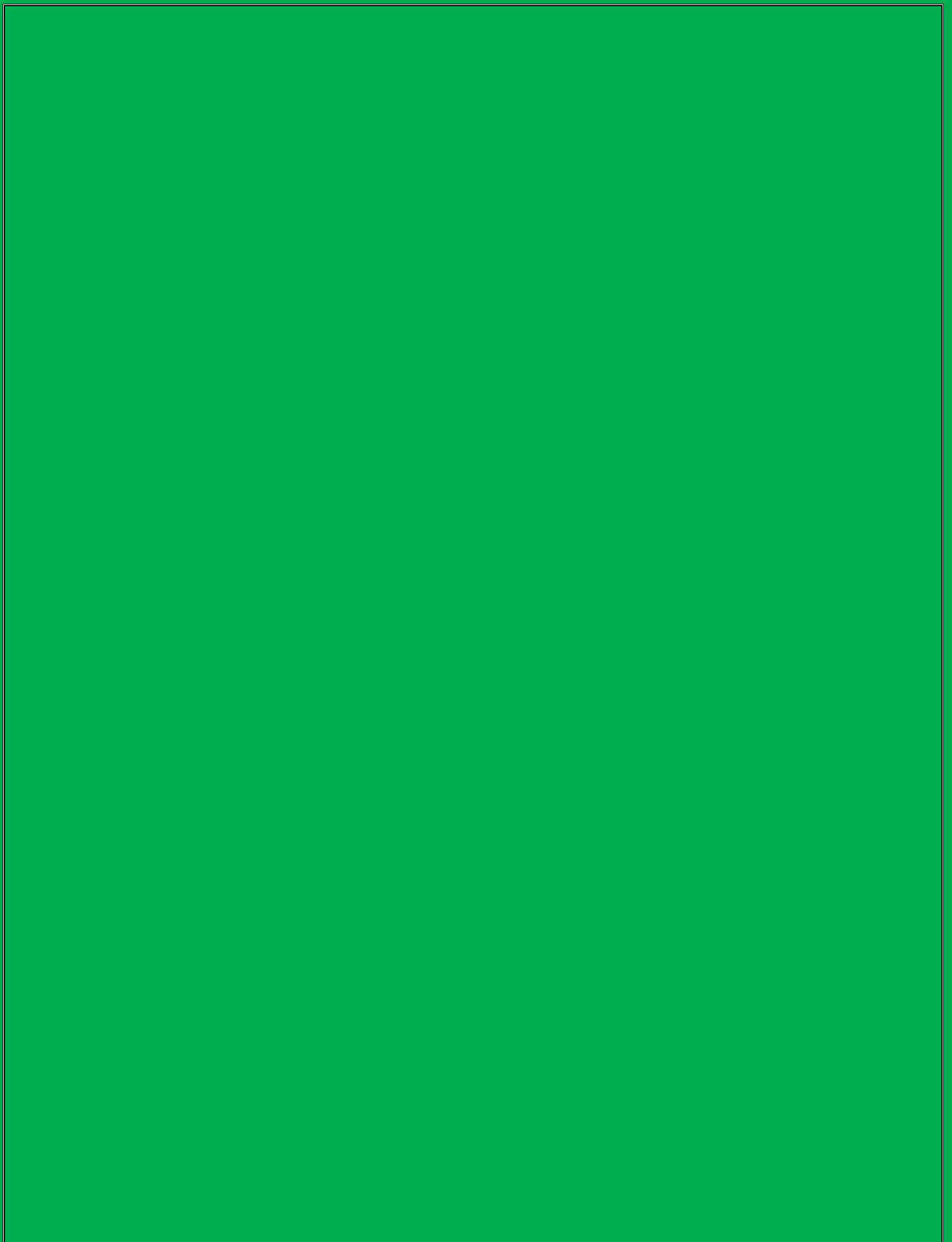
Motion passed on a voice vote.

Chairman Mazzochi declared the May 5, 2016 Special Meeting of the Board adjourned.

\_\_\_\_\_  
Frank Napolitano, Secretary

Dated: June 23, 2016

\_\_\_\_\_  
Deanne Mazzochi, Chairman





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

**THURSDAY, MAY 19, 2016**  
**REGULAR BOARD MEETING ~ 6:00 P.M.**

**MINUTES**

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

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1. **CALL TO ORDER**

At 6:00 p.m., Chairman Mazzochi called to order the May 19, 2016 Regular Meeting of the College of DuPage Board of Trustees.

2. **PLEDGE OF ALLEGIANCE**

Chairman Mazzochi led the Pledge of Allegiance.

3. **OPENING ROLL CALL**

Chairman Mazzochi asked Secretary Napolitano to call the roll.

***Present:*** Student Trustee Escamilla, Trustees Charles Bernstein, Deanne Mazzochi, Dianne McGuire, Frank Napolitano and David Olsen.

***Absent:*** Trustees Erin Birt and Joseph Wozniak.

A quorum was present.

***Also Present:*** Emily Shupe, Rathje Woodward; Dr. Joseph Collins, Acting Interim President; staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo.)

4. **CLOSED SESSION**

**Motion:** At 6:01 p.m. Chairman Mazzochi entertained a motion that the Board of Trustees moves into closed session. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

Attorney Emily Shupe read the reasons for closed session as follows: "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."

**On roll call voting aye:** Student Trustee Escamilla, Trustees Bernstein and McGuire, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

*Trustee Wozniak arrived during the Closed Session at 6:11 p.m. Trustee Birt arrived during the Closed Session at 7:02 p.m.*

### **OPEN SESSION**

At 7:10 p.m., Chairman Mazzochi entertained a motion that the Board return to open session. Vice Chairman Olsen moved and Student Trustee Escamilla seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the motion passed.

### **5. PUBLIC COMMENT**

Glenn Hansen spoke regarding outstanding faculty and advisors, graduation and accreditation.

Richard Jarman spoke regarding outstanding faculty and advisors and the dawning of a new era.

Keith Yearman spoke regarding unfilled positions funding arts programs.

Roger Kempa spoke regarding the external audit firm and the investment policy.

### **6. REPORTS**

#### **a. Chairman's Report**

Chairman Mazzochi thanked the outstanding faculty and advisors who will be recognized later in the meeting.

Chairman Mazzochi asked Trustees to indicate their current committee assignments as well as preferences for committee assignments. Trustees briefly discussed committee assignments and preferences.

Chairman Mazzochi noted that the General Counsel position has been posted. She indicated she would form an *ad hoc* search committee to conduct a formal review of any resumes that come in and make recommendations to the Board. She suggested that the membership of the committee include a faculty member who is an attorney, a member of the public who is an attorney, the Vice President for Human Resources, and several Trustees. Chairman Mazzochi said that Vice Chairman Olsen has indicated he is willing to serve on the committee and invited Trustee Birt to serve on the committee as well. Trustee Birt said she would follow up with Chairman Mazzochi.

Chairman Mazzochi then gave an updated presentation on the response to the Higher Learning Commission letter and probation. She reiterated the timeline for the

College's response to the HLC, including the due date for the assurance filing in February 2017. She then reviewed specific progress made by the College on each of the Core Components which were "not met" or "met with concerns" and discussed specific steps the Board could take at the current meeting with the approval of agenda items, including revisions to the audit and investment policies, strengthening whistleblower protections, ethics training for the Board, and a facilitated Board retreat. She noted that she would continue to update everyone regarding the response to the HLC on behalf of the Board.

Chairman Mazzochi then noted that she had distributed two published articles to the Trustees. She said that the purpose of distributing these articles was to give the Trustees ideas about how to function better to support the College, and asked that Trustees read the articles and the Board can discuss them at the June meeting. She then asked that another Trustee volunteer to find an article to share in June, and Vice Chairman Olsen said he would be willing to identify an article to share with the Board.

Finally, Chairman Mazzochi said she will attempt to be more systematic in scheduling presentations to the Board throughout the coming year to ensure the Board is provided updates from and exposure to all of the areas of the College.

**b. Student Trustee's Report**

Student Trustee Escamilla began by congratulating all the 2016 graduates. She then introduced two student presentations. She then invited Jude Geiger, Assistant Professor of Speech and Communications, to present regarding the Forensics Team.

Mr. Geiger gave a brief overview of the College's Forensics Program. He noted that students have the opportunity to compete in four different genres of events: Traditional Public Speaking; Limited Preparation Events; Oral Interpretation; and Debate. He said the team has had a very successful season this year. He then recognized the other coaches including: Laura Morgan, Matt Beilfuss, Melissa Gomez, Kelsey Feigle and Mia Posten. He then recognized individual student award-winners: Feris Ahmed from Naperville, Gold in Impromptu Speaking and Bronze in Extemporaneous Speaking; Tia Collins from Hanover Park, Gold in Impromptu Speaking and Bronze in International Public Debates; Katrina Caluzza from Aurora, Lindsey Cooper from Naperville, Oliver DuBond from Wood Dale, Nicholas Hunnyset from Lisle, Bridget Mora from Woodridge, and Michael Neil from Glen Ellyn, Bronze in International Public Debate and Bronze in Extemporaneous Speaking; Kelsey Newman from Glen Ellyn, Rocky Roccai from Bensenville, Stephanie Ruiz Gonzales from Woodridge, Emma Swanson from Bensenville, and Sabrina Thomas from Downers Grove, Bronze in Extemporaneous Speaking; and Muharis Suhil from Woodridge, Silver in Program Oral Interpretation and Bronze in Speech to Entertain. Mr. Geiger then introduced two student performances from Feris Ahmed and Tia Collins, who each performed their speeches.

Student Trustee Escamilla then introduced two student members of Phi Theta

Kappa, Hope Drager and Carla Chavez, to present regarding the Fuel Pantry Project. They said that Phi Theta Kappa had identified the growth of food insecurity amongst COD students as an important issue and discussed the process undertaken to conceptualize, develop and establish the Fuel Pantry. They then discussed the sustainability of the project by partnering with service learning classes.

**c. President's Report**

Acting Interim President Dr. Joseph Collins stated that about 3,200 students will be receiving their certificates or degrees this year. The Commencement ceremony will be held on Friday, May 20, 2016. He also announced that GED graduation will be held on Saturday, May 21. Dr. Collins then recognized the success of STEM-CON, which was held last week on campus. He noted that over 2,000 people attended and over 35 faculty members supported this initiative.

**d. Academic Committee Report**

Trustee Bernstein, Chairman of the Academic Committee, noted that the Committee serves as a forum for discussion and interaction among the various academic stakeholders. He thanked the members of the Committee for their service. He then gave a brief overview of the May 11th meeting of the Committee.

**e. Audit Committee Report**

Trustee Bernstein, Chairman of the Audit Committee, noted that the Committee had met on May 11th. He noted that the Committee had heard a presentation from John Hoffmeister of Clifton Larson Allen regarding the external audit. Other topics discussed at the May 11th meeting included the Accreditation Task Force recommendations on internal audit, Board Policy 15-27 Confidential Reporting of Wrong Doing, Board Policy 5-220 Audit Committee, Board Policy 10-55 Investment of College Funds, and an initiative to review the College's internal controls.

**f. Budget Committee Report**

Secretary Napolitano, Chairman of the Budget Committee, noted that the Board is now considering a budget that will keep the taxes and tuition flat for FY2017 despite the financial uncertainty in Springfield.

**g. Higher Learning Commission Task Force**

Mr. James Bente, Vice President for Planning and Institutional Effectiveness and Accreditation Task Force Chairman, discussed the process undertaken by the Task Force to identify the recommendations provided in the report provided to the Shared Governance Council. He then specifically addressed the recommendations related to the past issues at SLEA. He then publicly recognized and thanked the members of the Task Force for their collaborative work. He introduced Professor Tom Tipton, a member of the Accreditation Task Force.

Professor Tipton came forward with Professor David Goldberg and shared his views about the collaborative work that was done by the Task Force. He said the Task Force was an excellent example of the representatives from the College's

constituencies working together for the well-being of the College and it is a microcosm of how he would like to see the College function. He said he believes the recommendations of the task force, if fully implemented, will be significant cultural changes and promote institutional accountability. He added that the deliberations were thorough, and all members agreed to hear each other out and to work toward a consensus. He suggested that such collaborative dynamics can be used to strive for excellence beyond accreditation. Professor Tipton said it has been an honor to serve as a representative of the faculty on the Task Force and noted that while the task force's work will continue on through the HLC site visits and the filing of the assurance narrative, he carries the work that the Task Force has done thus far as a point of pride in his career at COD.

## **7. PRESENTATIONS**

- **2015-2016 Outstanding Full-time Faculty and Advisors**

Dr. Jean Kartje, Vice President Academic Affairs, introduced the recipients of the awards:

2016 College-wide Outstanding Full-time Faculty member:

Kathy Cabai, Professor, Surgical Technology, Health Sciences Division

2016 College-wide Outstanding Part-time Faculty member:

Erika Rakas, Lecturer, Speech Communications, Liberal Arts Division

2016 Divisional Outstanding Full-time Faculty:

Maureen McBeth, Professor of Accounting, Business and Technology Division

Tom Robertson, Associate Professor of Automotive Technology, Business and Technology Division

April Zawlocki, Assistant Professor of Education, Health Sciences Division

Tom Carter, Professor of Physics, Health Sciences Division

Tim Caldwell, Assistant Professor of Fire Science, Health Sciences Division

Debra Smith, Reference Librarian, Learning Resources Division

Jason Snart, Professor of English, Liberal Arts Division

Eva Maria Raepple, Professor of Philosophy, Liberal Arts Division

2016 Outstanding Advisers:

Sally Fairbank, Professor of Paralegal Studies, Business and Technology Division

Nancy Hemphill, Student Success Counselor, Student Affairs Division

- **Model United Nations**

Dr. David Goldberg, Professor of Political Science, and Christian Goergen, Professor, Political Science introduced two student members of Model United Nations, Mary Hewitt and Tom Redman. They gave an overview of the organization and its mission. They stated that Model UN is an attempt to simulate the activities of the United Nations or other international organizations. Benefits for students include developing public speaking skills and learning about international laws. They then discussed the competitions in which the club participated this academic year.

- **FY2017 Budget**

Mr. David Virgilio, Assistant Financial Controller, presented a brief summary of the FY2017 proposed budget. He noted that the budget will be available for public viewing for 30 days both online and at several area libraries. He stated that a Public Hearing on the Budget will be held on June 23, 2016. Trustees then briefly discussed the budget.

**8. INFORMATION**

The following items were provided to the Board for Information:

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Association of Governing Boards – Professional Development Articles
- e. Buffalo Theatre Ensemble Business Plan Progress Report
- f. Draft IT Plan as of May 11, 2016
- g. Draft Campus Master Plan Update
- h. Accreditation Task Force Recommendations

*Trustee Birt left the meeting at 9:05 p.m.*

**9. CONSENT AGENDA**

Chairman Mazzochi asked if there were any Consent Agenda items the Board would like to pull and vote on separately. Trustee McGuire requested that the following Agenda Items be pulled:

- Item 9b: Printing of three Continuing Education Course Schedules during FY17 to K.K. Stevens Publishing Co., in the amount of \$135,172.68.
- Item 9d: 2016 Pavement Sealing and Repairs Project to the lowest responsible bidder, Denler, Inc., for the lump sum bid amount of \$465,950.00.
- Item 9e: Approval of the Cooking Suite for Waterleaf Kitchen to Edward Don & Company for a contract amount of \$61,492.39.
- Item 9f: Purchase of Advertising from Job Target One-Click, in the amount of \$75,000.00.
- Item 9k: Approval of payment of the newly assessed 2015 Property Taxes in Protest and authorizes the College's attorneys to take appropriate action (including the filing of legal action) to challenge the newly assessed 2015 Property Taxes.
- Item 9p: Physical Education Center (PEC) scoreboard replacement to Corrective Digital Displays for the lump sum amount of \$106,559.00 for the football, baseball and softball scoreboards.
- Item 9aa: Financial Reports

**Motion:** Chairman Mazzochi entertained a motion to approve the Consent Agenda with the above items pulled. Vice Chairman Olsen moved and Trustee McGuire

seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

- a. Purchase for A/V Equipment to Midwest Computer Products, Inc., 33W512 Roosevelt Road, West Chicago, IL 60185, for an amount not to exceed \$91,906.40.
- b. Item pulled.
- c. That the Board of Trustees approves the following maintenance contracts for service on the following items for a total FY17 expenditure of \$1,608,584.45:

(A)	Blackboard (Course Management System) 650 Massachusetts Ave., NW Washington, DC 20001	\$ 137,329.00
(B)	Campus Labs, Inc. (formerly Higher One, Inc. – for Collegiateline software renewal) 210 Ellicott Street, Suite 200 Buffalo, NY 14203	\$ 29,659.00
(C)	ESM Solutions (Mercury Commerce) 2700 Kelly Road, Suite 100 Warrington, PA 18976	\$ 33,420.00
(D)	Ellucian, Inc. (formerly Datatel/Colleague Systems) 4375 Fair Lakes Court Fairfax, VA 22033	\$ 707,971.00
(E)	Illinois Dept. of Central Management (ICN – Illinois Century Network) Communications Revolving Fund PO Box 7199 Springfield, IL 62791-7199	\$ 35,160.00
(F)	Info-Tech Research Group (Research and Advisory Membership Services) 602 Queens Avenue London, ON CANADA N6B 1Y8	\$ 26,281.33
(G)	Lexmark Enterprise Software-Perceptive Content (formerly Perceptive Software – ImageNow Document Imaging) 22701 W. 38 <sup>th</sup> Street Shawnee, KS 66226	\$ 69,224.22
(H)	Meridian IT, Inc. (Hewlett Packard Firewall and Intrusion Prevention System (IPS))	\$ 35,361.10



Nine Parkway North, Suite 500  
Deerfield, IL 60015

(I)	Oracle Corporation for Hyperion (Budget Management System) 500 Oracle Parkway Redwood Shores, CA 94065	\$ 41,921.00
(J)	Rave Wireless, Inc. 50 Speen Street, Suite 301 Framingham, MA 01701	\$ 47,670.80
(K)	SAP Public Services (Data Warehouse and Reporting Systems) 1300 Pennsylvania Avenue Washington, DC 20004	\$ 64,534.00
(L)	TouchNet Information Systems (eCommerce Payment System) 15520 College Blvd. Lenexa, KS 66219	\$ 104,802.00
(M)	Automated Logic/Tridium (Building Automation System for CHC, TEC, & Carol Stream Center)	\$ 26,664.00
(N)	Honeywell (Building Automation System for HSC, BIC & SSC)	\$ 136,339.00
(O)	Siemens (Building Automation System for PE, MAC, CMC, SRC, SCC Naperville & Westmont Centers)	\$ 110,248.00
	<b>Total FY17 Maintenance Contract Renewals:</b>	<b>\$1,608,584.45</b>

- (d) Item Pulled.
- (e) Item Pulled.
- (f) Item Pulled.
- (g) Consortium Purchase of 72 Leica Microscopes from W. Nuhsbaum, Inc., for a not to exceed amount of \$79,185.60.
- (h) New Employee Background Check Services – Bid Rejection.
- (i) Approval of facility rental to Naperville Yellow Box, 635 Emerson Lane, Naperville, IL 60540, for 10 weeks of access to 14 classrooms and common space to conduct the Continuing Education Youth Academy classes from June 7, through August 12, 2016, for an amount of \$30,000.00.
- (j) Approval of the following Board Policies:  
Revised Board Policies:
  - Policy 15-55: Travel Expenses for Prospective Candidates
  - Policy 15-201: General Employment Classifications (non-faculty)
  - Policy 15-385: Definition of Classified Employment



New Board Policies:

Policy 15-470: Definition of Managerial Employment

Policy 15-480: Assignment of Managerial Employees

- (k) Item pulled.
- (l) Approval of the purchase of the Building Automation System Upgrades from Honeywell Building Solutions, 95 E. Algonquin Ave., Building D, Des Plaines, IL 60017, per GSA Schedule for a contract amount of \$49,922.34.
- (m) The Board of Trustees authorizes the Interim Vice President, Administration to execute the procurement of energy supply contracts in both Electricity and Natural Gas using an open-market bid.
- (n) Approval of bid for Wireless Proximity Lockset System to the lowest responsible bidder, Advanced Wiring Solutions, 4838 W. 128<sup>th</sup> Place, Alsip, IL 60803, for the lump sum bid amount of \$104,551.00.
- (o) Approval of bid for Telephone Maintenance & Support Services RFP to ConvergeOne, 3344 Highway 149, Egan, MN 55121, for the amount of \$69,540.00 plus additional technician support hours not to exceed \$15,000.00 for a total of \$84,540.00.
- (p) Item pulled.
- (q) Approval of the 22-credit hour Automotive Service Management Certificate Program.
- (r) Approval of the 37-credit hour Building Automation Systems Certificate.
- (s) Approval of the 16-credit hour Power Equipment and Technology Certificate Program.
- (t) Minutes of the Special Board of Trustees March 3, 2016 Meeting.
- (u) Minutes of the Special Board of Trustees April 7, 2016 Meeting.
- (v) Minutes of the Special Board of Trustees April 18, 2016 Meeting.
- (w) Minutes of the Special Board of Trustees April 19, 2016 Meeting.
- (x) Minutes of the Special Board of Trustees April 20, 2016 Meeting.
- (y) Minutes of the Organizational & Regular Board of Trustees April 21, 2016 Meeting.
- (z) Personnel Action Items.
- (aa) Item Pulled.
- (bb) Approval of two (2) Orchestra Shell Towers to complete the McAninch Arts Center (MAC) – bid rejection.
- (cc) Approval of 50<sup>th</sup> Anniversary Graphics from Florida Graphics Services, 1351 N. Arcturas Avenue, Clearwater, FL 33761, in the amount of \$40,765.19.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

**PULLED ITEMS:**

**Item 9b**

**Motion:** Chairman Mazzochi entertained a motion to approve the printing of three

Continuing Education Course Schedules during FY17 to K.K. Stevens Publishing Co., in the amount of \$135,172.68. Trustee McGuire moved and Vice Chairman Olsen seconded the motion.

Trustee McGuire inquired as to why there has been such a large increase in the cost of printing Continuing Education course schedules. Joseph Cassidy, Dean Continuing Education/Extended Learning, said that the College is increasing distribution of the schedules to target more of the total district.

Vice Chairman Olsen asked if the College will consider further increasing the distribution. Mr. Cassidy noted that distribution will continue to increase, however, classroom space is limited on campus and at satellite locations.

Trustee Bernstein inquired as to statistics the percentage of Continuing Education students who matriculate. Mr. Cassidy noted that the FTE matriculation is extremely impressive.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

**Item 9d**

**Motion:** Chairman Mazzochi entertained a motion to approve the 2016 Pavement Sealing and Repairs Project to the lowest responsible bidder, Denler, Inc., for the lump sum bid amount of \$465,950.00. Trustee McGuire moved and Trustee Wozniak seconded the motion.

Trustee McGuire asked who has been the pavement provider in the past. Jim Ma, Director of Facilities Operations, explained that Patriot was the College's previous provider but they were a high bidder.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

**Item 9e**

**Motion:** Chairman Mazzochi entertained a motion to approve the Cooking Suite for Waterleaf Kitchen to Edward Don & Company for a contract amount of \$61,492.39. Trustee McGuire moved and Trustee Bernstein seconded the motion.

Trustee McGuire inquired as to the frequency of equipment replacement. Donna Stewart, Dean of Business & Technology, explained that some equipment was transitioned over from the previous kitchen and had reached the end of its useful life.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

**Item 9f**

**Motion:** Chairman Mazzochi entertained a motion to approve the Advertising from Job Target One-Click, in the amount of \$75,000.00. Vice Chairman Olsen moved and Trustee McGuire seconded the motion.

Trustee McGuire said she was pleased to see that by using Job Target the College can eliminate Career Builder and save money.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

**Item 9k**

**Motion:** Chairman Mazzochi entertained a motion to approve the payment of the newly assessed 2015 Property Taxes in protest and authorizes the College's attorneys to take appropriate action (including the filing of legal action) to challenge the newly assessed 2015 Property Taxes. Trustee McGuire moved and Secretary Napolitano seconded the motion.

Trustee McGuire inquired as to the amount of the payment. Vice Chairman Olsen responded that a revised item was distributed. He noted the payment in protest is \$135,519.93.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

**Item 9p**

**Motion:** Chairman Mazzochi entertained a motion to approve the Physical Education Center (PEC) scoreboard replacement to Corrective Digital Displays for the lump sum amount of \$106,559.00 for the football, baseball and softball scoreboards. Vice Chairman Olsen moved and Trustee McGuire seconded the motion.

Trustee McGuire inquired regarding the cost of adding the basketball scoreboard. Paul Zakowski, Associate Dean of Physical Education, noted that ad spaces are

available for purchase and the College will use that revenue to purchase a basketball scoreboard which is estimated to cost about \$30,000.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

**Item 9aa**

**Motion:** Chairman Mazzochi entertained a motion to approve the Financial Reports. Trustee Bernstein moved and Vice Chairman Olsen seconded the motion.

Trustee McGuire discussed the format of the Financial Reports.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

**On roll call voting nay:** Trustee McGuire.

Chairman Mazzochi declared the motion passed.

10. **DISCUSSION: Accreditation Task Force Recommendations**

Chairman Mazzochi said she appreciates receiving the preliminary recommendations of the Task Force, and encouraged the Task Force to continue to make recommendations, include those regarding the Board. She noted that the Board has already started to implement some recommendations, and some warrant further feedback and discussion.

Vice Chairman Olsen shared that the Audit Committee discussed the internal audit recommendations in detail at the recent Committee meeting. He said it would be instructive to hear directly from Internal Auditor James Martner and get his input on those recommendations and their feasibility at a later date. Vice Chairman Olsen then emphasized the importance of continuing dialogue with the Task Force and inquired as to the role of the Shared Governance Council.

Mr. Benté said the Task Force has delivered its report and recommendations to the Shared Governance Council and to the Board and stated that the Task Force looks forward to further dialogue with the Board, Shared Governance Council, and other stakeholders. Professor Richard Jarman noted that the Shared Governance met last week and discussed the recommendations from the Task Force, but did not take any action at that meeting.

Chairman Mazzochi discussed the recommendation regarding disclosures relating to vendors in which an officer of the College may have an interest, and stated that she believes that more needs to be done to strengthen the integrity of the purchasing process.

Trustee McGuire stated that she likes the Board Policies and Administrative Procedures recommendations, including incorporating the whistleblower policy into the ethics guidelines.

Secretary Napolitano agreed with Trustee McGuire, and emphasized that Board Policy needs to be followed but training should be offered.

Vice Chairman Olsen also agreed that training is important. He noted that reviewing Board Policies is important to ensure the College has policies that are easy to understand and are clear.

Trustee Bernstein stated that the internal audit recommendations are all worthy of consideration and encouraged dialogue on these items to ensure they were sensible.

Vice Chairman Olsen noted the College has a whistleblower hotline but more need to be done to ensure that the students and the community are aware of it.

Chairman Mazzochi agreed that the Board should be responsive to all of its stakeholders; however she expressed concern with a policy mandating actions in a certain time period. Vice Chairman Olsen says he shares that concern.

11. **ETHICS AND GOVERNANCE TRAINING**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Interim Vice President Administration/Treasurer to execute a contract between College of DuPage and Dr. Michael Risen, Dr. Rebecca Hendrick, and Joseph Selbka Joint Venture to provide Ethics and Governance Training for a fee of up to \$15,000.00. Secretary Napolitano moved and Student Trustee Escamilla seconded the motion.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

12. **PARLIAMENTARIAN SERVICES**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approves the Board Chairman to retain a Parliamentarian recommended by the National Association of Parliamentarians, or comparable organization, schedule Board training on parliamentary procedure with a parliamentarian; and have such parliamentarian provided services "on call" to each of the Board of Trustees. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

Trustees discussed the need to retain a parliamentarian, and it was clarified that the parliamentarian would not be present at each meeting.

Trustee Wozniak stated that the attorneys need to know Roberts Rules of Order.

Chairman Mazzochi noted that the Accreditation Task Force has recommended the retention of a parliamentarian, but reiterated she believe it is not necessary to have a parliamentarian at each meeting.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

13. **BOARD RETREAT**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Board Retreat conducted by the Association of Governing Boards (AGB). Vice Chairman Olsen moved and Student Trustee Escamilla seconded the motion.

Trustee McGuire said she feels steps can be taken without a retreat to find accord among Trustees.

Trustee Bernstein inquired as to the cost of the retreat. Chairman Mazzochi stated it will be about \$6,200.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** Trustees McGuire and Wozniak.

Chairman Mazzochi declared the motion passed.

14. **MEMBERSHIP FEES FOR THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT)**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the FY17 Membership Fees for the Association of Community College Trustees (ACCT) in the amount of \$7,111.00. Trustee McGuire moved and Vice Chairman Olsen seconded the motion.

Trustee McGuire stated she will not be going to any ACCT conferences. She noted that she has previously attended four conferences and spoke highly of them. She encouraged the Board to maximize membership and not limit the number of participants at conferences. She said all attendees should be accountable for a presentation on at least one relevant and important session that they attended

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

15. **DISCUSSION: Perkins & Will, Campus Master Plan Update**

Chairman Mazzochi stated that the Master Plan Update needs to be submitted to the Illinois Community College Board by June 10th.

Trustee Bernstein asked if any capital expenditures are being approved with the approval of this document. Chairman Mazzochi replied in the negative and stated that this is purely a planning document. Trustee Bernstein further inquired as to the availability of the utilization study. Bruce Schmiedl, Director of Facilities Planning and Development, said the utilization study will be completed at the end of July.

Trustee McGuire discussed the division of campus into eastern and western sections.

Vice Chairman Olsen asked why capital projects are grouped into several categories. Mr. Schmiedl replied they are grouped that way because those are projects that would qualify for the use of any remaining referendum dollars.

16. **CAMPUS MASTER PLAN UPDATE**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Campus Master Plan Update. Vice Chairman Olsen moved and Trustee McGuire seconded the motion.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

17. **DISCUSSION: Internal Control Review**

Trustee Bernstein said that a review of internal control was discussed at the previous Audit Committee meeting and said that both he and the Committee wish to see a review of the College's internal controls. Trustee Bernstein said he believes that separation of functions, identification of procedures, and adherence to the procedures should be reviewed.

Vice Chairman Olsen said that he believes the review should include making sure that the controls in place are best practice.

Chairman Mazzochi stated that she believes the review should focus on the testing of controls to identify if policies and procedures are being followed.

Trustee McGuire suggested involving Internal Auditor James Martner and external auditors.

It was agreed that Trustee Bernstein, Chairman of the Audit Committee, would work



with the Vice President of Administration/Treasurer to progress this item.

18. **REVISED BOARD POLICY 5-220: AUDIT COMMITTEE**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Revised Board Policy 5-220: Audit Committee, as presented for Second Reading. Vice Chairman Olsen moved and Trustee McGuire seconded the motion.

Trustee McGuire said she feels this is a simplified and workable charter for the committee.

Chairman Mazzochi stated she is concerned the revised policy may have been oversimplified and does not give the committee enough oversight authority.

Vice Chairman Olsen stated that the revised policy maintains the committee's oversight authority, while clarifying the role and duties of the committee.

Kim Michael-Lee, Interim Vice President of Administration/Treasurer, stated that the revised policy is in line with audit committee charters at other institutions.

Trustee Bernstein stated that he understands the concern stated by Chairman Mazzochi, but believes the committee will retain the significant oversight authority which currently exists.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano and Vice Chairman Olsen.

**On roll call voting nay:** Chairman Mazzochi.

Chairman Mazzochi declared the motion passed.

19. **REVISED BOARD POLICY 10-55: INVESTMENT OF COLLEGE FUNDS**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Revised Board Policy 10-55: Investment of College Funds, as presented for Second Reading. Vice Chairman Olsen moved and Trustee McGuire seconded the motion.

Trustee McGuire stated that she believes the proposed policy isn't perfect, but it is better than the current policy. She supports moving the proposed policy forward to give guidance to the investment firm.

Vice Chairman Olsen feels the proposed policy is an improvement upon the current policy, but he would support further revisions if needed. He suggested the Board move ahead with the proposed policy at this point.

Chairman Mazzochi stated she believes the proposed policy removes language that should be retained. She pointed out specific language in the proposed policy which is of concern to her. The specific language of the proposed policy was then discussed by Trustees. Chairman Mazzochi emphasized that she believes safety of



the investments is the most important objective, and is concerned about governance of investments in the proposed policy. She further stated she believes the revisions in the proposed policy make the policy vague.

**Motion:** Secretary Napolitano called for a motion to table and Trustee McGuire seconded the motion.

Trustee McGuire and Vice Chairman Olsen asked to hear from Interim Vice President for Administration/Treasurer Kim Michael-Lee on the impact of delaying approval of the changes. Ms. Michael-Lee noted that the College's current investment advisor, BMO, is following the current investment policy. She further explained that the proposed policy was reviewed by BMO, legal counsel, Alix Partners, the Interim Controller and the Audit Committee. The Audit Committee has voted to recommend the revisions contained in the proposed policy.

Vice Chairman Olsen stated he is going to oppose the motion to table. He said it would be more prudent to vote on this tonight, and then make further changes.

Trustee McGuire said the revisions in the proposed policy will allow a better investment return for the College, yet is very responsible.

Chairman Mazzochi stated that she has concerns with the proposed policy, and would like to table for another round of changes.

Trustee Bernstein said he would be happy to table to have further discussion and get everyone on board with proposed revisions.

**On roll call voting aye:** Student Trustee Escamilla; Trustee Bernstein, Secretary Napolitano and Chairman Mazzochi.

**On roll call voting nay:** Trustees McGuire and Wozniak and Vice Chairman Olsen.

Chairman Mazzochi declared the motion to table failed, and discussion returned to the original motion to approve the Revised Board Policy 10-55.

Chairman Mazzochi said she sees many issues with the proposed policy, and will not support the item as presented. Trustees discussed specific concerns raised by Chairman Mazzochi.

Secretary Napolitano said he would be happy to revisit the policy, but he does not support the proposed policy being considered tonight.

**On roll call voting aye:** Trustees McGuire and Wozniak and Vice Chairman Olsen.

**On roll call voting nay:** Student Trustee Escamilla; Trustee Bernstein, Secretary Napolitano and Chairman Mazzochi.

Chairman Mazzochi declared the motion to approve the Revised Board Policy 10-55 failed.

20. **REVISED BOARD POLICY 10-200: RETENTION OF ELECTRONIC COMMUNICATIONS**

Chairman Mazzochi said this is for information only. The Board needs to get input from management on this item.

Vice Chairman Olsen agreed the Board should see proposed revisions.

21. **REVISED BOARD POLICY 15-27: CONFIDENTIAL REPORTING OF WRONGDOING**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Revised Board Policy 15-27: Confidential Reporting of Wrongdoing, as presented for Second Reading. Vice Chairman Olsen moved and Secretary Napolitano seconded the motion.

Trustee McGuire stated she feels at some point the Board may want to incorporate this into a new ethics policy, but stated she believes this is an improvement.

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

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

Chairman Mazzochi declared the motion passed.

22. **REVISED BOARD POLICY 15-205: PRESIDENT**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees approve the Revised Board Policy 15-205: President, as presented for Second Reading. Vice Chairman Olsen moved and Student Trustee Escamilla seconded the motion.

Chairman Mazzochi asked if Vice Chairman Olsen would accept an amendment to the motion to revise Item 6: Duties and Responsibilities to the College to read "maintain accreditation from the Higher Learning Commission."

Vice Chairman Olsen accepted the amendment as proposed by Chairman Mazzochi. Student Trustee Escamilla also accepted the amendment.

**On roll call voting aye, as amended:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

**On roll call voting nay, as amended:** None.

Chairman Mazzochi declared the motion passed.

23. **RIVERSIDE TECHNOLOGIES INC./HEWLETT PACKARD (RTI/HP) COMPUTER PARTNERSHIP AGREEMENT**

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees

approve the Riverside Technologies Inc./Hewlett Packard (RTI/HP) Computer Partnership Agreement estimated expenditure not to exceed \$2,438,738 for the twelve-month period of July 2016 through June 2017 in accordance with the five-year partnership. Secretary Napolitano moved and Vice Chairman Olsen seconded the motion.

Chairman Mazzochi said she is uncomfortable approving this item as presented. She inquired as to who would be receiving the new PCs and laptops.

Charles Currier, Vice President of Information Technology, said the Board had expressed an interest in being able to audit whether the College was getting market pricing. He said he met with Internal Auditor James Martner to define procedures, but Internal Audit has not yet worked on this.

Chairman Mazzochi said she feels a more detailed cost breakdown and estimated PC counts are needed.

Dr. Currier said the College fleet includes just under 5,000 PCs, laptops and desktop devices. He stated the College replaces devices on a 4-year cycle, as it aligns best with the progression of technology and operating systems, as well as optimizing maintenance cost.

Trustee Bernstein inquired as to the frequency of maintenance.

Secretary Napolitano inquired as to inventory and asset control procedures. Dr. Currier discussed current procedures.

Chairman Mazzochi reiterated that she is uncomfortable with this item as she does not believe enough detail has been provided.

**On roll call voting aye:** Student Trustee Escamilla; Trustees McGuire and Wozniak and Vice Chairman Olsen.

**On roll call voting nay:** Trustee Bernstein, Secretary Napolitano and Chairman Mazzochi.

Chairman Mazzochi declared the motion failed.

24. **TRUSTEE DISCUSSION ITEMS**

Chairman Mazzochi discussed the frequency and quantity of Board meetings. She asked Trustees to be prepared to discuss goals for the coming year at the June meeting.

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

\*Sunday, May 22, 2016 – Board Retreat – SSC-2200 – 12:00 p.m. – 5:00 p.m.

\*Thursday, June 23, 2016 – Public Hearing – 6:45 p.m. followed by Regular Board Meeting – 7:00 p.m.

26. **CLOSED SESSION**

At 12:16 a.m., Chairman Mazzochi entertained a motion that the Board of Trustees moves into Closed Session, without reconvening in open session. Vice Chairman Olsen moved and Student Trustee Escamilla seconded the motion.

Attorney Emily Shupe read the reasons indicated for closed session as follows: "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;" "Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees;" "Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting;" and "Discussion of minutes of meetings lawfully closed under this Act, whether for purposes or approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06."

**On roll call voting aye:** Student Trustee Escamilla; Trustees Bernstein, McGuire and Wozniak, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.  
**On roll call voting nay:** None.

Chairman Mazzochi declared the motion passed.

27. **ADJOURN**

**Motion:** At 1:34 a.m., Chairman Mazzochi entertained a motion that the Board of Trustees moves to open session and adjourns. Secretary Napolitano moved and Trustee McGuire seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the May 19, 2016 Regular Meeting of the Board adjourned.

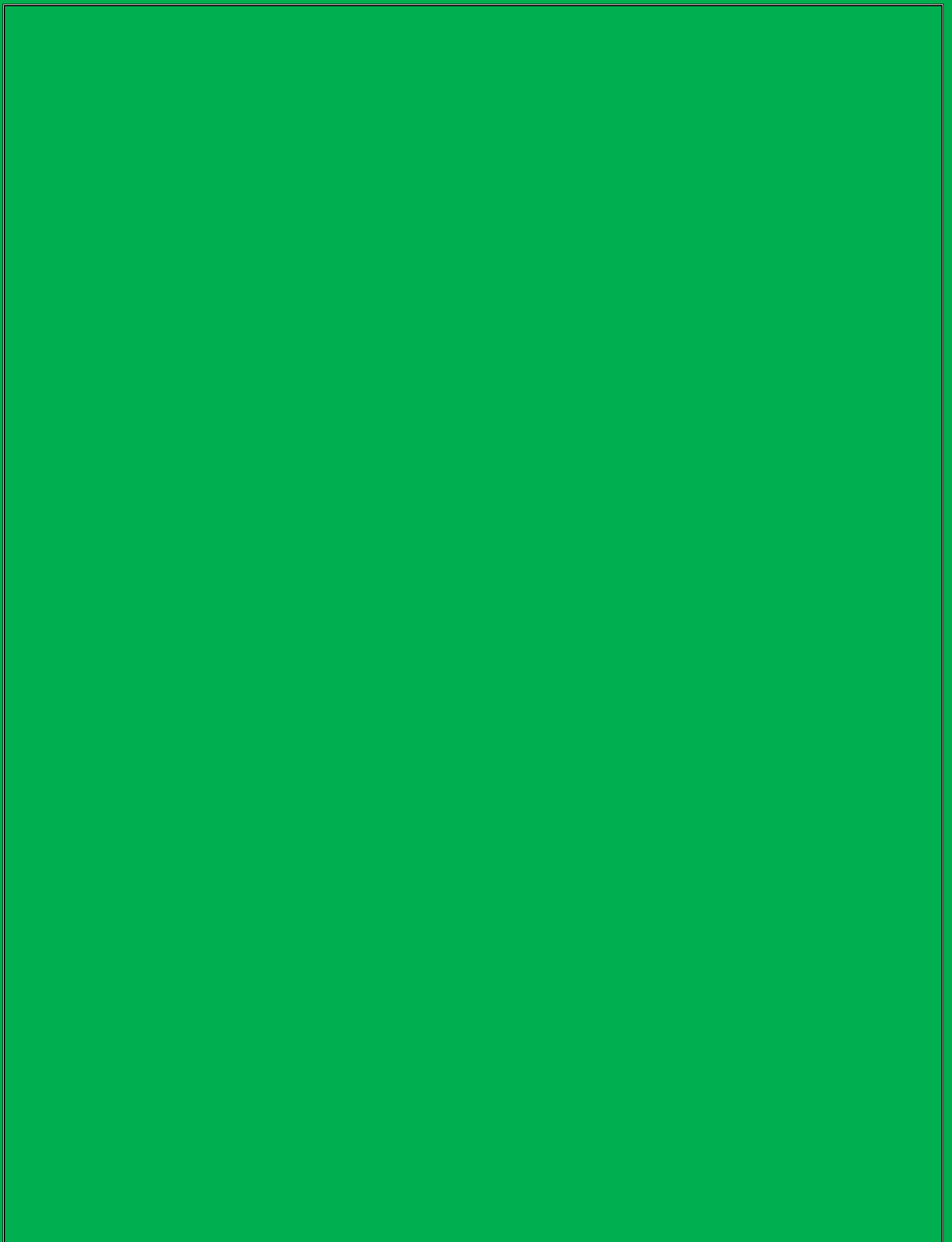
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Frank Napolitano, Secretary

Dated: June 23, 2016

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Deanne Mazzochi, Chairman



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

**SUNDAY, MAY 22, 2016**  
**SPECIAL BOARD MEETING ~ BOARD RETREAT**  
**NOON – 5:00 P.M.**

**MINUTES**

HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL

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1. **CALL TO ORDER**

At 12:04 p.m., Chairman Mazzochi called to order the May 22, 2016 Special Meeting of the College of DuPage Board of Trustees – Board Retreat.

2. **PLEDGE OF ALLEGIANCE**

Chairman Mazzochi led the Pledge of Allegiance.

3. **OPENING ROLL CALL**

Chairman Mazzochi asked Secretary Napolitano to call the roll.

***Present:*** Student Trustee Escamilla, Trustees Charles Bernstein, Deanne Mazzochi, Frank Napolitano and David Olsen.

***Absent:*** Trustees Erin Birt, Dianne McGuire and Joseph Wozniak.

A quorum was present.

***Also Present:*** Staff members and visitors. (Minutes prepared by Erin Carrillo.)

4. **PUBLIC COMMENT**

None

**RECESS**

**Motion:** Chairman Mazzochi announced that because Dr. Kenneth A. Shaw would not be available until 1:00 p.m. the Board would go into recess. Vice Chairman Olsen moved to recess and Secretary Napolitano seconded the motion.

**On roll call voting aye:** Student Trustee Escamilla, Trustee Bernstein, Secretary Napolitano, Vice Chairman Olsen and Chairman Mazzochi.

**On roll call voting nay:** None

Chairman Mazzochi declared the motion passed.

**RESUME OPEN SESSION**

At 12:48 p.m., Chairman Mazzochi asked Secretary Napolitano to call the roll:

***Present:*** Student Trustee Escamilla, Trustees Charles Bernstein, Deanne Mazzochi, Frank Napolitano and David Olsen.

***Absent:*** Trustees Erin Birt, Dianne McGuire and Joseph Wozniak.

A quorum was present.

***Also Present:*** Dr. Kenneth A. Shaw, Association of Governing Boards of Universities & Colleges (AGB); staff members and visitors.

**Motion:** Chairman Mazzochi entertained a motion that the Board of Trustees to reconvene open session and start the Board Retreat. Vice Chairman Olsen moved, and Secretary Napolitano seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the motion passed.

**5. Board Retreat / Training**

Chairman Mazzochi turned the podium over to Dr. Kenneth A. Shaw, Chancellor and President Emeritus, Syracuse University and Senior Consultant, Association of Governing Boards of Universities and Colleges (AGB).

Dr. Shaw facilitated a discussion amongst Board members, which included a presentation which outlined the following topics:

**Introduction and Ground Rules**

- One Conversation
- Listen to Hear Differences
- Be Honest/Candid & Open
- Focus on Board, Not Institution
- Be Tough on Issues/Concerns
- Be Easy on Each Other
- Parking Lot

**Step 1: Prudence**

***Meeting Basic Responsibilities***

- Essential Responsibilities of Boards
  - Boards have ultimate fiduciary responsibility for their institutions
  - Boards are responsible for the recruitment, compensation, and

- performance review of the President of the institution.
- The board broadly defines the educational mission of the institution, determines generally the academic programs the institution shall offer to students, and is ultimately accountable for the quality of the learning experience
- Public and nonprofit boards are overseers of the public trust they hold, and need to be accountable for meeting the public trust in ways appropriate to the mission of their institution
- Boards are responsible for ensuring the independence of the institution and for safeguarding academic freedom
- Boards define the terms of shared governance within their institutions, through respect for traditions of shared governance including delegation of recommendations for academic policy to faculty
- Boards make decisions about finance, including the approval of the budget, establishment of guidelines for the allocation of resources, and strategic financial planning as an element of their role in strategic planning
- Boards are responsible for reaching out to multiple constituencies, internal and external, to maintain a respectful and open flow of communication between relevant stakeholder groups
- Boards need to understand the legal and regulatory environment within which their institution operates, and ensure compliance with fiscal, academic, licensing and other standards
- Conduct the board's business in an exemplary fashion and with appropriate transparency, adhering to the highest ethical standards and complying with applicable open-meeting and public-records laws; ensure the currency of board governance policies and practices; and periodically assess the performance of the board, its committees, and its members

## Step 2: Nurturance

### *Having a Productive and Caring Culture*

- Good Attitudes and Habits
  - Homework in advance of meeting
  - Conflicts of interest avoided
  - Focus on what is most important
  - A strong board value of mutual respect
  - Candor
  - Caring
  - Confidentiality
  - Honesty
  - Trust
  - Focus on policy
- Board Expectations of Presidents
  - Provide relevant, understandable, information in right amounts
  - Reveal warts and blemishes – suggest solutions



- Accept the occasional reversal and differences within the Board
- Make good use of Board time
- Help in educating and leading the Board
- No surprises
- President Expectations of Boards
  - Openness and forthrightness
  - No surprises
  - Understand – CEO works for Board – not individuals
  - Avoid posturing to media
  - Maintain confidentiality
  - Give (time, financial resources) until it hurts
- Board No No's
  - Asking big favors of administrators
  - Conflicts of interest
  - Prejudging situation based on comments outside loop
  - Special interest pleader
  - Forming coalitions to achieve interests
  - Believing individual Board member is the Board
  - Revealing confidences
  - Speaking for the Board (unless Chairman or president)
  - Micro-managing
- President No No's
  - Not communicating about issues, possible public embarrassments
  - Providing too much information (or not enough)
  - Not respecting the Board's need to conduct its fiduciary duties
  - Not speaking up when a member or the full Board overreaches its authority
  - Surprises
  - Revealing confidences
- The Partnership: Board and President
  - Clear Expectations
  - Common sense of purpose
  - Shared vision
  - Mutually agreed upon plan
  - Commitment to inclusion by all stake holders
- Ensuring Board / President Teamwork
  - Constructive annual reviews of President (how can we better work together – what can I improve?)
  - Five year comprehensive reviews of President
  - Overall and individual Board Member evaluation
  - Constructive, unafraid plain talk
  - Two way communications
  - Encourage professional development of Board and President
  - Keep mission in mind at all times
  - Working for common good
- What if Policies are not Being Implemented?

- Don't assume responsibility
- Improve communication protocols
- Insist on accountability
- Make sure time-lines, etc., are clear
- If no improvement, personnel changes are needed

### Step 3: Courage

#### *Partners in Positive Change*

- Unproductive Behavior
  - Trampling over ideas and cautions of the CEO, the Trustee Chair and other members
  - Putting personal interest over interests of University/College
  - Violating written and unwritten codes of conduct
  - Making alliances with faculty, staff, other trustees
  - Consuming an inordinate amount of time of staff and Board meeting time
  - Poisoning the culture instead of creating a sense of community, collaboration, innovation, and common values
  - Manipulating others and situations to their advantage
- Trustee Extremes
  - The absent Trustee
  - Wearing the relative hat
  - The overzealous Trustee
  - The personal agenda
  - The "Sleuth"
- Strategies to Improve Behavior
  - Governance or Trustee Committee
  - Time limits on speakers
  - Strict Adherence to rules
  - Prohibiting Board members from making direct requests of staff
  - Code of understanding
- If that doesn't work
  - Expect resignations of key staff and Board members
  - Expect eventual campus upheaval
  - Expect eventual accreditation concerns

## **6. TRUSTEE DISCUSSION**

Vice Chairman Olsen suggested that the Board hold a governance meeting once the president and general counsel assume their positions. He distributed a draft "Statement of Expectations" created by Former Trustee Mack.

Trustee Bernstein inquired of Dr. Shaw regarding the transparency of the audit plan.

Secretary Napolitano suggested that if the Board has a special governance meeting that Dr. Shaw join them.

Chairman Mazzochi said she wanted to ensure that a potential governance meeting stay focused on certain issues and that other meetings can be scheduled to accommodate issues such as trustee behavior, conflict of interest and disclosure statements. She then discussed the need to develop an evaluation process for the president and said she will seek information from AGB.

Student Trustee Escamilla said she will be off campus from June 9, 2016 through July 9, 2016.

**7. ADJOURN**

**Motion:** At 4:52 p.m., Chairman Mazzochi entertained a motion that the Board of Trustees adjourns. Vice Chairman Olsen moved and Trustee Bernstein seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the May 22, 2016 Special Meeting of the Board – Board Retreat adjourned.

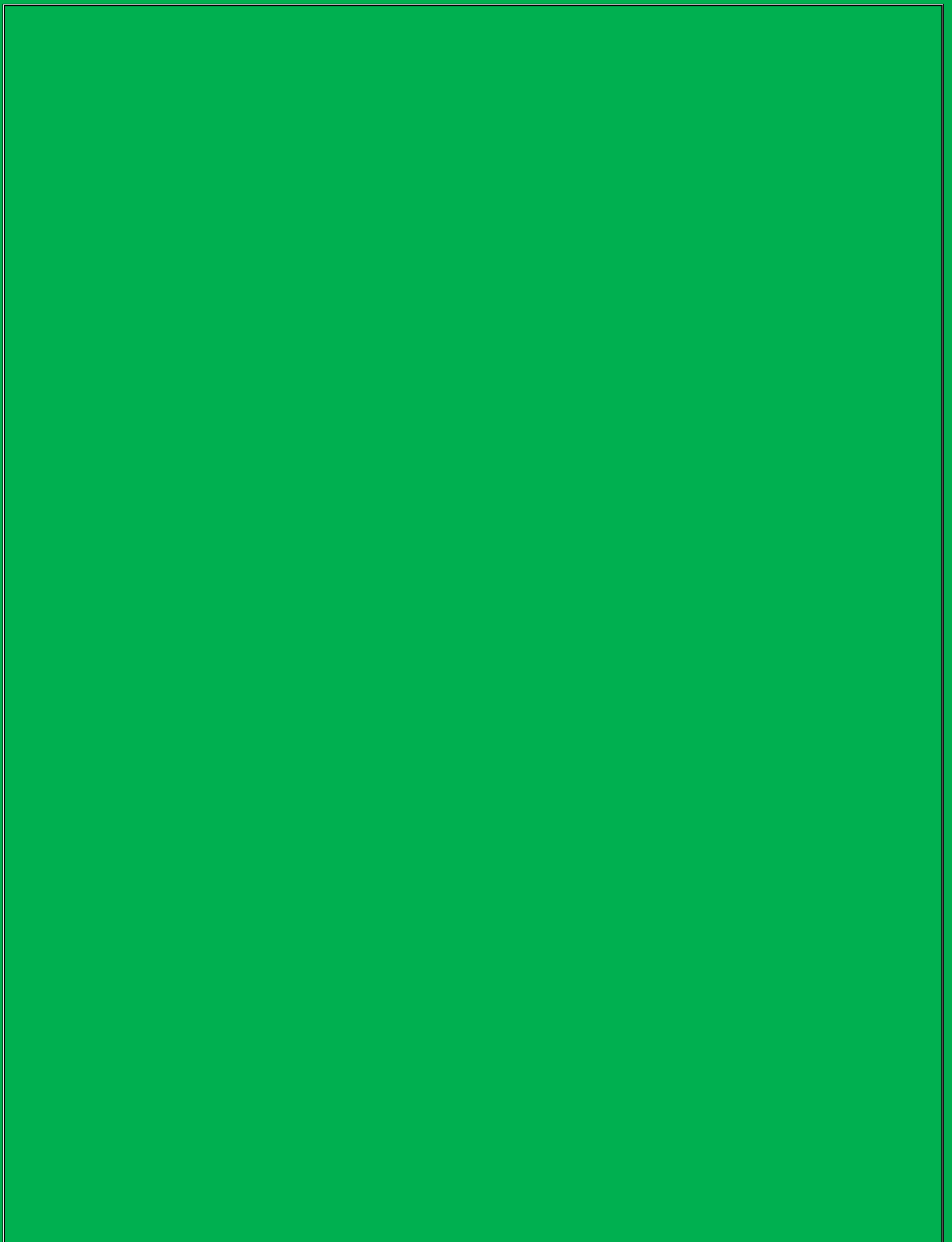
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Frank Napolitano, Secretary

Dated: June 23, 2016

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Deanne Mazzochi, Chairman



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

The bid purchase for Elevator Maintenance Services.

2. **REASON FOR CONSIDERATION**

Bids of an item exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Budget status:

Year	GL Account	Budget	YTD Spend
FY'17	02-70-00705-5304003	\$50,000	\$0.00

This bid represents a 5-year contract for maintenance and repair of all elevators located on the main campus and also at the Westmont and Naperville Regional Centers. The contract includes a total of 25 elevators as follows:

- (22) Hydraulic passenger elevators
- (1) Traction passenger elevator
- (1) Hydraulic freight elevator
- (1) Hydraulic stage lift

A regular maintenance program will maintain the performance of the elevators in perfect working condition for years to come. This contract includes all supplies, materials, parts, labor, supervision, tools, equipment and lubricants to provide preventative maintenance, and adjustment and repair services for all equipment. Items not included are non-wearing parts such as doorframes, door panels, floors, car enclosures, lighting, communication systems, and main line switches. Proper maintenance will assure efficient operation and reduces the number of shut downs, provides safety and minimizes the probability of accidents. In the previous five-year contract, the average cost per elevator per year was \$1,355.22. Under this five-year contract, the average cost per elevator per year will be \$944.96, a 30% decrease from the last contract.

A legal notice was posted and an Invitation to Bid was advertised. Fourteen (14) vendors were solicited. Thirteen (13) vendors downloaded the bid documents. Seven (7) bids were received. Two (2) in-district vendors responded. No minority/women-owned, disadvantaged vendors responded. One (1) bid was rejected because of missing documentation.

**Bid Tabulation**

Vendor	Bid Amount
Urban Elevator Service	\$23,624
Mid American Elevator	\$92,100
Thyssen Krupp Elevator	rejected
Anderson Elevator Co.	\$44,940
Schindler Elevator Corp. *	\$66,720
Otis Elevator *	\$61,500
Suburban Elevator	\$58,980

Low bidder shaded

\*In-District vendor

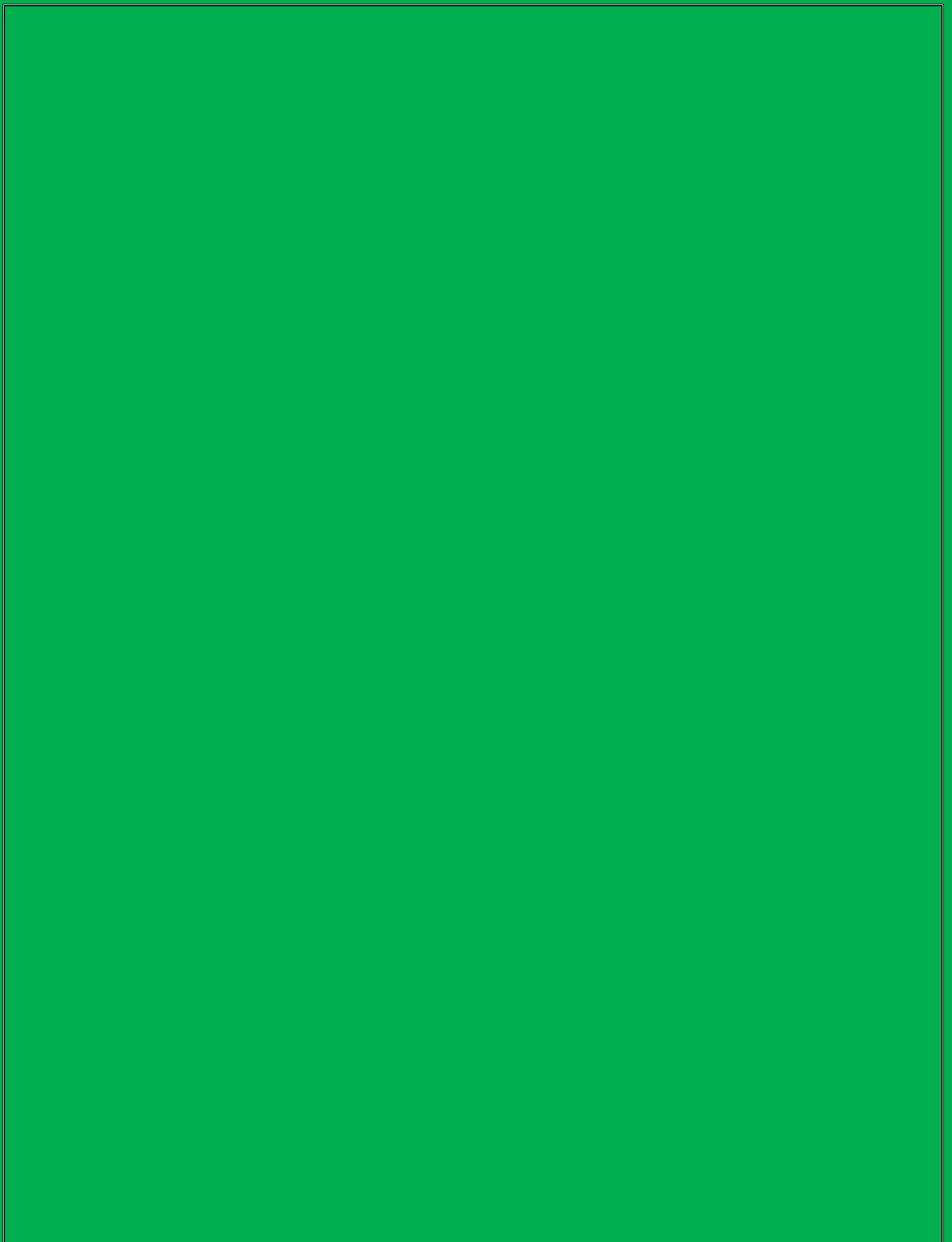
We checked the references for Urban Elevator Service and found they are great. We also have used Urban Elevator before through a bid job. Their performance was good and on time. We recommend awarding this contract to the lowest responsible bidder, Urban Elevator Service of 4830 West 16<sup>th</sup> Street, Cicero, Illinois, 60804.

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

**4. RECOMMENDATION**

That the Board of Trustees approves the bid purchase and award a 5 year contract for the Elevator Maintenance Services from the lowest responsible bidder, Urban Elevator Service, 4830 West 16<sup>th</sup> Street, Cicero, Illinois, 60804, in the amount of \$118,120.00.

Staff Contact: Jim H. Ma, Director of Facilities Operations



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**ITEM FOR APPROVAL**

---

1. **SUBJECT**

Athletic Training Services Contract.

2. **REASON FOR CONSIDERATION**

Our current contract expired at the end of the 2015/2016 academic year. Athletic Trainers are vital to the safety and health of our student-athletes.

3. **BACKGROUND INFORMATION**

	<b>FY16 Budget</b>	<b>Est. FY17 Budget</b>	<b>Actual (To-Date)</b>	<b>Variance</b>
<b>Budget</b>	\$75,000	\$75,000	\$69,562.00	\$ (5,438.00)
<b>Request</b>	\$75,000	\$75,000	\$0	0

College of DuPage uses an outside vendor to provide athletic training services to our student-athletes. Athletic Trainers are health care professionals who collaborate with physicians to provide preventive services, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions. They are a key component of ensuring the safety and well-being of our student-athletes

In 2010, the College decided to outsource our athletic training services. Prior to 2012, the College employed two full-time employees as athletic trainers. Our former full-time trainers had salaries and benefits that totaled \$141,343. By outsourcing our athletic training services, the College realized a savings of almost \$70,000. The savings came from only having the outsourced trainers here during the athletic season (10 months) as opposed to having our employees here year round. We also realized savings by not having to pay two employees benefits.

A legal ad was placed and a Request for Proposals was released. Five (5) vendors were solicited. There were nine (9) downloads of the RFP documents. We received four (4) proposals. Two (2) in-district vendors



responded. No minority/women-owned businesses responded. Per our RFP, we requested the firms to submit a per hour cost per trainer.

The PEC staff formed a review committee to evaluate each firm based on four categories and collectively scored Athletico Management LLC with the highest values. In the pricing category, Athletico's per hour rate bid was the lowest of the four firms who responded. Athletico was consistently lower in rates for each of the years in question compared to the other bidders

2016-R0027 Athletic Training Services		Evaluation Criteria Categories								Evaluation Results		
		Pricing		Qualifications		Experience		Service Specifications				
		Score 1-10	Weighted Score	Score 1-10	Weighted Score	Score 1-10	Weighted Score	Score 1-10	Weighted Score	Total Score 1-40	Total Weighted Score	Rank
Firm Name												
Regional Medical Group- Northwestern Medicine		8	2.00	10	3.00	8	1.60	8	2.00	34.00	8.60	4
<b>Athletico</b>		<b>10</b>	<b>2.50</b>	<b>10</b>	<b>3.00</b>	<b>10</b>	<b>2.00</b>	<b>10</b>	<b>2.50</b>	<b>40.00</b>	<b>10.00</b>	<b>1</b>
NovaCare Rehabilitation		7	1.75	10	3.00	8	1.60	10	2.50	35.00	8.85	3
ATI Physical Therapy		9	2.25	10	3.00	10	2.00	10	2.50	39.00	9.75	2
			0.00		0.00		0.00		0.00			

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

4. **RECOMMENDATION**

That the Board of Trustees approves the two (2) year contract, with a one (1) year option to renew, for Athletic Training Services with Athletico, LTD.

Staff Contact: Paul Zakowski, Associate Dean, Physical Education & Athletic Director



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Purchase of a full-sized, 70-passenger school or transit bus (or similar) and necessary preparation to said bus for instruction and operation within the COD CDL professional truck driver training program.

2. **BUDGET STATUS**

A single purchase exceeding the statutory limit of \$25,000.00 must be approved by the Board of Trustees.

Pursuant to IPCCCA (Sec. 3-27.1) exemption from bidding applies as follows:

Purchases of equipment previously owned by some entity other than the district itself are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (i).

Funds in the amount of \$46,400.00 will be provided by the College of DuPage FY16 capital budget #05-63-67001-5806001. This represents a not-to-exceed number for both the bus purchase and Illinois Department of Transportation (IDOT) preparations to the bus.

3. **BACKGROUND INFORMATION**

College of DuPage Continuing Education (CE) and Bell Enterprises CDL, Inc. have been partnering since 2011 to provide quality Commercial Driver's License (CDL) training. The program provides participants real-world driving experience and the necessary classroom support to become successful in a field where there is a high level of demand for local, regional, and national drivers. Currently, 99% of the participants have obtained their commercial driver's license through the program and, of that group, 100% gained employment upon or before conclusion of the program. The program has developed relationships with over fifty (50) trucking firms to support job opportunities for program completers. This program, launched in 2011, has put over 326 unemployed or underemployed district residents to work in a high-paying, rapidly growing field.

Additionally, the CDL program is working with companies/organizations like Navistar and the Chicago Transit Authority to deliver contract training.

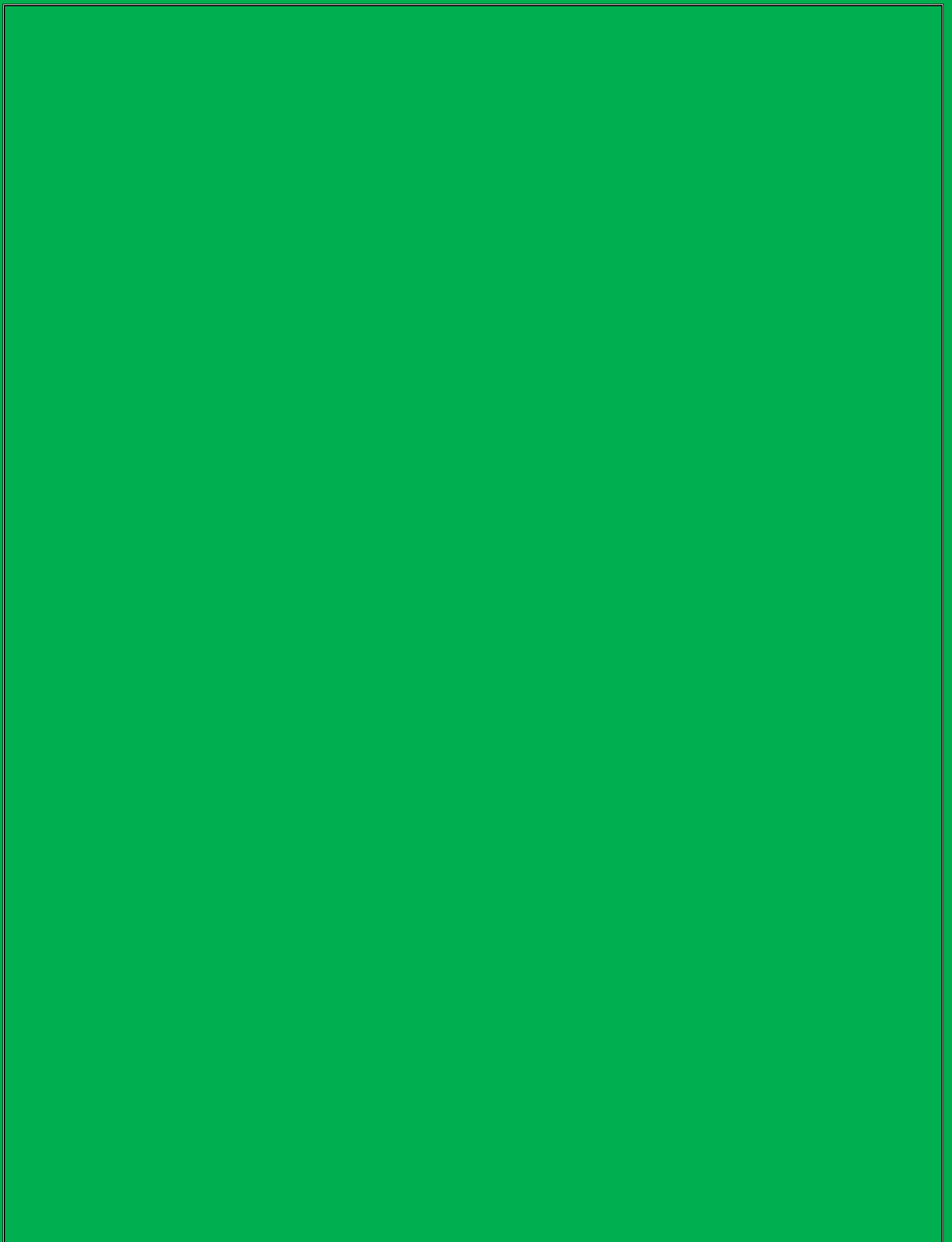
Requested funds will cover the purchase of one (1) school bus to allow the COD CDL program to offer training for the “B” class, bus driver’s license. According to the United States Bureau of Labor Statistics, job growth for bus drivers is projected at 6% from 2014 through 2024 and represents some 665,000 jobs nationally. The addition of the “B” license will allow COD CDL students and alumna to add an additional credential while attracting additional students that do not wish to obtain their “C” class license.

4. RECOMMENDATION

That the Board of Trustees approve the Fiscal Year 2016 capital expenditure of a not to exceed \$46,400.00 payable upon receipt of specific invoices related to each of the following capital items:

One (1) 2005 or newer full-size, 70-passenger school or transit bus with air brakes, air conditioning and less than 100,000 miles (or similar)	\$ 40,000.00
DOT prep and lettering	<u>\$ 6,400.00</u>
	<u>\$ 46,400.00</u>

Staff Contact: Joe Cassidy, Dean Continuing Education and Extended Learning



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

The annual purchase of print and digital advertising with the Chicago Tribune in the amount of \$56,000.

2. **REASON FOR CONSIDERATION**

Multiple purchases of the same type of item or service from the same vendor, exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Budget status:

GL: 01 90 00825 5407001	Annual Budget	Requested Amount	Actual YTD	Variance
FY 2017	\$905,850.00	\$56,000.00	\$0	\$905,850.00

This purchase is necessary to support the College's student recruiting efforts. The Marketing Department utilizes print and digital advertising through the Chicago Tribune outlets that include The Chicago Tribune (print edition), chicagotribune.com, TribLocal and Hoy (Spanish language newspaper).

Marketing has determined in consultation with the Purchasing Department that only the Chicago Tribune outlets thoroughly reach the target audience and therefore they are a sole source provider.

As a precedent, in May of 2015, The University of Illinois at Chicago awarded a contract to the Chicago Tribune based on this sole source justification.  
SoleSource #388JCM

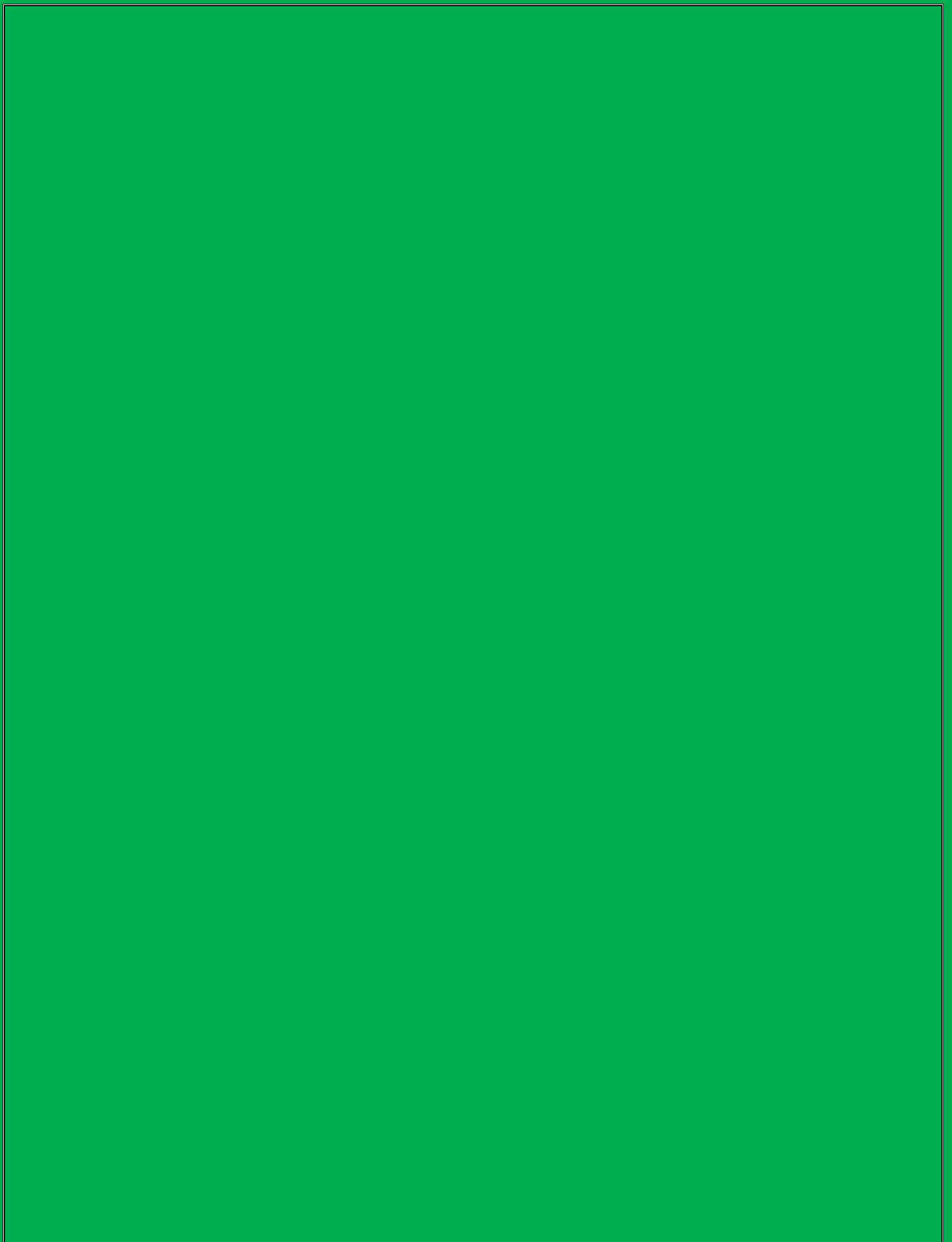
Research conducted in 2013 by Scarborough/Nielsen determined that only 25 percent of Daily Herald readers also read the Chicago Tribune; therefore there is little overlap in readership, and advertising with both entities is desirable to reach the maximum number of readers.

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

4. **RECOMMENDATION**

That the Board of Trustees approves the annual purchase of advertising media from The Tribune Media Group, 14839, Collections Drive, Chicago, IL 60693-0148, 866-536-2718, in the amount of \$56,000.

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





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

**BOARD APPROVAL**

---

1. **SUBJECT**

The planned annual (July 2016-June 2017) aggregate spend for radio, social media, search engine marketing and online advertising with Zehnder Communications for \$595,340.

2. **REASON FOR CONSIDERATION**

Multiple purchases of the same type of item or service from the same vendor, exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Budget status:

GL:019000825 5407001	Annual Overall Advertising Budget	Requested Amount	Actual YTD	Variance
FY 2017	\$905,850.00	\$595,340.00	\$0	\$905,850.00

This purchase is necessary to support the College's student recruiting efforts. The Marketing Department utilizes radio, social media, search engine and online advertising to reach primarily traditional-age prospective students.

We utilize an agency to obtain the best pricing for our radio purchase. Agencies can leverage their entire book of business to obtain significant cost savings that the College would not be able to achieve on its own with its limited annual purchase.

Search engine marketing, social media marketing and online advertising services require payment through a credit card. We do not have access to this payment method, so we must utilize an agency to make the purchase on our behalf.

We are exercising the 2<sup>nd</sup> year option of the RFP—The original RFP was issued in November 2015. Since we cannot execute the SEM, Social Media and Online advertising purchases on our own, it is most efficient to coordinate the purchase of these services through the same agency that purchases our radio.

A legal notice was posted and a Request for Proposal (RFP) was issued. Eight (8) vendors were solicited, 12 requested documents, and five (5) responded. No in-district or minority/women owned businesses responded.

**Criteria Evaluation:**

Criteria	Zehnder	Michael Walters	Time Zone One	MPI	Prime Time Marketing
Agency Qualifications/References (30)	30	30	5	7.5	17.5
Ability to Meet General and Additional Requirements (30)	30	25	7.5	10	10
Scope of Services Provided (10)	10	9	5	2.5	5
Fee Schedule (30)	30	12.5	20	26.5	7.5
<b>TOTAL Points</b>	<b>100</b>	<b>76.5</b>	<b>37.5</b>	<b>46.5</b>	<b>40</b>

**Zehnder:**

Media Planning and Buying **commission 12.5%**. For a multi-year contract the fee would be lowered to 10%. Met all of the agency qualification and requirements in the RFP. A detailed, confidential rate card was provided for all services available. Offered a broad scope of services that we may want to take advantage of in the future. Only responding firm to provide detailed samples of a media plan, insertion order, traffic report, invoice status report, reconciliation report, completion report and invoice.

**Michael Walters:**

Incumbent agency. Media Planning and Buying **commission 15%**. No rate card was provided. Met all of the agency qualification and most of the requirements in the RFP. Offered additional services that we may want to take advantage of in the future. No detail provided on billing and account management reports we would receive.

**TimeZone One:**

Media Planning and Buying is subcontracted—**no commission schedule was provided** in the RFP. A flat fee of \$150 per hour for all management and creative. Did not meet all of the agency qualification and requirements listed in the RFP.

**Marketing Partnerships International (MPI):**

Media Planning and Buying **commission 14%**. For a multi-year agreement a commission of 12%. Firm provides the media planning and buying only. Any creative needs would be outsourced or handled through individual radio stations. Did not meet all of the agency qualification and requirements listed in the RFP.

**Prime Time Marketing:**

Media Planning and Buying **commission 15%**. Not clear as to who would be developing the creative and messaging. No creative staff are mentioned and no rate card was provided. Did not meet all of the agency qualification and requirements listed in the RFP.

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

Summary of Proposed Expenses:

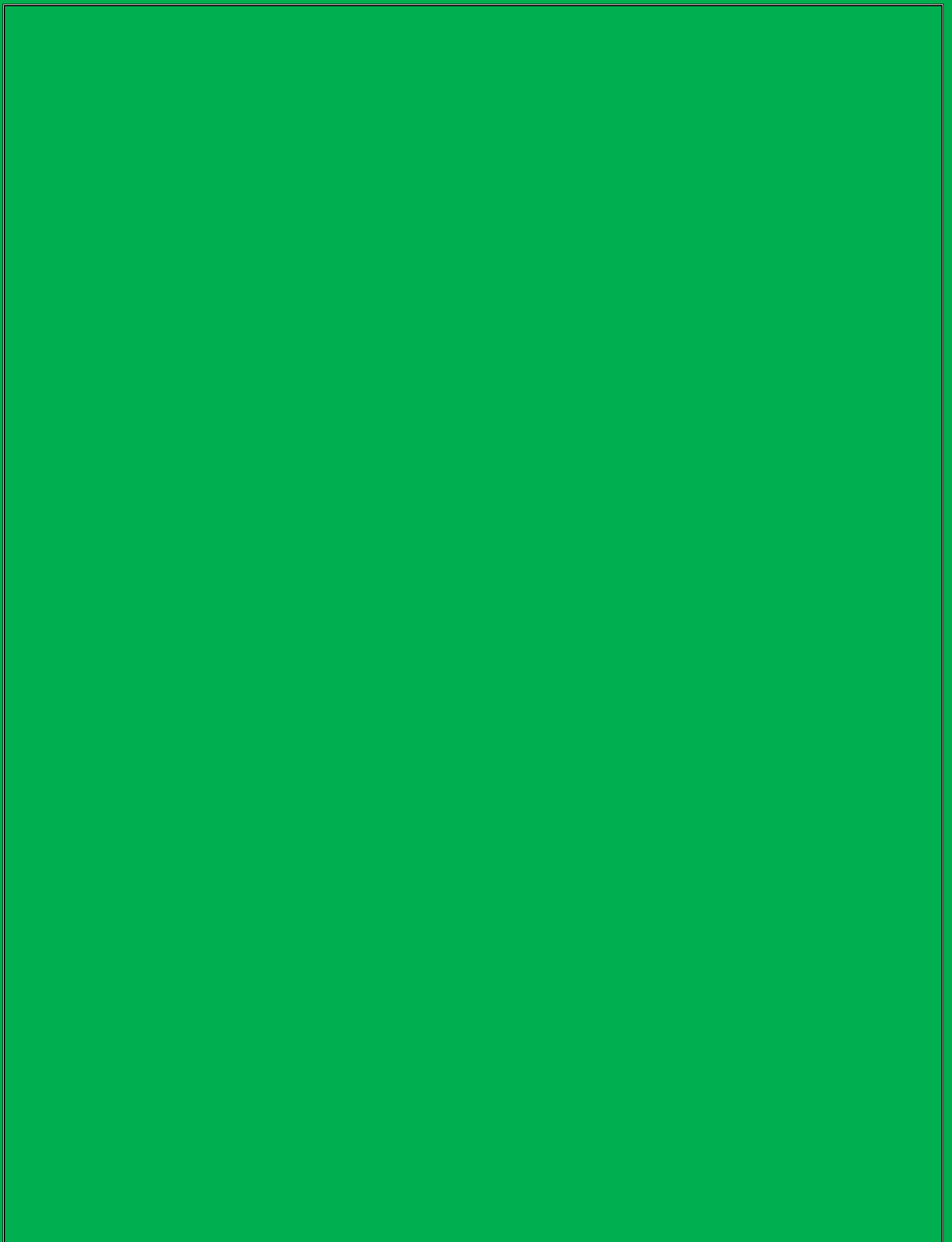
<b>Item</b>	<b>Estimated expense</b>	<b>Paid to</b>
Radio air time	\$260,000	Expense pass though Zehnder to various radio stations
Commission for radio buying (12.5%)	\$32,500	Zehnder Communications
Social Media Advertising (May include Facebook, Instagram, and/or LinkedIn)	\$15,000	Expense pass though Zehnder to various social media outlets
Fixed fee billed monthly to manage social media (Facebook)	\$250/mo Annual total \$3,000	Zehnder Communications
Search Engine Marketing	\$112,500	Expense pass though Zehnder to Google
Fixed fee billed monthly to manage Search Engine Marketing	\$1,175/mo Annual total \$14,040	Zehnder Communications
Online advertising	\$65,000	Expense pass though Zehnder to Google and various other online advertising outlets
Fixed fee billed monthly to manage Online advertising	\$675/mo Annual total \$8,100	Zehnder Communications

Research & Analytics of Online Advertising & Post- Reporting	\$600/mo Annual total \$7,200	Zehnder Communications
Creative fees for developing radio spots, online, social media (Facebook, Instagram and LinkedIn) and SEM ads.	\$60,000 Annual total	Zehnder Communications
Fixed fee billed monthly for day-to-day management of the account, including client correspondence, budget and schedule monitoring, and billing generation.	\$1,500/mo Annual total: \$18,000	Zehnder Communications
<b>TOTAL</b>	<b>\$595,340</b>	

4. RECOMMENDATION

That the Board of Trustees approves the annual purchase of advertising media from Zehnder Communications, 650 Poydras St, Suite 2450, New Orleans, LA 70130, 504-558-7778, in the amount of \$595,340.

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



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

The annual purchase of print and digital advertising with the Daily Herald in the amount of \$53,000.

2. **REASON FOR CONSIDERATION**

Multiple purchases of the same type of item or service from the same vendor, exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Budget status:

GL: 01 90 00825 5407001	Annual Budget	Requested Amount	Actual YTD	Variance
FY 2017	\$905,850.00	\$53,000.00	\$0	\$905,850.00

This purchase is necessary to support the College's student recruiting efforts. The Marketing Department utilizes print and digital advertising through the Daily Herald outlets that include The Daily Herald (print edition), dailyherald.com and Reflejos (Spanish language newspaper).

Marketing has determined in consultation with the Purchasing Department that only the Daily Herald outlets thoroughly reach the target audience and therefore they are a sole source provider.

As a precedent, in May of 2015, The University of Illinois at Chicago awarded a contract to the Chicago Tribune based on this sole source justification.  
SoleSource #388JCM

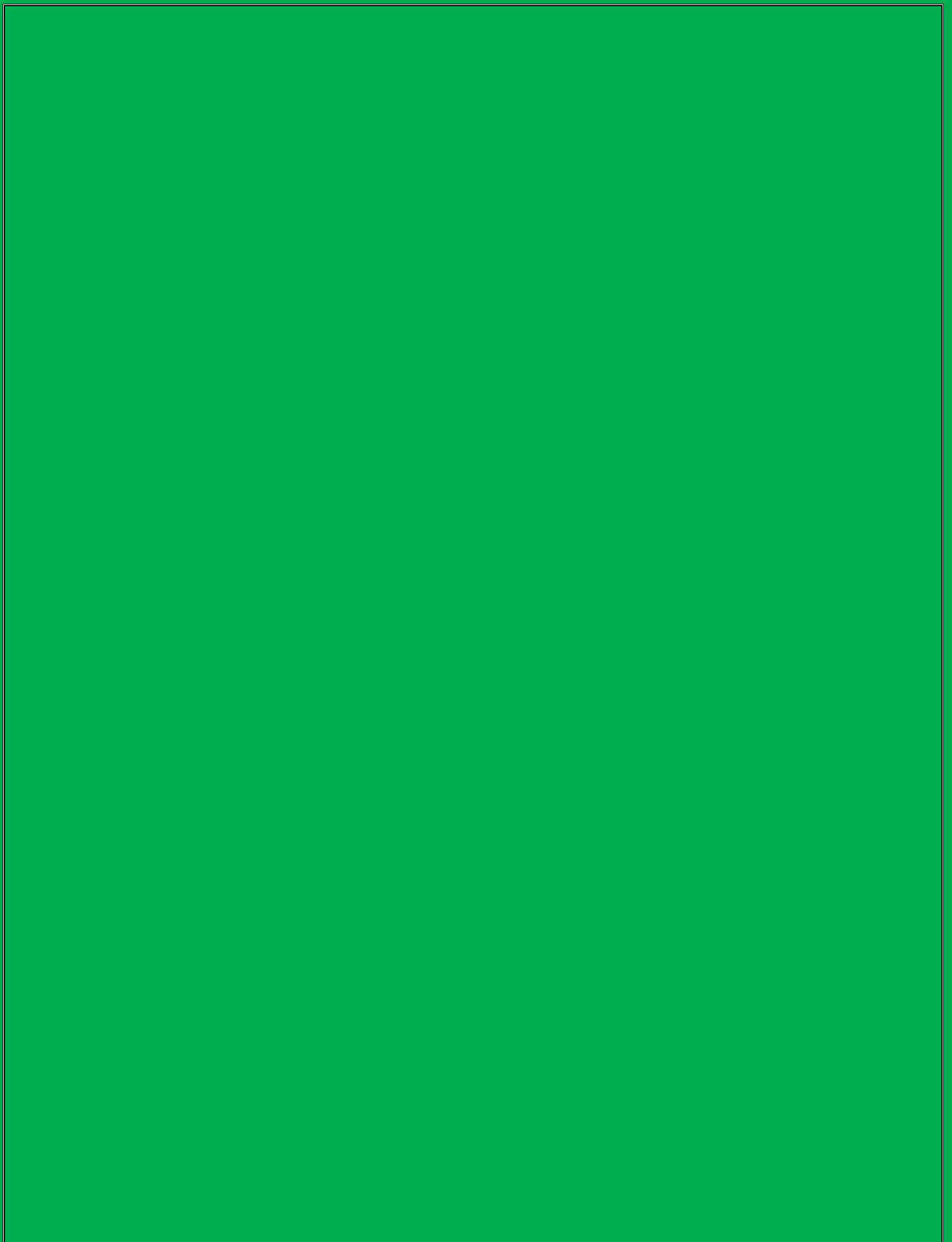
Research conducted in 2013 by Scarborough/Nielsen determined that only 25 percent of Daily Herald readers also read the Chicago Tribune. Therefore there is little overlap in readership, and advertising with both entities is desirable to reach the maximum number of readers.

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

4. **RECOMMENDATION**

That the Board of Trustees approves the annual purchase of advertising media from Paddock Publications (DBA Daily Herald), 4300 Commerce Ct, Lisle, IL 60532, (630) 544-2240, in the amount of \$53,000.

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





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Annual ICCB RAMP Document

2. **REASON FOR CONSIDERATION**

The Illinois Community College Board (ICCB) requires Community Colleges to submit RAMP (Resource Allocation and Management Plan) documentation annually, by July 1<sup>st</sup> of each year. The submittal of RAMP documentation does not commit the College to completing a project, nor is approval a commitment of state dollars toward the project.

<b>Project</b>	<b>State</b>	<b>Local</b>	<b>Total</b>
Grounds and Retention Pond Improvements	\$3,225,400	\$1,075,100	\$4,300,500
	75%	25%	100%

3. **BACKGROUND INFORMATION**

The RAMP process allows Illinois institutions of higher education to request State-funded capital projects. If funded, the state's share is 75 percent with our local contribution being 25 percent. The College's RAMP proposal will be evaluated by the Illinois Community College Board (ICCB) and ranked with other Illinois community college requests. The community college priority ranking is then sent to the Illinois Board of Higher Education, where all projects including four-year college requests are ranked. The RAMP document needs to be updated annually in accordance with ICCB requirements. Attached is College of DuPage FY2018 RAMP (Resource Allocation and Management Plan) Document.

4. **RECOMMENDATION**

That the Board approve the College of DuPage FY2018 RAMP Document dated June 2016 for submission to the ICCB.

**Resource Allocation Management Plan**

**RAMP**

**Community Colleges Capital Requests**

**FISCAL YEAR 2018**

**College of DuPage**

**Illinois Community College District 502**

**Glen Ellyn, Illinois 60137**

**June 2016**

FY 2018 RAMP – 502/College of DuPage

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## **COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION**

Occasionally it is necessary to contact the individual(s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested project(s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB contacts to answer questions concerning the Capital RAMP requests.

Community College District College of DuPage Community College District 502

Budget Year Request FY 2018

Capital RAMP Contact Person Bruce Schmiedl, Director Facilities Planning and Development

Telephone Number 630-942-2672

## ONE FORM ONLY

### PROGRAMMATIC JUSTIFICATION NARRATIVE

**DISTRICT/COLLEGE:** 502/College of DuPage

**PROJECT NAME:** Grounds and Retention Pond Improvements, 2018-1A

The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project.

#### Overview

College of DuPage is a 283.92-acre site that has served the Glen Ellyn and surrounding communities by offering a wide variety of academic fields of study. As the college has grown to its current enrollment, the campus has gone through tremendous development phases, not only in enrollment numbers but also in the amount and size of buildings needed to accommodate the growing enrollment. Due to this overwhelming growth the college has experienced a number of strains that have occurred to the physical development of the property. (1) The number of needed parking spaces has grown dramatically; this has affected storm water run-off and water detention/retention and water quality. (2) Development of new buildings has increased, thus reducing the amount of open space available for use and, in return, has put greater demands on the remaining open spaces. (3) Landscape development and compliance of the existing open spaces related to storm water runoff and parking has not kept pace with the overall development of the campus.

Considering the overall growth of the college and its existing land use, there are serious landscape, storm water, irrigation, bank stabilization, and wildlife issues that must be addressed. All of these issues need to be further evaluated, but an initial study of these subjects along with brief solutions and budgetary values follow.

The following pages will explain issues concerning campus ponds and the areas around them that have been evaluated and targeted for improvements in the immediate future.

The programmatic justification will clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project.

## SCOPE OF WORK NARRATIVE

**DISTRICT/COLLEGE:** 502/ College of DuPage

**PROJECT NAME:** Grounds and Retention Pond Improvements, 2018-1A

**FULL NAME OF BUILDING (IF REMODELING):** New Site Construction

**EXACT LOCATION (INCLUDING ADDRESS AND CITY):**

425 Fawell Blvd.

Glen Ellyn, Illinois

The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis.

### **McAninch Arts Building Pond Area (DP-2)**

This 5.33 acre pond located on the eastern part of the campus is the most widely viewed pond on campus, and by far the largest of the four (4) ponds that were evaluated. To the immediate east of this pond is an existing wetland area that connects itself to the pond by shallow areas of standing water. This area is a wonderful example of pre-existing conditions of the Savanna that existed prior to the development of the campus. It contains a large enclosed pond that is teeming with native species of plants and animal life. Students studying native species of plants and animals at the college also use this area.

Recommendations for this pond are to protect the existing area around it from future development to preserve the natural habitat that exists. To ensure that the wetland stays protected, a proper overflow system should be developed from DP-2.

The northern and western banks of this pond (DP-2) are lined with boulders in a vain attempt to stabilize the bank. No structural shelf was built at installation of these boulders, and years of water fluctuation have caused the boulders to sag into the pond itself. The solution to this issue is to remove the existing boulders, create a shelf throughout this area, installation of granite boulders for aesthetic design, and incorporate an intense native landscape planting in this area. The incorporation of this native planting will help stabilize the soil with increased root structure to the bank, and increase the aesthetic value of the area. Proper selection, and installation, of native species of plants in the landscape design will also help the long-term geese control problem that exist in this area.

The southern shoreline of this pond is adjacent to the athletic fields and desperately needs bank stabilization, and an intense native landscape planting. The landscape needed in this area must incorporate trees, shrubs, and perennials. This planting will also act as a screen and backdrop for the athletic fields in this area.

Overall quality of water and aquatic life is fair to poor. The water was clear to a depth of 2' at evaluation, and aquatic life could be affected by the salt content of the water. This pond would benefit from immediate dredging to improve water quality and holding capacity for future use on campus. This area must take into consideration evaluation of runoff water so that there is not an increase in contaminants

drained into the pond. Otherwise, future siltation will increase and accelerate the necessity of dredging the pond. An air filtration system should also be installed in this pond to help decrease the algae population. Chemical applications for algae control are only short-term solutions and actually increase needed nutrients for future algae growth. The 10-year cost associated with chemical applications for the same time period is more than the initial cost of the air filtration system.

Estimates for this pond are as follows:

Removal and disposal of existing boulders, concrete, and creation of shoreline shelf, with granite boulders:	\$381,941
Landscape Installation:	\$273,768
Air Filtration System:	\$162,269
<b>TOTAL:</b>	<b>\$817,978</b>

**West Campus (formerly building M) Pond (DP-6):**

This 2.78 acre pond, located on the far west side of the campus, is currently used as the irrigation systems water source for the campus. Due to its topographical location on the campus, it is the lowest pond, thus collecting water run-off from several other ponds. Its current condition does not allow proper water retention to sustain the irrigation needs now, and will become more evident in the future as more of the campus is integrated into the irrigation system. Therefore, this pond requires immediate dredging to increase the water quality, and water holding capacity for future use on the campus.

The shoreline of this pond is in relatively good shape, but requires bank stabilization if it is to be dredged. The pond is also located adjacent to large areas of class "A" turf. This combination of open water and manicured turf has helped establish a large population of geese to this area. Bank stabilization will help control this population.

Estimates on this pond are as follows:

Dredging of pond to accommodate future water needs:	\$243,403
Creation of shoreline shelf with boulders:	\$224,418
Landscape Installation:	\$446,249
Air Filtration System:	\$121,702
Improved Weir Structure	\$635,284
<b>TOTAL:</b>	<b>\$1,671,056</b>

**Golden Pond (DP-1):**

This 1.34 acre pond is the smallest of the four ponds studied and is located at the far southeast entrance to the campus. The existing shoreline shows signs of erosion and must have bank stabilization incorporated into its long-term plan.

The pond's water quality is of the greatest concern due to large algae populations that have taken over the pond. This is an indication of sedimentation from the surrounding areas, thus lowering the ponds depth and allowing light to penetrate deeper into the water. This light penetration has increased the algae population greatly, and must be corrected. Immediate dredging of this pond is needed, and the installation of air filtration systems will help insure water quality in the future.

The pond's surrounding landscape is lacking shrubs and perennials to accent its existing trees. This area is a main entrance to the campus and should be landscaped to increase the aesthetic value as an entrance to the campus. Therefore, an intense landscape plan needs to be developed to insure animal control issues and to beautify this campus entrance.

Estimates for this pond are as follows:

Dredging of pond:	\$128,599
Creation of shoreline shelf with boulders:	\$342,793
Landscape Installation:	\$188,638
Air Filtration System:	<u>\$36,516</u>
TOTAL:	<b>\$696,546</b>

Total estimates are as follows:

McAninch Arts Building Pond Area (DP-2):	\$817,978
Building "M" Pond Area (DP-6):	\$1,671,056
Golden Pond Area (DP-1):	<u>\$696,546</u>
TOTAL:	<b>\$3,185,580</b>

Appendix A defines the detail budget for the Grounds and Retention Pond Improvements project including Planning and adjustments for overhead, contingency, inflation, etc. for a 2018 total of **\$4,300,500** for the project.



**TABLE 1  
FISCAL YEAR 2018 CAPITAL PROJECT REQUEST**

**DISTRICT/COLLEGE:**

District 502/College of DuPage

**PROJECT NAME AND/OR DESCRIPTION**

*Grounds and Retention Pond Improvements, 2018-1A*

**Check one:**

- NEW FACILITIES CONSTRUCTION/ACQUISITION \_\_\_\_\_ (Complete Table 2)  
 REMODELING/REHABILITATION PROJECT \_\_\_\_\_ (Complete Table 2)  
 OTHER \_\_\_\_\_ (Complete Table 2 or provide additional information per instructions)

DISTRICT PRIORITY NUMBER   #1   OUT OF   #1  

**Check one:**

- NEW REQUEST \_\_\_\_\_  
 REQUESTED PREVIOUSLY   x

*Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)*

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS, AND/OR STRUCTURES												
LAND												
EQUIPMENT												
UTILITIES												
REMODELING & REHABILITATION				3,225.4	1,075.1	4,300.5				3,225.4	1,075.1	4,300.5
SITE IMPROVEMENTS												
PLANNING												
<b>TOTAL</b>				<b>3,225.4</b>	<b>1,075.1</b>	<b>4,300.5</b>				<b>3,225.4</b>	<b>1,075.1</b>	<b>4,300.5</b>

*\* Describe prior year funding and/or future year funding in the scope statement section using the requested format.  
 State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits*

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	4,301
TOTAL COMPLETED PROJECT COST	\$	4,301
DESIRED PROJECT START DATE		17-Jul
ESTIMATED COMPLETION DATE		18-Jul
ESTIMATED OCCUPANCY DATE		Not Applicable
ESTIMATED ANNUAL OPERATING COST	\$	Not Applicable

<b>MATCHING CONTRIBUTION</b>	\$	3
<i>(See item 10 in Section I of this Manual)</i>		
<b>LOCAL FINANCING SOURCE</b>		
AVAILABLE FUND BALANCE	\$	
ICCB CONSTRUCTION CREDIT	\$	
<i>(if any)</i>		
DEBT ISSUE	\$	
DATE OF APPROVAL:		
_____		
OTHER (please specify)	\$	
<b>TOTAL</b>	\$	<b>3</b>

**COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED**

**TABLE 2  
FY 2018 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

		PART A			PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY			ACREAGE SUMMARY (Land Acquisition)	Number of Acres Requested in Budget Year
		REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE			
<u>Space Type</u>	<u>FICM Codes</u>	<u>Net Assignable Square Feet (NASF)</u>	<u>Space Prior to Remodeling</u>	<u>Space After Remodeling</u>		
					1 Landscaped Ground	
					2 Physical Education and Athletic Fields	
Classrooms	110 thru 115	N/A			3 Buildings and Attached Structures	
Laboratory	210 thru 255	N/A			4 Experimental Plots	
Office	310 thru 355	N/A			5 Other Instructional Areas	
Study	410 thru 455	N/A			6 Parking Lots	
Special Use	510 thru 590	N/A			7 Roadways	
<i>General Use:</i>					8 Pond Retention and Drainage	
Assembly and Exhibition	610 thru 625	N/A			9 Other (specify)	
Other General Use	630 thru 685	N/A			Total Assigned Area	
Support Facilities	710 thru 765	N/A			Currently Unassigned	
Health Care	810 thru 895	N/A			Total Acres	
Unclassified						
<b>TOTAL NASF #</b>						
<b>TOTAL GSF* #</b>						

\*Gross Square Feet

**COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED**

**TABLE 3  
FY 2018 BUILDING BUDGET ESTIMATION FORM**

**District/College** District 502/College of DuPage  
**Location** Glen Ellyn, Illinois  
**Project Name** Grounds and Retention Pond Improvements, 2018-1A

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
<i>input field</i>	<i>input field</i>	<i>input field</i>	<i>formula field</i>	<i>input field</i>	
MAC DP-2 - Shoreline, boulders, air filtration	562006	1	562006	1	\$562.0
MAC DP-2 - Landscape Installation	282720	1	282720	1	\$282.7
West Campus Pond DP-6 - Dredging, shoreline	483119	1	483119	1	\$483.1
West Campus Pond DP-6 - Landscape	460841	1	460841	1	\$460.8
West Campus Pond DP-6 - Air filtration	125682	1	125682	1	\$125.7
West Campus Pond DP-6 - Weir structure	656058	1	656058	1	\$656.1
Golden Pond DP-1 - Dredging, shoreline	486807	1	486807	1	\$486.8
Golden Pond DP-1 - Landscape installation	194806	1	194806	1	\$194.8
Golden Pond DP-1 - Air Filtration	37710	1	37710	1	\$37.7
<b>1. Base Total</b>	<b>3289749</b>		<b>3289749</b>		<b>\$3,289.7</b>
<b>2. Added Costs (sum of added cost components identified separately below)</b>					
LEED design cost up to 6% of line 1					
Green Building Design/LEED Certification Level _____ (Silver, Gold, Platinum)					
Other added costs:					
<b>3. Base Cost</b>	<b>3289749</b>		<b>3289749</b>		<b>\$3,289.7</b>

4. Escalation (estimate of cost increase from the time of appropriation to the bid date) \_\_\_\_\_ 107.6  
 --assumes appropriation is received at July 1, 2017).

Expected Bid Date: July 1, 2018 Number of Months to Bid Date: 12  
 Annual Percentage (Allowable per annum inflation) from regional rate tables 0.0327  
**(Enter annual rate as a decimal in cell J35; i.e. 2.2% as .022)**

(inflation rate and number of months to bid are estimates and for purposes of calculating estimated costs will be standardized at 12 months to bid)

5. Escalated Building Budget (Line 3 plus Line 4) \_\_\_\_\_ \$3,397.3

6. Escalated Building Budget  
 Plus 10% Contingency (Line 5 multiplied by 1.10) \_\_\_\_\_ \$3,737.1

7. Adds:

a. A/E Fees 0.08 % (use rate in E45 unless justification for another rate) \_\_\_\_\_ \$299.0

b. On-Site Observation  
 Number of Months \_\_\_\_\_ Days per Week \_\_\_\_\_ \$25.0

c. Reimbursable Expenses \_\_\_\_\_ \$45.0

d. Art in Architecture  
 one-half of one percent (Multiply Line 6 by .005) \_\_\_\_\_ \$18.7

e. Other Adds \_\_\_\_\_ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify) \_\_\_\_\_ \$175.8

f. Sub-total Adds (Lines 7a through 7e) \_\_\_\_\_ \$563.4

8. Total Building Budget (Line 6 plus Line 7f) \_\_\_\_\_ \$4,300.5

OTHER:  
 Estimate of Annual State Supported Operations and Maintenance Expense \_\_\_\_\_

Source of Cost Estimate: \_\_\_\_\_  
 Date of Cost Estimate: \_\_\_\_\_

**TABLE 4  
FY 2018 MOVEABLE EQUIPMENT LIST**

**District/College:** 502/College of DuPage  
**Project Name:** Grounds and Retention Pond Improvements, 2018-1A

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

<b>Programmatic Unit</b>	<b>Room Use Classification</b>	<b>Name of Equipment</b>	<b>Number of Units</b>	<b>Cost per Unit</b>	<b>Estimated Total Cost</b>
Not Applicable	Not Applicable	Not Applicable			

Grand Total Equipment Costs (this number should be included on the equipment line of table 1)

**TABLE 3 Inflation Check Worksheet**

Only Complete This Table If Project is On the ICCB List of Recommended Projects

While data is automatically imported from current year Table 3 to fill columns A-L, you do not need to input data in column M if the project is not yet on the ICCB list of recommend projects

**District/College** District 502/College of DuPage  
**Location** Glen Ellyn, Illinois  
**Project Name** Grounds and Retention Pond Improvements, 2018-1A

(cost column rounded to the nearest hundred)

Insert regional inflation rate in N9

Space Type	Multiplier		\$/GSF	Cost	Refer to table 3 from your prior year FY 17 RAMP and Insert Costs in this column	
	NASF	Factor				
<i>This information imported from current year table 3</i>						
MAC DP-2 - Shoreline, boulders, air filtration	562006	1	562006	1	\$562.0	544.2
MAC DP-2 - Landscape Installation	282720	1	282720	1	\$282.7	273.8
West Campus Pond DP-6 - Dredging, shoreline	483119	1	483119	1	\$483.1	467.8
West Campus Pond DP-6 - Landscape	460841	1	460841	1	\$460.8	446.2
West Campus Pond DP-6 - Air filtration	125682	1	125682	1	\$125.7	121.7
West Campus Pond DP-6 - Weir structure	656058	1	656058	1	\$656.1	635.3
Golden Pond DP-1 - Dredging, shoreline	486807	1	486807	1	\$486.8	471.4
Golden Pond DP-1 - Landscape installation	194806	1	194806	1	\$194.8	188.6
Golden Pond DP-1 - Air Filtration	37710	1	37710	1	\$37.7	36.5
<b>1. Base Total</b>	<b>3289749</b>		<b>3289749</b>		<b>\$3,289.7</b>	<b>3185.8</b>
<b>2. Added Costs (sum of added cost components identified separately below)</b>					<b>\$0.0</b>	<b>191.1</b>
LEED design cost up to 6% of line 1					<b>\$0.0</b>	<b>191.1</b>
Green Building Design/LEED Certification Level _____ (Silver, Gold , Platinum)						
Other added costs:					<b>\$0.0</b>	
					<b>\$0.0</b>	
<b>3. Base Cost</b>	<b>3289749</b>		<b>3289749</b>		<b>\$3,289.7</b>	<b>3376.7</b>
<b>4. Escalation</b>	(estimate of cost increase from the time of appropriation to the bid date --assumes appropriation is received at July 1, 2017). Expected Bid Date: <u>July 1, 2018</u> Number of Months to Bid Date: <u>12</u> Annual Percentage (Allowable per annum inflation) from regional rate tables <u>0.0327</u> (Enter annual rate as a decimal; i.e. 2.2% as .022 is the statewide rate) (inflation rate and number of months to bid are estimates and for purposes of calculating estimated				<b>107.6</b>	<b>112.4</b>
<b>5. Escalated Building Budget</b>	(Line 3 plus Line 4)				<b>\$3,397.3</b>	<b>3489.2</b>
<b>6. Escalated Building Budget Plus 10% Contingency</b>	(Line 5 multiplied by 1.10)				<b>\$3,737.1</b>	<b>3838.1</b>
<b>7. Adds:</b>						
a. A/E Fees _____%					<b>\$299.0</b>	<b>307</b>
b. On-Site Observation Number of Months _____ Days per Week _____					<b>\$25.0</b>	<b>0</b>
c. Reimbursable Expenses					<b>\$45.0</b>	<b>0</b>
d. Art in Architecture one-half of one percent (Multiply Line 6 by .005)					<b>\$18.7</b>	<b>19.2</b>
e. Other Adds _____ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify)					<b>\$175.8</b>	<b>0</b>
f. Sub-total Adds (Lines 7a through 7e)					<b>\$563.4</b>	<b>326.2</b>
<b>8. Total Building Budget</b>	(Line 6 plus Line 7f)				<b>\$4,300.5</b>	<b>4164.3</b>

## **BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT**

I hereby certify that the Board of Trustees of College of DuPage, Community College, District #502, meeting in their regular session on June 23, 2016, with a quorum present, officially authorized the submission of the attached Fiscal Year 2018 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

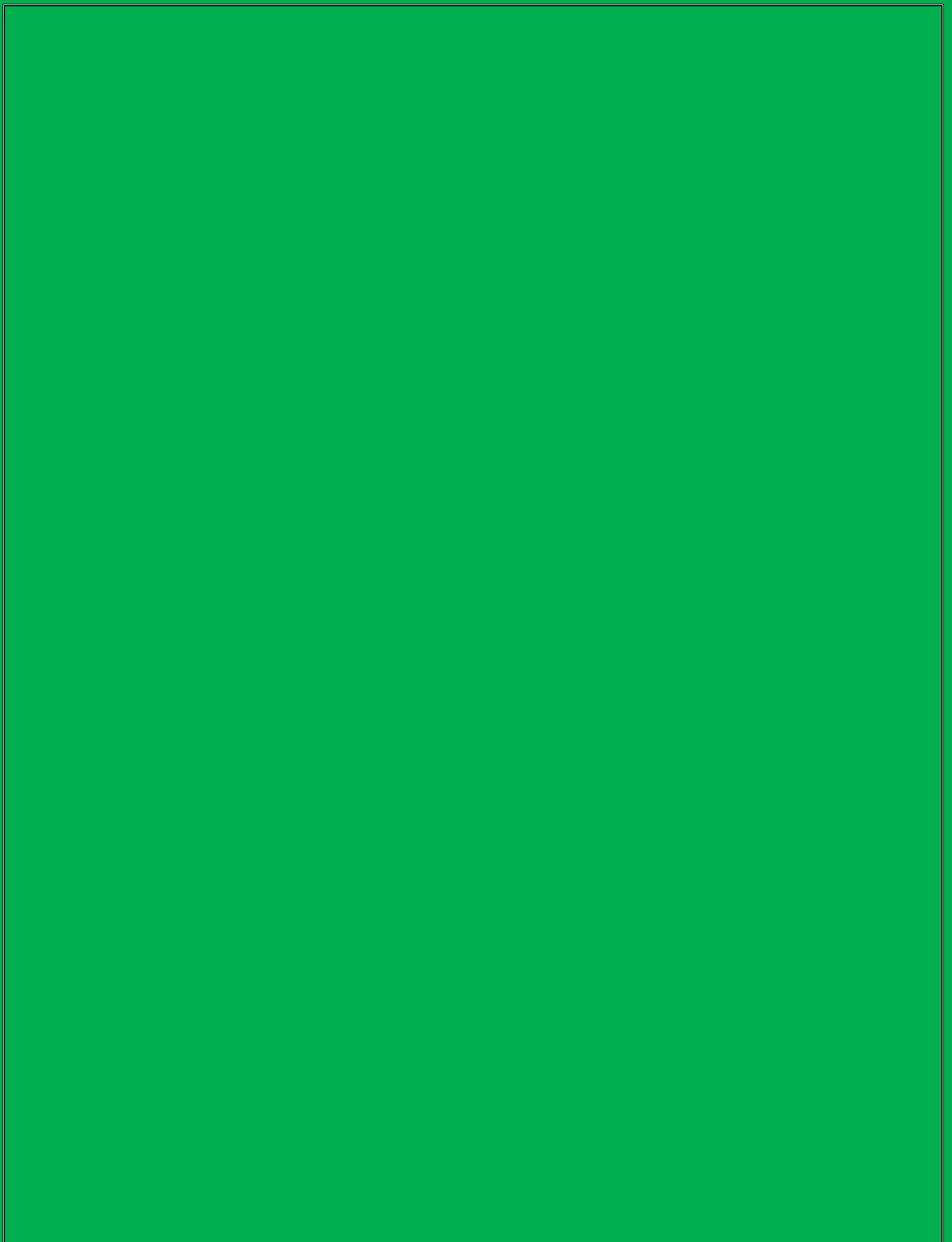
**PROJECT NAME:** Grounds and Retention Pond Improvements, 2018-1A

### Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$ 1,075,100</u>
2. Protection, Health, and Safety Tax Levy	<u>\$ 0</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$ 0</u>
4. Other Debt Issue	<u>\$ 0</u>
5. State Certified Construction Credits (remaining from 1987)	<u>\$ 0</u>
6. Other (Please specify) _____	<u>\$ 0</u>
<b>TOTAL LOCAL MATCH</b>	<u><b>\$ 1,075,100</b></u>

Signed \_\_\_\_\_  
Chairperson of the Board of Trustees

Signed \_\_\_\_\_  
Chief Executive Officer of the College District



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Release of Closed Session Minutes

2. **REASON FOR CONSIDERATION**

Pursuant to the Illinois Open Meetings Act, each Board is required to review the minutes of closed sessions to determine whether the minutes, in whole or in part, may be made part of the public record. 5 ILCS 120/2.06(d).

3. **BACKGROUND INFORMATION**

On May 19, 2016, the Board of Trustees reviewed all closed session minutes from the period of January 1, 2000 to December 31, 2002. Upon review, the Board has determined that certain closed session minutes no longer require confidential treatment and should be made available for public inspection. The Board has also decided that select closed session minutes continue to require confidential treatment and should not be released.

4. **RECOMMENDATION**

That the Board of Trustees approves the release of the following closed session minutes, which have been reviewed by the Board and no longer require confidential treatment:

- Closed Session Number 267, dated January 12, 2000;
- Closed Session Number 268, dated February 9, 2000;
- Closed Session Number 270, dated March 22, 2000;
- Closed Session Number 273, dated April 3, 2000;
- Closed Session Number 274, dated April 12, 2000;
- Closed Session Number 275, dated April 27, 2000;
- Closed Session Number 276, dated May 10, 2000;
- Closed Session Number 277, dated May 10, 2000;
- Closed Session Number 278, dated May 24, 2000;
- Closed Session Number 279, dated June 6, 2000;
- Closed Session Number 280, dated June 14, 2000;
- Closed Session Number 281, dated July 12, 2000;

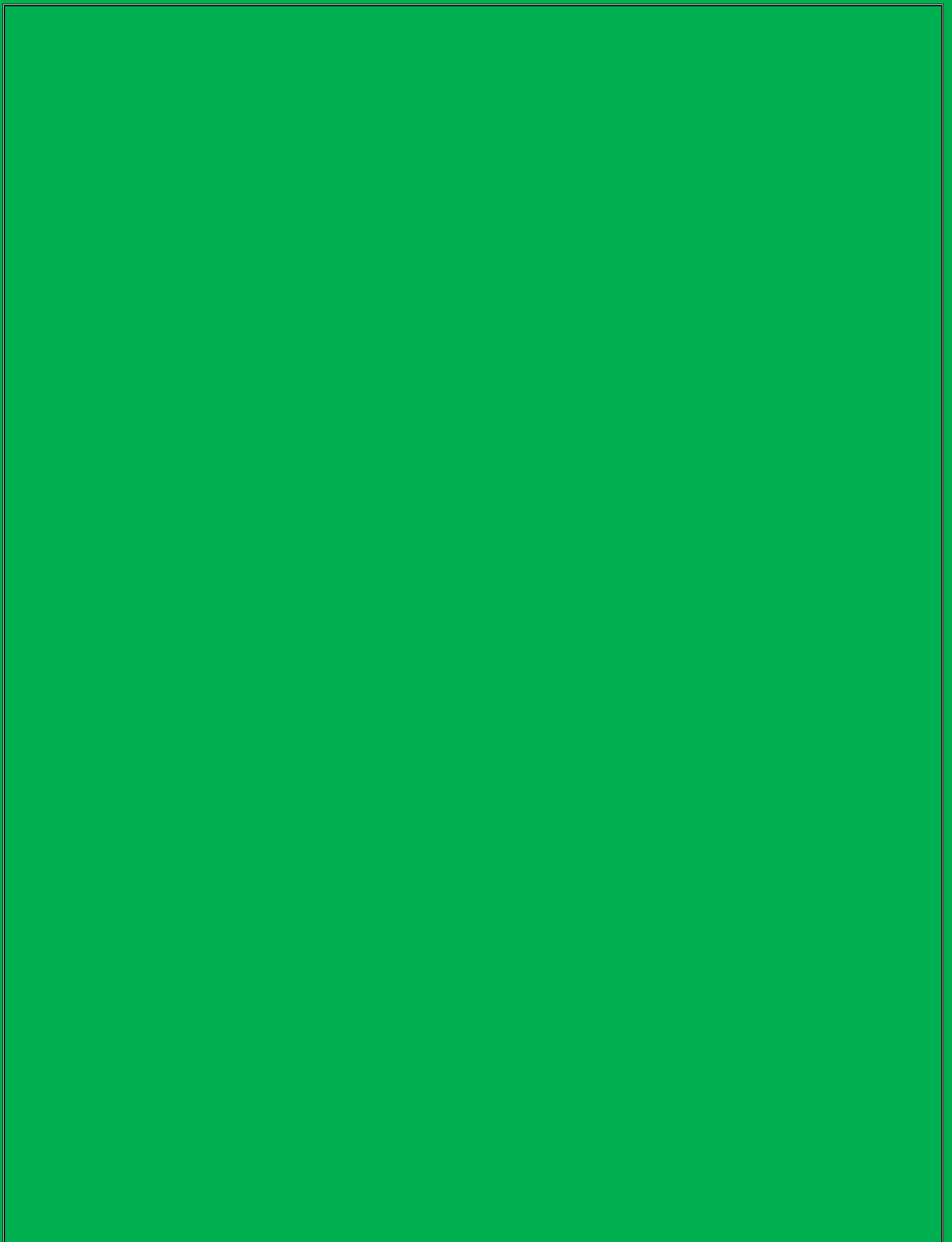


- Closed Session Number 282, dated July 12, 2000;
- Closed Session Number 283, dated August 3, 2000;
- Closed Session Number 284, dated August 9, 2000;
- Closed Session Number 285, dated August 9, 2000;
- Closed Session Number 287, dated September 14, 2000;
- Closed Session Number 288, dated September 30, 2000;
- Closed Session Number 289, dated September 30, 2000;
- Closed Session Number 290, dated October 11, 2000;
- Closed Session Number 291, dated October 28, 2000;
- Closed Session Number 294, dated December 13, 2000;
- Closed Session Number 297, dated January 10, 2001;
- Closed Session Number 299, dated February 14, 2001;
- Closed Session Number 300, dated March 14, 2001;
- Closed Session Number 301, dated April 10, 2001;
- Closed Session Number 302, dated April 30, 2001;
- Closed Session Number 303, dated April 30, 2001;
- Closed Session Number 304, dated May 9, 2001;
- Closed Session Number 305, dated June 13, 2001;
- Closed Session Number 306, dated July 11, 2001;
- Closed Session Number 307, dated August 8, 2001;
- Closed Session Number 308, dated September 12, 2001;
- Closed Session Number 309, dated October 3, 2001;
- Closed Session Number 310, dated October 18, 2001;
- Closed Session Number 311, dated November 14, 2001;
- Closed Session Number 312, dated December 12, 2001;
- Closed Session Number 313, dated January 9, 2002;
- Closed Session Number 314, dated January 9, 2002;
- Closed Session Number 315, dated February 14, 2002;
- Closed Session Number 316, dated February 27, 2002;
- Closed Session Number 317, dated March 20, 2002;
- Closed Session Number 318, dated April 1, 2002;
- Closed Session Number 320, dated April 10, 2002;
- Closed Session Number 321, dated April 24, 2002;
- Closed Session Number 322, dated May 8, 2002;
- Closed Session Number 323, dated June 12, 2002;
- Closed Session Number 324, dated July 10, 2002;
- Closed Session Number 325, dated July 10, 2002;
- Closed Session Number 326, dated July 24, 2002;
- Closed Session Number 328, dated September 11, 2002;
- Closed Session Number 329, dated September 30, 2002;
- Closed Session Number 331, dated November 4, 2002;
- Closed Session Number 332, dated December 2, 2002; and

- Closed Session Number 333, dated December 11, 2002.

That the Board should continue to maintain the following minutes as confidential, and not release them for public review:

- Closed Session Number 269, dated March 8, 2000;
- Closed Session Number 298, dated January 15, 2001;
- Closed Session Number 319, dated April 10, 2002;
- Closed Session Number 327, dated August 14, 2002; and
- Closed Session Number 330, dated October 9, 2002.



**COLLEGE OF DUPAGE**  
**REGULAR or SPECIAL BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Buffalo Theatre Ensemble Agreements

2. **REASON FOR CONSIDERATION**

To approve and ratify the attached Resolution and agreement between the MAC and The Buffalo Theatre Ensemble.

3. **BACKGROUND INFORMATION**

The Board in April 2016 previously issued a resolution regarding the Buffalo Theatre Ensemble. Activities under that resolution have been moving forward. The attached resolution and contract with the MAC are the next steps in that process.

4. **RECOMMENDATION**

That the Board of Trustees approve the enclosed resolution and agreement with the MAC.

**A RESOLUTION APPROVING THE BUSINESS PLAN AND BUDGET OF THE  
BUFFALO THEATRE ENSEMBLE AND APPROVING THE IN RESIDENCE RENTAL  
AND WORKING AGREEMENT BETWEEN THE COLLEGE OF DUPAGE,  
MCANNINCH ARTS CENTER, AND BUFFALO THEATRE ENSEMBLE**

**WHEREAS, COLLEGE OF DUPAGE** is interested in re-establishing a relationship between it and Buffalo Theatre Ensemble for the purpose of Buffalo Theatre Ensemble's production of live theater at the McAnninch Arts Center; and

**WHEREAS, COLLEGE OF DUPAGE**, on April 21, 2016, adopted a resolution providing for the re-establishment of that relationship and further providing for certain subsidies of the Buffalo Theatre Ensemble in cash and in-kind and further providing that Buffalo Theatre Ensemble could re-establish that relationship if certain conditions and pre-requisites were met; and,

**WHEREAS**, Buffalo Theatre Ensemble has already met certain of those pre-requisites by: 1) incorporating itself as an Illinois Not-For-Profit corporation and begun the process of obtain its own Internal Revenue Code §501(c)(3) status; and,

**WHEREAS**, Buffalo Theatre Ensemble has further started to meet other pre-requisites by beginning the process of engaging in its own fund-raising and of selling subscriptions to its planned performances for next season and by securing the performance rights to certain performances in its own name; and,

**WHEREAS**, Buffalo Theatre Ensemble has further started to meet other pre-requisites by submitting to this Board a Five-Year Business Plan and Two-Year Budget at the Board's meeting of May 19, 2016, for consideration by this Board; and,

**WHEREAS**, this Board has considered the Five-Year Business Plan and Two-Year Budget as submitted ;and,

**WHEREAS, Buffalo Theatre Ensemble has agreed to hire as many student employees as practicable consistent with and in compliance with the April 21, 2016 Board Resolution; and,**

**WHEREAS**, Buffalo Theatre Ensemble has negotiated and agreed to an IN RESIDENCE RENTAL AND WORKING AGREEMENT with McAnninch Arts Center and the College of DuPage which is in compliance with the terms of this Board's resolution of April 21, 2016, which Agreement awaits the approval of this Board before becoming final.

**NOW, THEREFORE, BE IT RESOLVED**, that the College of DuPage hereby approves the 5-year Business Plan of the Buffalo Theatre Ensemble, as submitted to the Board on May 19, 2016, a copy of which is attached hereto.

**BE IT FURTHER RESOLVED**, that the College of DuPage hereby approves the Budget for the first year of the Buffalo Theatre Ensemble, as submitted to the Board on May 19, 2016, which is a part of the 5-year Business Plan attached hereto, and payments to Buffalo Theater Ensemble, as set forth in the Budget for that year, are hereby authorized.

**BE IT FURTHER RESOLVED**, that the College of DuPage hereby approves the IN RESIDENCE RENTAL AND WORKING AGREEMENT between the College of DuPage, McAnninch Arts Center, and Buffalo Theatre Ensemble, a copy of which is attached hereto.

**COLLEGE OF DUPAGE**

**MCANINCH ARTS CENTER**

**IN RESIDENCE RENTAL AND WORKING AGREEMENT**

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**COLLEGE OF DUPAGE  
MCANINCH ARTS CENTER  
IN RESIDENCE RENTAL AND WORKING AGREEMENT**

This Residence Agreement (“Agreement”) is made as of this \_\_\_ day of \_\_\_\_\_, 2016 between McAninch Arts Center at College of DuPage (the “MAC”), and Buffalo Theatre Ensemble (the “In Residence Company”).

MAC leases to the In Residence Company, and the In Residence Company accepts, the Playhouse theater listed below, the dressing room, the rehearsal space, etc. (the “Premises”) in the McAninch Arts Center at College of DuPage, Fawell and Park Boulevards, Glen Ellyn, IL 60137, under the following terms and conditions:

**ARTICLE I**

**AGREEMENT TERM**

The Agreement is for the term of ten (10) months commencing September 1, 2016 and ending June 30, 2017. Within that time, the In Residence Company will have the rights and obligations as set forth in this Agreement at the property at the McAninch Arts Center at College of DuPage and specified MAC rental rights, for the terms detailed below.

- a. The In Residence Company will be granted in-kind space in The Playhouse, Theatre.
- b. Under the terms of this Agreement, the In Residence Company will produce a three show season in the Playhouse between September 1, 2016 and June 30, 2017. Each show will consist of twenty (20) performances in the Playhouse and at least two (2) weeks of rehearsal in the Playhouse for a total of sixty (60) performances and six (6) weeks of rehearsal for the 2016-2017 season.

**ARTICLE II**

**OPERATING COSTS**

- a. The Board of Trustees of the College of DuPage, by resolution dated \_\_\_\_\_, 2016, has allocated resources to the In Residence Company, and has further resolved that contributions from the College will be made in cash and in-kind. Estimates of those contributions are attached hereto as an Addenda.
- b. Expenses to be paid by the MAC, or to be paid by the In Residence Company out of funds donated by the College will not exceed the amount approved by the Board of Trustees of the College of DuPage.

- c. Funds donated by the College of DuPage will first be used to reimburse the MAC for direct costs and expenses and for student performers, student crew and other student participants before offsetting additional In Residence Company expenses.
- d. The In Residence Company agrees that any additional fees, costs and expenses incurred will be paid to MAC upon receipt of an invoice and recognized within sixty (60) days.

### **ARTICLE III**

#### **USE OF PREMISES AND PLAYHOUSE THEATER**

- a. The In Residence Company will use the Premises during the Agreement term for the purpose of producing a three show season performed by live actors for the general public, and for no other purpose (the “Shows”). This Agreement permits only the production of the Shows and no other.
  - i. The In Residence Company will not, without MAC’s prior written consent, sublet the Premises in whole or in part.
  - ii. The In Residence Company will not, without MAC’s prior written consent, assign, hypothecate, mortgage, encumber, or convey this Agreement or any interest under it.
  - iii. The In Residence Company will not, without MAC’s prior written consent, allow any transfer thereof or any lien upon the In Residence Company’s interests in this Agreement by operation of law.
- b. The In Residence Company’s use of the Premises for the purpose of presenting performances open to the public is restricted to Thursday, Friday, Saturday and Sunday evenings and Sunday matinee. Performances at other times or days are prohibited except upon written consent of MAC.
- c. The In Residence Company agrees that the performance space will be used between scheduled performances by third parties.
- d. The In Residence Company agrees it will not present performances on Thanksgiving Day, Christmas Eve, Christmas Day, New Year’s Day or the 4<sup>th</sup> of July, or Easter Sunday. The In Residence Company further agrees that MAC has no obligation to provide box office or other services on those days.
- e. The In Residence Company warrants it has all licenses to produce the Shows and acknowledges that MAC is in no way responsible for the production of the Shows other than as set forth in this Agreement. The In Residence Company further warrants that MAC is in no way responsible for any contents of the Shows, should its contents or performance be found to be obscene, libelous or otherwise contrary to law.

- f. The In Residence Company will not make, or permit to be made, any use of the Premises that is forbidden by law or that may be dangerous to persons or property or that may invalidate or increase the premium cost of any policy carried on the MAC or covering its operations.
  - i. Unless MAC gives advance written consent in each and every instance, the In Residence Company will not install or operate any steam or internal combustion engine, boiler, machinery, refrigerating or heating device or air-conditioning apparatus in or about the Premises or carry on any mechanical business therein or use any illumination other than electric light, or use or permit to be brought into the MAC any inflammable oils or fluids such as gasoline, kerosene, naphtha and benzene, or any explosive or other articles hazardous to persons or property.
  - ii. The In Residence Company agrees that all scenery, draperies and properties if made or purchased off Premises, will be flameproof in accordance with applicable public school and governmental standards, codes and regulations.
  - iii. The In Residence Company will not install in the Premises any equipment which uses a substantial amount of electricity without the advance written consent of MAC.
- g. The following stage lighting will be available to the In Residence Company:
  - i. ETC Ion lighting console or equivalent lighting console;
  - ii. Standard house lighting plot in place. A copy of standard plot is available upon request;
  - iii. 12 light specials as needed;
  - iv. Requests for performance specific light plots that deviate from the Playhouse theater standard house plot and the 12 light specials referenced in iii., will incur additional costs based on the MAC rental rates.
- h. The In Residence Company will, at the In Residence Company's own expense, keep the Premises in good condition and will pay for the repair of any damages caused by the In Residence Company, its agents, employees or invitees. The In Residence Company will keep the Premises in clean condition and presentable to the public.
- i. The In Residence Company will not do any painting or decorating, or erect any partitions, make any alterations in or additions to the Premises or do any nailing, boring or screwing into the ceilings, walls or floors, without MAC's prior written consent.
- j. The In Residence Company acknowledges that other occupants of the MAC have the right to the peaceable enjoyment of the MAC. Therefore:

- i. The In Residence Company will not conduct loud or distracting activities when the others in the MAC are conducting dress rehearsals or presenting performances open to the public.
- ii. The In Residence Company will not obstruct, or use for storage, or for any other purpose other than ingress or egress, the lobby, sidewalks, entrances, passages, courts, corridors, vestibules, halls, stairways or other common areas of the MAC.
- iii. The In Residence Company will not make or permit any noise or odor that is objectionable to other occupants of the MAC to emanate from the Premises, and will not create or maintain a nuisance thereon, and will not disturb, solicit or canvass any occupant of the MAC, and will not do any act tending to injure the reputation of the MAC.
- iv. Any musical instrument or equipment in the MAC or any antennas, aerial wires or other equipment inside or outside the MAC shall be installed, in each and every instance only with prior approval in writing by the MAC and such items shall be installed by College of DuPage employees or licensed professionals hired with the approval of the MAC. The use thereof, if permitted, will be subject to control by MAC to the end that others will not be disturbed or annoyed.
- v. The In Residence Company agrees that MAC has the sole right to regulate the volume of any amplified sound the In Residence Company may incorporate in its production(s) of The Shows. The In Residence Company agrees that MAC's rights to regulate such volume are incontestable, and the In Residence Company agrees to hold MAC harmless if MAC requires reduction in volume.
- k. Except as specifically provided for in this Agreement, the In Residence Company must receive written agreement from MAC for any use of the MAC's lobby which is not part of the In Residence Company's regular performance scheduled (e.g. opening parties, benefits, auditions) prior to setting date.

#### **ARTICLE IV**

##### **FACILITY AND EQUIPMENT USE**

The MAC agrees to provide the following to the In Residence Company:

- a. Rehearsal space two (2) weeks prior to each of the three productions. The MAC will make every effort to provide the Playhouse for rehearsals, but from time to time competing priorities will require the In Residence Company to move to an

alternate rehearsal space. At the discretion of the MAC, MAC may permit use of the Premises for additional time for rehearsals if the Premises are not in use. MAC agrees that it will not unreasonably withhold approval of additional rehearsal time. Further, the MAC agrees that, upon request of the In Residence Company, the MAC will make available other space at the College of DuPage for rehearsals or other related purposes if such other space is available to the MAC at no charge, and at no cost or inconvenience to other scheduled College activities.

- b. Up to three (3) ushers to facilitate the lobby, performance hall seating, and patron needs of the event, with an estimated schedule of sixty (60) minutes before published curtain time of the event until after the event has concluded. The usher services will be performed by College of DuPage employees.
- c. Access to two dressing rooms during load-in/rehearsals/performances/ load-out – based on availability.
- d. Access to conference rooms for board and production meetings as available.
- e. Access to the Playhouse Theatre and MAC lobby for one fundraiser each year, based on availability.
- f. Access to the Playhouse Theatre for subscriber meetings and events based on availability.
- g. Two eight foot banquet tables for lobby use as needed.

## **ARTICLE V**

### **DESIGN**

- a. Scenic and costume designs must be submitted eight (8) weeks prior to opening for design review by MAC staff for fire/audience safety and third party use.
- b. All normal stage construction will be performed by MAC and College of DuPage employees, according to the In Residence Company's design. The MAC staff will handle construction of all scenery and costumes and the supervision of College of DuPage student workers involved in the production.
  - i. The In Residence Company can with prior permission use pre-assembled flats, platforms, stairs, props, etc. upon written approval of technical director and costumes with approval from costume shop manager. Scenery, furniture, props and all large articles will be brought through the MAC and into the Premises at such times and in such manner as MAC will direct and at the In Residence Company's sole risk and responsibility.
  - ii. One production manager will be scheduled and on premises for each of the In Residence Company performances to assist with any technical emergencies and to provide access to the space.

- iii. One house manager will be provided by MAC to facilitate and oversee the usher staff, and assist patrons, with an estimated schedule of 90 minutes before published curtain time of the event until after the event has concluded.

## **ARTICLE VI**

### **THE IN RESIDENCE COMPANY'S ACCESS TO PREMISES**

The MAC production manager will provide access to the space as needed. The In Residence Company agrees that when the In Residence Company's production of the Play is open to the public, MAC has the right to use the Premises on any evening of the week with no previously scheduled performance and on any day of the week until one and one-half hours prior to the In Residence Company's scheduled performance.

- a. No additional locks or similar devices will be attached to any door.
- b. The In Residence Company will be responsible for the deactivation of lights when exiting the building. Failure to turn off lights will incur a \$50.00 fine.
- c. The In Residence Company will be responsible for keeping all fire exits and aisles clear of obstruction.

## **ARTICLE VII**

### **MAC'S ACCESS TO PREMISES**

MAC or College of DuPage will have the right to enter upon the Premises to control heat, electricity and air conditioning, to inspect the same, and to make such decorations, repairs, alterations, improvements or additions to the Premises or the MAC as the MAC may deem necessary or desirable. Nothing herein contained, however, will be deemed or construed to impose upon MAC any obligations, responsibility or liability whatsoever, for the care, supervision or repair of the MAC or any part thereof, other than as herein provided. MAC will not be liable to the In Residence Company for any expense, injury, loss or damage resulting from work done in or upon, or the use of, any adjacent or nearby building, land, street or alley.

## **ARTICLE VIII**

### **SERVICES AND EQUIPMENT**

- a. The In Residence Company agrees to provide the following to the MAC:
  - i. All technical requirements (sound, lighting, rigging, power, etc.) at least three (3) weeks prior to commencement of each production.

- ii. Sound – A sound plot must be submitted to MAC production manager three (3) weeks prior to the opening for approval of equipment usage.
  - iii. A lighting plot must be submitted four (4) weeks prior to the opening to MAC production manager for approval of instrument usage.
  - iv. Set and costume designs must be submitted at least eight (8) weeks in advance of opening for cost estimates and construction.
  - v. The In Resident Company will be invoiced for set and costume construction, labor, and supplies which can be paid for from the donation approved by the Board of Trustees of the College of DuPage.
- b. The In Residence Company is required to provide MAC personnel one paid 15-minute break during each four hours worked. Failure to allot for any of the 15-minute breaks will incur an extra ½ hour charge at standard hourly for each break missed. If the scheduled event requires MAC personal to work more than seven hours including paid breaks, the In Residence Company is required to provide an unpaid 60-minute meal break. Said meal break must be given within the first five hours, but not before the first three hours of scheduled work. If the In Residence Company fails to provide a meal break, the pay rate of any MAC personnel will increase to one and a half times the stated hourly rate for each 15-minutes worked beyond five hours until a meal break is given. The In Residence Company has the option to provide a 30-minute meal break, but an additional \$10 per stagehand and production manager will be added to the final invoice for each 30-minute meal break scheduled.
  - c. The MAC reserves the right to inspect and approve all rigging.
  - d. At no time will the In Residence Company’s personnel be permitted to load weight for the fly system. Furthermore, at no time will the In Residence Company be permitted to operate any motorized lift, fly rail, or enter catwalks without MAC stage technician or production management permission.
  - e. Any props used by the In Residence Company must have prior approval of MAC Director or Tech Director to be sure they are not committed for use in another production or student show.
  - f. Batteries, light bulbs, tape, gel, paint will be considered overhead expenses and paid by the In Residence Company from the donation approved by the Board of Trustees of the College of DuPage.
  - g. The MAC will provide a production manager available on show nights to assist with any technical issues that may arise, unlock and lock the spaces.
  - h. MAC does not warrant that any of the services above mentioned will be free from any causes beyond the reasonable control of MAC, including (but not limited to) interruptions caused by war, riots, acts of God, or governmental action. Any such interruption of service will never be deemed an eviction or disturbance of the In Residence Company’s use and possession of the Premises or any part thereof, or

render MAC liable to the In Residence Company for damages, or relieve the In Residence Company from performance of the In Residence Company's obligations under this Agreement.

- i. The In Residence Company agrees that MAC may issue reasonable policies (which will not conflict with other provisions of this Agreement) governing the use of energy in the Premises and the MAC. The In Residence Company further agrees that MAC may assess a reasonable charge for each occasion when such policies are violated, whether inadvertently or otherwise.

## **ARTICLE IX**

### **BOX OFFICE**

MAC will exclusively provide all box office services for performances in the McAninch Arts Center. The In Residence Company will use only the McAninch Arts Center's box office system and box office telephone number for the sale of tickets to the In Residence Company's production at the McAninch Arts Center.

- a. Ticket office services include:
  - i. Advance phone walk up and mail order.
  - ii. Day of sales will call and walk up services.
  - iii. Subscription pre-sales, campaign and management.
  - iv. Printed tickets.
  - v. Reminders sent to patrons prior to each performance.
  - vi. Box office sales reports.
  - vii. Revenue payments to the In Residence Company.
  - viii. Ticket revenue will be given to the In Residence Company as per this Agreement.
  - ix. All ticket revenue will be processed bi-weekly and given to the In Residence Company via ACH bi-weekly electronic payments. If the In Residence Company does not register for ACH electronic payments, box office receipts will be distributed monthly based on college payment schedule.
  - x. Ticket revenue will pay out to the In Residence Company less any box office handling fees and less incurred credit card processing fees.
- b. The box office will be open according to the following schedule:

Monday:	Closed
Tuesday:	12p to 6p
Wednesday:	12p to 6p
Thursday:	12p to 6p
Friday:	12p to 6p



Saturday: 12p to 6p  
Sunday: Open 90 minutes prior to curtain

The Box Office is also open 90 minutes prior to curtain on any performance night.

- c. A complete performance schedule must be provided to the box office seven (7) days before production commences.
- d. The box office charges the following fees, which will be deducted from the advertised ticket price and will not be reflected, and which are independent of any fee charged by the credit card company for processing the order:
  - i. \$1.00/ticket for walk-up tickets.
  - ii. \$8.00/ticket for phone orders and on-line orders
  - iii. \$2.50/ticket for online orders for student tickets
- e. The In Residence Company understands and agrees that the In Residence Company is precluded from using any other ticket selling agency for the sale of tickets to the shows while the shows are performed at the Premises.
- f. The In Residence Company agrees that all tickets printed for the event shall not exceed the capacity of the venue. All general admission tickets shall be consecutively numbered only to the capacity. All events are encouraged to provide tickets (whether paid or not paid) so that overcrowding does not occur and create a safety problem.

## **ARTICLE X**

### **STANDARD TICKET DISCOUNTS**

The In Residence Company agrees that MAC will distribute discounted tickets to the Play through the MAC Pack, Group Sales, Groupon, Hot Tix, COD Student, Youth, and Seniors/Veterans discount tickets programs as described on the MAC website at <http://www.atthemac.org/tickets/special-offers/>.

## **ARTICLE XI**

### **COMPLIMENTARY TICKETS**

Upon request made 24 hours in advance, MAC will be entitled to an average of two complimentary tickets per week. These tickets are not subject to the minimum fee.

## **ARTICLE XII**

### **PROGRAM AND ADVERTISING**

- a. The MAC will coordinate and pay for all season brochure marketing, print, radio, any outdoor billboards and cable advertising for each show and coordination of press/opening night to each show from funds allocated to the In Residence Company by the Board of Trustees of the College of DuPage. The MAC will create and have final approval on any ad design, logos, copy ads, and radio/cable copy for any and all marketing.
- b. The MAC will provide the In Residence Company with a show page for each event on the MAC website.
- c. The MAC will provide a page on the MAC website for the In Residence Company.
- d. The MAC will NOT handle any promotional or sponsorship marketing events for the In Residence Company.
- e. The In Residence Company will acknowledge MAC in all marketing, digital, radio, television, print, and press interviews.

## **ARTICLE XIII**

### **CONCESSIONS**

The MAC reserves the right to offer for sale concessions (food, snack and beverage items) for all events open to the general public. The In Residence Company recognizes that the portion of the lobby required for such concession sales will be reserved for that purpose. The MAC will collect all such sales and the In Residence Company shall not share in any resulting revenue.

The In Residence Company has the right, but not the obligation, to sell non-food souvenir items immediately prior to any performance, at any intermission or break, and for a brief time after their presentation upon approval by the MAC. If the MAC provides the seller(s), the concession fee shall be \$24.00 dollars per show. If the MAC does not provide a seller, the concession fee shall be fifteen percent (15%) of the gross sales. The MAC shall determine the site to be used for any sales by the In Residence Company or the MAC.

College of DuPage authorized vendor(s) shall furnish all food services of any kind that is required by the In Residence Company. Any outside catering must be approved by special arrangements with the production manager. Remember that any catering may not include alcoholic beverages. Please note that all beverages supplied, distributed or donated by the In

Residence Company, the In Residence Company's caterer or associate on College property must be exclusive brands distributed by the company then under contract with the College.

College of DuPage Policy prohibits the possession and/or consumption of alcoholic beverages on all college property unless MAC provides it as part of a contracted catered event or it is sold by MAC concessions.

#### **ARTICLE XIV**

##### **REMOVAL**

- a. The MAC will be responsible for the strike at the conclusion of the show and the Agreement term.
- b. The In Residence Company will be responsible for removing all of its property from the Premises at the conclusion of the show and Agreement term. If the In Residence Company does not remove its property from the Premises at the end of the term, MAC may remove it and the In Residence Company will pay the cost of such removal to MAC.

#### **ARTICLE XV**

##### **UNTENABILITY**

If a substantial portion of the Premises or the MAC are made untenable by fire or other casualty, MAC may elect:

- a. to terminate this Agreement as of the date of the fire or casualty by notice to the In Residence Company within sixty (60) days after that date; or
- b. proceed with all due diligence to repair, restore or rehabilitate the Playhouse theater or the Premises at MAC's expense, in which latter event this Agreement will not terminate.

## ARTICLE XVI

### INSURANCE

The In Residence Company agrees that it will carry and maintain at its own cost:

- a. Liability insurance. A Certificate of Insurance must be furnished providing evidence of liability coverage for the In Residence Company in amounts not less than \$1,000,000.00 combined single limit for bodily injury and property damage, with a \$2,000,000.00 general aggregate. The Certificate of Insurance must state that 30-day advance written notice will be given to the MAC in the event of cancellation or material change in insurance coverage. The Certificate of Insurance is to name College of DuPage as additional insured.
- b. Workers' Compensation. During the period of this Agreement, the In Residence Company will maintain appropriate Workers' Compensation Coverage. The In Residence Company will furnish evidence of such insurance and coverage to MAC prior to the commencement of this Agreement. Should the In Residence Company not be required to obtain Workers' Compensation coverage, the In Residence Company will obtain a special risks health insurance policy in lieu of Workers' Compensation. The In Residence Company releases MAC and its agents and servants from all costs associated with a personal injury resulting from the In Residence Company's negligence, or an act of God, arising out of the In Residence Company's use of the Premises.
- c. Volunteer Insurance. If the In Residence Company uses volunteer labor, the In Residence Company must carry Volunteer Insurance and name MAC as an additional named insured.
- d. MAC shall not be liable for any damage to property belong to the In Residence Company from whatever source, internal or external, nor shall MAC be liable for any loss of property from or on premises, however occurring unless directly caused by an employee of MAC. The In Residence Company agrees to hold MAC harmless against any and all claims for damage to persons or property arising out of use of premises covered by this Agreement. The In Residence Company shall be held liable for any loss, theft or damage to MAC equipment and/or facilities if the In Residence Company or the In Residence Company's personnel cause such occurrence.

## **ARTICLE XVII**

### **GENERAL**

- a. The In Residence Company may cancel this Agreement within thirty (30) days' notice prior to the opening of an event.
- b. The MAC will not be held liable for not fulfilling this Agreement or any portion thereof if prevented from doing so due to sickness, riots, strikes, epidemics, Acts of God or any other legitimate condition beyond the control of the MAC. If such acts or conditions occur the MAC shall not be liable for any damages or loss suffered by the In Residence Company.
- c. The MAC reserves the right to move the In Residence Company's subscriber event or rehearsal, but not performance, to alternative facilities on campus that would accommodate the In Residence Company's needs. The In Residence Company will be given advance warning that their subscriber event or rehearsal has been moved.
- d. The person signing this Agreement expressly warrants that he/she is authorized by the In Residence Company. The laws of the State of Illinois govern this Agreement. The MAC representative signing this Agreement warrants that he/she signs as an authorized representative of MAC.
- e. The In Residence Company is permitted to hire a student worker to assist with backstage or administrative duties – that is paid for out of the College fund allocated to the In Residence Company to assist with production or copies of scripts, audition appointments, managing of email list, subscriber and donor lists, scheduling of rehearsals in Astra Announcements for auditions, scanning in of scripts for review, selling scripts to actors, posters up around the College.
- f. The In Residence Company assumes full liability for the conduct of any patron, guest, or visitor who attends the In Residence Company's event.
- g. The In Residence Company is responsible for any special cleanup which may result from the event.
- h. The In Residence Company may use only the spaces and/or facilities assigned to it.
- i. The In Residence Company agrees that all materials (music, literature, poetry, lecture, comedy, etc.) used in presentation or performance at the MAC is either original work or works for which the In Residence Company has received written permission from author or his authorized agent to present or perform.
- j. The MAC reserves the right to distribute promotional materials concerning its own programs or any general college programs at any event held in the MAC.

- k. College of DuPage is a smoke free environment. Smoking is not allowed on the College of DuPage campus and is subjected to fines issued by the College of DuPage Police.

For the McAninch Arts Center:

For the Buffalo Theatre Ensemble:

\_\_\_\_\_  
Signed                      VP of Administration

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

College of DuPage – Arts Center  
425 Fawell Boulevard  
Glen Ellyn, Illinois 60137  
T: (630) 942-2913  
F: (630) 790-9806  
904522.v7

\_\_\_\_\_  
Date

Buffalo Theatre Ensemble

**COLLEGE OF DUPAGE  
MCANINCH ARTS CENTER  
IN RESIDENCE RENTAL AND WORKING AGREEMENT**

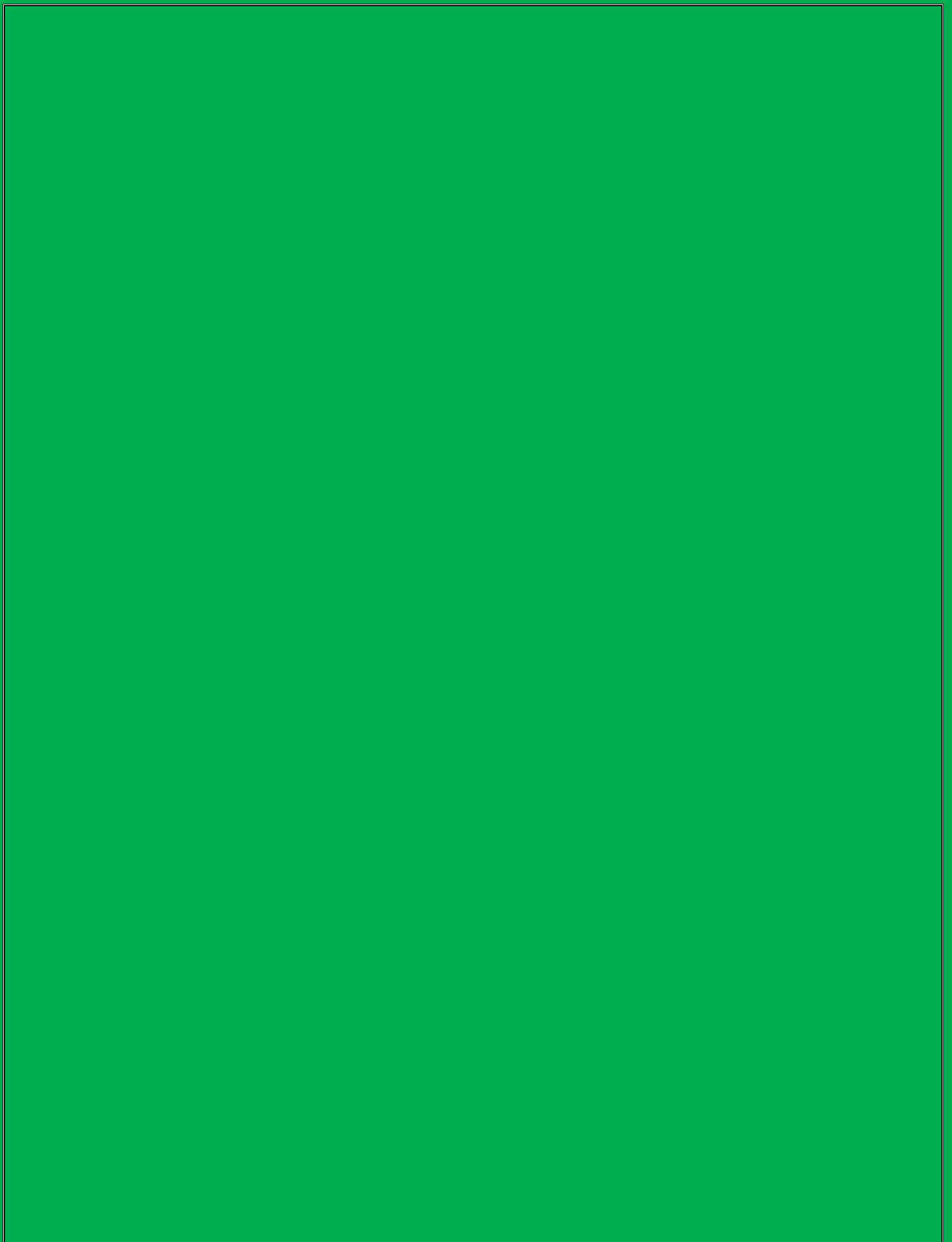
**OPERATING COSTS ADDENDUM**

Rehearsal space for two (2) weeks of rehearsals and tech rehearsals (sixty (60) performances value of \$30,000.00) In-kind

Estimated authorized expenses the College of DuPage will pay to the MAC in support of In Residence Company expenses for the 2016-2017 season

Marketing expenses	\$51,450.00
Programs, printing, posters, mailing and mail house	\$13,000.00
House manager	\$ 3,600.00
Concession staff	\$ 1,800.00
Box office staff	\$ 2,250.00
Production manager	\$ 2,550.00
Custodial services	\$ 7,500.00
Run crew	\$ 5,000.00
General operating/overhead*	\$15,000.00
Accounting	\$ 2,922.00
Supplies	\$25,000.00
<b>Total:</b>	<b>\$130,072.00</b>

\*General operating/overhead costs: \$250 per performance for 60 performances includes use of and maintenance of equipment including but not limited to, sound board, light board, lighting fixtures, lighting gels, bulbs, batteries, microphones, speakers, coordination of marketing services and MAC management coordination.





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

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1. **SUBJECT**

Approval of reimbursement requests for Trustees Wozniak and McGuire.

2. **REASON FOR CONSIDERATION**

Pursuant to Board Policy No. 5-200, "Trustees are to be reimbursed upon application for travel, sustenance, lodging, and other direct reasonable expenses incurred in conducting the Board's business, and in attending professional conferences in accordance with Policy 5-195."

3. **BACKGROUND INFORMATION**

Trustees Wozniak and McGuire have submitted expense reimbursement requests, copies of which are submitted with the present resolution. Those requests have been reviewed with some expenses permitted and some disallowed. The Board is only being asked to approve the permitted expenses.

4. **RECOMMENDATION**

That the Board of Trustees authorizes the reimbursement to Trustee Wozniak in the following amount for the expense reports submitted: \$180.89

That the Board of Trustees authorizes the reimbursement to Trustee McGuire in the following amount for the expense reports submitted: \$155.47

Full name of event (no initials): Dianne McGuire

Location (City/State): \_\_\_\_\_

If applicable, attach a listing of all Guests to include their name, title, company name as well as the meeting agenda.

**IMPORTANT:** Attach original paid receipts for individual expenses \$15 or greater. The approved Pre-Travel Form is required for any business-related travel; Blue Copy of the Pre-Travel must be attached in those instances. Refer to instructions on reverse side. Attach additional forms if necessary.

<b>AUTOMOBILE</b> As of January 1, 2015 the rate for use of a personal vehicle is 57.5¢/mile.	<b>ROOM &amp; TAX</b> (Adjusted to single room rate). Itemize charges by day.	<b>MEALS/INCIDENTALS</b> For more information on meals and incidental expenses, see instructions. Meals/Incidentals must be itemized by day.	<b>OTHER EXPENSES:</b> Includes, but are not limited to, tolls, phone calls, taxi/train/bus fare, registration fees, approved car rental, airfare, etc. Meals/food are not considered "other expense" and are to be itemized under Meals/Incidentals section. Attach original paid receipts for individual expenses totaling \$15.00 or greater.
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DATE	DESCRIPTION/BUSINESS PURPOSE	DAILY MILEAGE	RATE	AMOUNT	LODGING	B'FAST	LUNCH	DINNER	EXPLANATION	AMOUNT	TOTAL
10/8	COB Bd.	25.14	\$.575	14.45							14.45
10/20	COB Bd	25.14		14.45							14.45
10/22	COB Bd	25.14		14.45							14.45
11/5	COB Bd	25.14		14.45							14.45
11/19	COB Bd	25.14		14.45							14.45
12/3	COB Holiday Recp.	25.14		14.45							14.45
12/15	COB Review Legal File	25.14		14.45							14.45
11/7/16	COB Bd. Mtg.	25.14	.54	13.58		DID NOT ATTEND			THIS MEETING		13.58
<b>TOTAL</b>				114.73							114.73

<u>Dianne McGuire</u> Name (please print)	<u>Dianne McGuire</u> Signature	<u>1-7-16</u> Date	Total Expense Authorized by Department	114.73
<u>Board of Trustees</u> Department Name	<u>Budget Officer Approval</u> Date		Less Pre-Travel Advance Issued by the College	—
<u>1219204</u> Employee Colleague ID Number	<u>2203</u> Telephone Extension	<u>Budget Officer Approval</u> Date	Amount Due Employee	114.73
			Amount Due College (Payment is to accompany expense report; if paying by check, Payee is College of DuPage).	

ACCOUNT NUMBERS FOR REIMBURSABLE EXPENSE					FOR OFFICE USE ONLY:	
FUND	FUNCTION	DEPARTMENT	OBJECT CODE	AMOUNT	Audited By:	
01	90	00813	5502002	\$ 114.73 101.15	<u>Ann Minter</u>	5/20/16
				\$	Audited By:	
				\$	Extensions/Footings Checked:	
				\$	Comments:	
				\$		

101.15

101.15

11

Full name of event (no initials): <div style="font-size: 1.2em; font-family: cursive;">Dianne McGuire</div> Location (City/State): _____ If applicable, attach a listing of all Guests to include their name, title, company name as well as the meeting agenda.	<b>IMPORTANT:</b> Attach original paid receipts for individual expenses \$15 or greater. The approved Pre-Travel Form is required for any business-related travel; Blue Copy of the Pre-Travel must be attached in those instances. <b>Refer to instructions on reverse side.</b> Attach additional forms if necessary.			
<b>AUTOMOBILE</b> As of January 1, 2015 the rate for use of a personal vehicle is 57.5¢/mile.	<b>ROOM &amp; TAX</b> (Adjusted to single room rate). Itemize charges by day.	<b>MEALS/INCIDENTALS</b> For more information on meals and incidental expenses, see instructions. Meals/Incidentals must be itemized by day.	<b>OTHER EXPENSES:</b> Includes, but are not limited to, tolls, phone calls, taxi/train/bus fare, registration fees, approved car rental, airfare, etc. Meals/food are not considered "other expense" and are to be itemized under Meals/Incidentals section. Attach original paid receipts for individual expenses totaling \$15.00 or greater.	

DATE	DESCRIPTION/BUSINESS PURPOSE	DAILY MILEAGE	RATE	AMOUNT	LODGING	B'FAST	LUNCH	DINNER	EXPLANATION	AMOUNT	TOTAL
2/18	COD Bd.	25.14	\$.575	13.58							13.58
3/13	COD Bd.	25.14	.54	13.58							13.58
3/17	COD Credit Com.	25.14		13.58							13.58
3/25	SLEA Grad.	25.14		13.58							13.58
<b>TOTAL</b>				54.32							54.32

Name (please print) <div style="font-size: 1.2em; font-family: cursive;">Dianne McGuire</div> Department Name <div style="font-size: 1.2em; font-family: cursive;">Board of Trustees</div> Employee Colleague ID Number <div style="font-size: 1.2em; font-family: cursive;">1219244</div>	Signature <div style="font-size: 1.2em; font-family: cursive;">Dianne McGuire</div> Budget Officer Approval  Telephone Extension <div style="font-size: 1.2em; font-family: cursive;">2203</div> Budget Officer Approval 	Date  Date  Date 	Total Expense Authorized by Department <div style="font-size: 1.2em; font-family: cursive;">54.32</div> Less Pre-Travel Advance Issued by the College <div style="font-size: 1.2em; font-family: cursive;">—</div> Amount Due Employee <div style="font-size: 1.2em; font-family: cursive;">54.32</div> Amount Due College (Payment is to accompany expense report; if paying by check, Payee is College of DuPage).
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ACCOUNT NUMBERS FOR REIMBURSABLE EXPENSE					FOR OFFICE USE ONLY:	
FUND	FUNCTION	DEPARTMENT	OBJECT CODE	AMOUNT	Audited By:	
01	90	00813	5502002	\$ 54.32	<div style="font-size: 1.2em; font-family: cursive;">Janice Minter</div>	5/20/16
				\$	Audited By:	
				\$	Extensions/Footings Checked:	
				\$	Comments:	
				\$		

Receipts Attached

REIMBURSABLE EXPENSE FORM

Full name of event (no initials): Trustee  
Joseph C. Wozniak  
A.C.C.T. Congress 2015

**IMPORTANT:** Attach original paid receipts for individual expenses \$15 or greater. The approved Pre-Travel Form is required for any business-related travel; Blue Copy of the Pre-Travel must be attached in those instances.  
**Refer to instructions on reverse side.** Attach additional forms if necessary.

Location (City/State): SAN Diego, CA.  
\* OCT. 2015 EXPENSE ACCT.  
 If applicable, attach a listing of all Guests to include their name, title, company name as well as the meeting agenda.

**AUTOMOBILE**  
 As of January 1, 2015 the rate for use of a personal vehicle is 57.5¢/mile.

**ROOM & TAX**  
 (Adjusted to single room rate). Itemize charges by day.

**MEALS/INCIDENTALS**  
 For more information on meals and incidental expenses, see instructions. Meals/incidentals must be itemized by day.

**OTHER EXPENSES:** Includes, but are not limited to, tolls, phone calls, taxi/train/bus fare, registration fees, approved car rental, airfare, etc. Meals/food are not considered "other expense" and are to be itemized under Meals/Incidentals section. Attach original paid receipts for individual expenses totaling \$15.00 or greater.

DATE	DESCRIPTION/BUSINESS PURPOSE	DAILY MILEAGE	RATE	AMOUNT	LODGING	B'FAST	LUNCH	DINNER	EXPLANATION	AMOUNT	TOTAL
10-12-15	A.C.C.T. Congress 2015		\$ .575			PLANE 10.00	13.05	13.18	BAGGAGE 25.00 CAB TO HOTEL 48.10	73.10	109.33
10-13-15							3.00 5.00	21.17			24.17
10-14-15						31.11	13.00	21.74			65.82
10-15-15							50 DA 3.00	34.05			37.05
10-16-15									MAID TIP 15.00 CAB TO AIRPORT 13.60 BAGGAGE 25.00	15.00	15.00
10-17-15							13.00	11.00		38.60	62.60
10-2-15	EOB - HOMELAND II (RT. SPEN HOUSE)	20	.575	11.50							11.50
10-7-15	EOB - SCHOLARSHIP PROGRAM/RECEPT.	20	"	11.50							11.50
10-19-15	EOB - ATTY OFFICE RE HEARING	20	"	12.07							12.07
10-22-15	EOB BOARD MEET	20	"	11.50							11.50
	<b>TOTAL</b>	<b>81</b>		<b>46.57</b>		<b>41.11</b>	<b>45.05</b>	<b>101.11</b>		<b>126.70</b>	<b>360.54</b>

Name (please print): Joseph C. Wozniak  
 Signature: [Signature] Date: 11-16-15

Department Name: TRUSTEE - BOARD OF TRUSTEES  
 Budget Officer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Colleague ID Number: X2953 Telephone Extension: \_\_\_\_\_  
 Budget Officer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Total Expense Authorized by Department: 360.54  
 Less Pre-Travel Advance Issued by the College: - 250.00  
 Amount Due Employee: 110.54  
 Amount Due College (Payment is to accompany expense report, if paying by check, Payee is College of DuPage): 0

**ACCOUNT NUMBERS FOR REIMBURSABLE EXPENSE**

FUND	FUNCTION	DEPARTMENT	OBJECT CODE	AMOUNT
61	90	00813	5503001	\$ 59.29
				\$
				\$
				\$
				\$

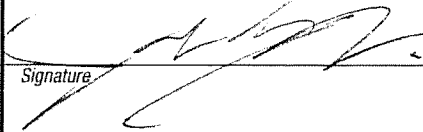
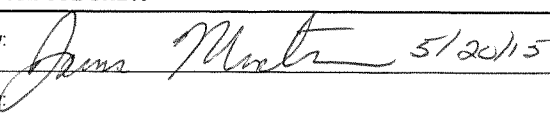
**FOR OFFICE USE ONLY:**

Audited By: [Signature] 12/10/15 SEE ATTACHED COMMENTS

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

Extensions/Footings Checked: \_\_\_\_\_

Comments: \_\_\_\_\_

Full name of event (no initials): <u>TRUSTEE</u> <u>Joseph C. WOZNIAK</u> <u>NOV. + DEC. 2015 EXP. ACCT.</u> Location (City/State): <u>College of DuPage</u> <u>GENEVELYN, IL</u> If applicable, attach a listing of all Guests to include their name, title, company name as well as the meeting agenda. <u>2015</u>			<b>IMPORTANT:</b> Attach original paid receipts for individual expenses \$15 or greater. The approved Pre-Travel Form is required for any business-related travel; Blue Copy of the Pre-Travel must be attached in those instances. <b>Refer to instructions on reverse side.</b> Attach additional forms if necessary.								
<b>AUTOMOBILE</b> As of January 1, 2015 the rate for use of a personal vehicle is 57.5¢/mile.			<b>ROOM &amp; TAX</b> (Adjusted to single room rate). Itemize charges by day.		<b>MEALS/INCIDENTALS</b> For more information on meals and incidental expenses, see instructions. Meals/Incidentals must be itemized by day.			<b>OTHER EXPENSES:</b> Includes, but are not limited to, tolls, phone calls, taxi/train/bus fare, registration fees, approved car rental, airfare, etc. Meals/food are not considered "other expense" and are to be itemized under Meals/Incidentals section. Attach original paid receipts for individual expenses totaling \$15.00 or greater.			
DATE	DESCRIPTION/BUSINESS PURPOSE	DAILY MILEAGE	RATE	AMOUNT	LODGING	B'FAST	LUNCH	DINNER	EXPLANATION	AMOUNT	TOTAL
11-5-15	COD-BOARD Meet.	20	\$ .575	11.50							11.50
11-12-15	COD FOUNDATION ALUMNI AWARDS	20	"	11.50							11.50
11-19-15	COD-BOARD Meet.	20	"	11.50							11.50
12-2-15	COD-Pres. Search	20	"	11.50							11.50
12-17-15	COD BOARD Meet.	20	"	11.50					DID NOT ATTEND		11.50
<b>TOTAL</b>		100	-	57.50							57.50
Name (please print): <u>Joseph C. WOZNIAK</u> Department Name: <u>TRUSTEE - BOARD OF TRUSTEES</u> Employee Colleague ID Number: <u>0197261</u> Telephone Extension: <u>X2953</u>			Signature:  Budget Officer Approval: _____ Date: <u>5-9-15</u>			Total Expense Authorized by Department: <u>57.50</u> Less Pre-Travel Advance Issued by the College: <u>-</u> Amount Due Employee: <u>57.50</u> Amount Due College (Payment is to accompany expense report; if paying by check, Payee is College of DuPage): _____					
ACCOUNT NUMBERS FOR REIMBURSABLE EXPENSE					FOR OFFICE USE ONLY:						
FUND	FUNCTION	DEPARTMENT	OBJECT CODE	AMOUNT	Audited By:  5/20/15 Audited By: _____ Extensions/Footings Checked: _____ Comments: _____						
01	90	00813	SS02002	\$ 57.50 46.00							
				\$							
				\$							
				\$							

Full name of event (no initials): Trustee  
Joseph C. WOZNIAK  
Feb-March-April 2016 EXP ACCT.

**IMPORTANT:** Attach original paid receipts for individual expenses \$15 or greater. The approved Pre-Travel Form is required for any business-related travel; Blue Copy of the Pre-Travel must be attached in those instances.  
**Refer to instructions on reverse side.** Attach additional forms if necessary.

Location (City/State): College of DuPage  
GLEN ELLYN, IL  
 If applicable, attach a listing of all Guests to include their name, title, company name as well as the meeting agenda.

**AUTOMOBILE**  
 As of January 1, 2013 the rate for use of a personal vehicle is 56.5¢/mile.  
0.54

**ROOM & TAX**  
 (Adjusted to single room rate). Itemize charges by day.

**MEALS/INCIDENTALS**  
 For more information on meals and incidental expenses, see instructions. Meals/Incidentals must be itemized by day.

**OTHER EXPENSES:** Includes, but are not limited to, tolls, phone calls, taxi/train/bus fare, registration fees, approved car rental, airfare, etc. Meals/food are not considered "other expense" and are to be itemized under Meals/Incidentals section. Attach original paid receipts for individual expenses totaling \$15.00 or greater.

DATE	DESCRIPTION/BUSINESS PURPOSE	DAILY MILEAGE	RATE	AMOUNT	LODGING	B'FAST	LUNCH	DINNER	EXPLANATION	AMOUNT	TOTAL
2-18-16	COD-Board Meet.	20	\$-56.5	11.50	10.80						11.50
2-25-16	COD-BOARD Meet.	20	0.54	11.50	10.80						11.50
3-3-16	COD-BOARD Meet	20	"	11.50	10.80						11.50
3-25-16	COD-SLEA (PLICE) GRAD	20	"	11.50	10.80						11.50
4-7-16	COD-BOARD Meet	20	"	11.50	10.80						11.50
4-20-16	COD-Pres. Meet. CANDIDATE DR. SAM	20	"	11.50	10.80						11.50
4-21-16	COD Bd Meet (Reorganize)	20	"	11.50	10.80						11.50
<b>TOTAL</b>		140	-	80.50	75.60						80.50

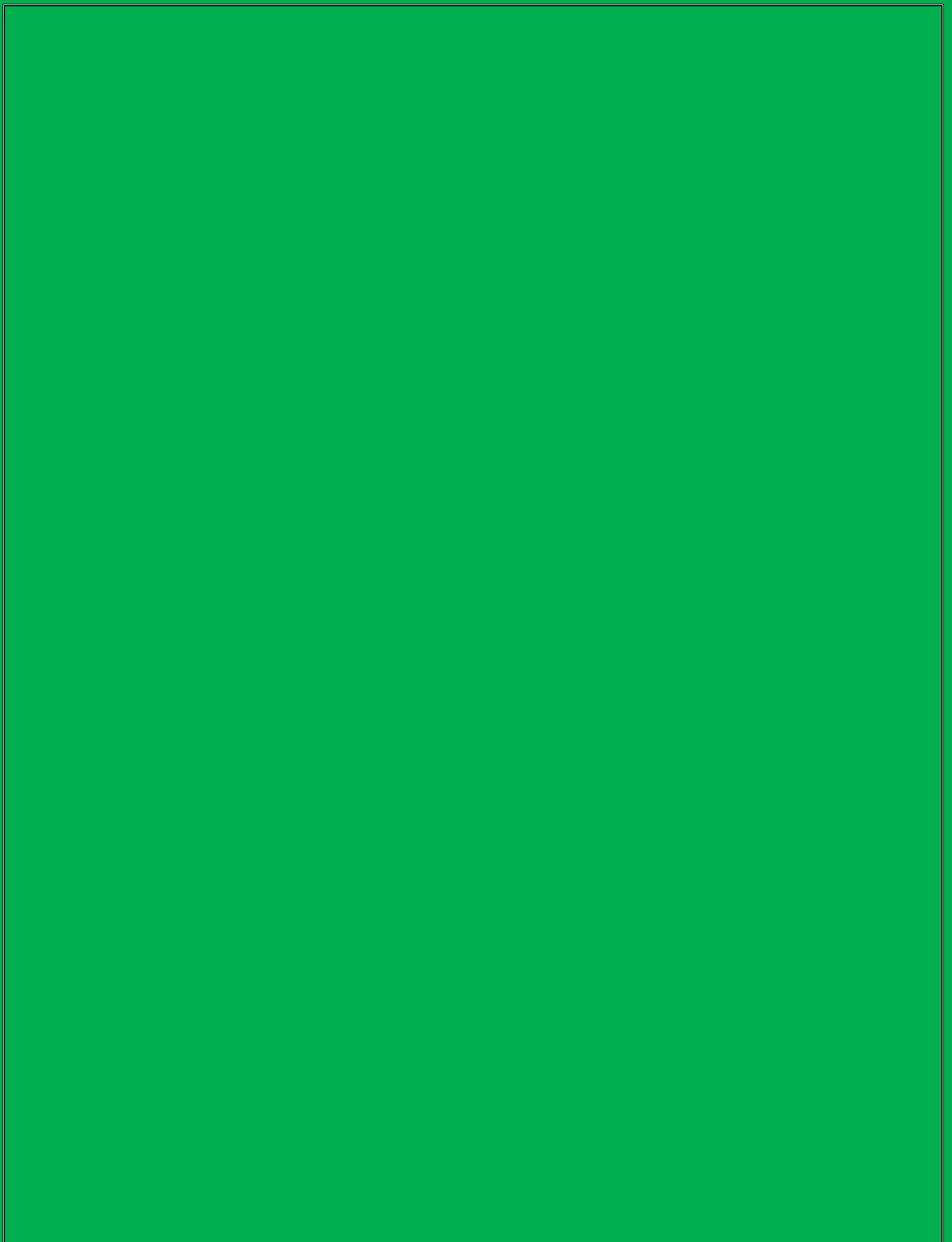
Joseph C. WOZNIAK Name (please print)	 Signature	5-10-16 Date	Total Expense Authorized by Department	80.50
Trustee - BOARD OF TRUSTEES Department Name			Less Pre-Travel Advance Issued by the College	0
0497201 Employee Colleague ID Number	X 2953 Telephone Extension		Amount Due Employee	80.50
			Amount Due College (Payment is to accompany expense report; if paying by check, Payee is College of DuPage).	

**ACCOUNT NUMBERS FOR REIMBURSABLE EXPENSE**

FUND	FUNCTION	DEPARTMENT	OBJECT CODE	AMOUNT
01	90	00813	6502002	\$ 75.60
				\$
				\$
				\$
				\$

**FOR OFFICE USE ONLY:**

Audited By:   
 Audited (By):  
 Extensions/Footings Checked:  
 Comments:



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Approval of settlement agreement in the matter of *Schaeffges Bros. Inc. v. College of DuPage*

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

On July 1, 2015, Schaeffges Bros. Inc. filed a lawsuit against the Board pertaining to the work performed by Schaeffges Bros. Inc. on the construction of the College tennis courts. Schaeffges Bros. Inc. has proposed a settlement agreement to resolve its lawsuit against the Board. Under the proposed settlement agreement, the College will agree to pay \$125,000 to Schaeffges Bros. Inc. in exchange for dismissal and a full release of its claims.

4. **RECOMMENDATION**

That the Board of Trustees approves the proposed settlement agreement between Schaeffges Bros. Inc. and The College of DuPage Board of Trustees to resolve *Schaeffges Bros. Inc. v. College of DuPage*.



## **RELEASE and SETTLEMENT AGREEMENT**

KNOW ALL MEN BY THESE PRESENT, that SCHAEFGES BROTHERS, INC. (hereinafter "Schaeleges"), for and in consideration of the payment of ONE HUNDRED TWENTY-FIVE THOUSAND (\$125,000.00) DOLLARS to me in hand paid by COLLEGE OF DUPAGE (hereinafter "COD"), the receipt of which is hereby acknowledged, and for the promises and covenants contained herein, and other good and valuable consideration, the undersigned being of lawful age, for myself, my heirs, administrators, executors, successors and assigns hereby remise, release, acquit, and forever discharge COD its heirs, executors, administrators, successors, and assigns and any and all other persons, partnerships, associations, and/or corporations, whether herein named or referred to or not, of and from any and every claim, demand, right, or cause of action of whatever kind and nature, either in law or equity, that Schaeleges could assert against COD as alleged in Schaeleges Brothers, Inc. v. College of DuPage, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois. Further as provided in the Court order of May 26, 2016, Schaeleges Complaint against COD is dismissed with prejudice.

It is further declared by the undersigned for COD, the undersigned being of lawful age, for myself, my heirs, administrators, executors, successors and assigns hereby remise, release, acquit, and forever discharge Schaeleges its heirs, executors, administrators, successors, and assigns and any and all other persons, partnerships, associations, and/or corporations, whether herein named or referred to or not, of and from any and every claim, demand, right, or cause of action of whatever kind and nature, either in law or equity, that COD could assert against Schaeleges as alleged in its Counterclaim in the litigation captioned: Schaeleges Brothers, Inc. v. College of DuPage, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois. Further, as provided in the Court order of May 26, 2016, COD's Counterclaim against Schaeleges is dismissed with prejudice.

The undersigned declares and agrees that this Release of Claims is intended to cover and does cover all known claims relating to the payment of the sum aforesaid as stated in this Release which arises from claims asserted against COD as alleged in Schaeleges Brothers, Inc. v. College of DuPage, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois.

It is further acknowledged that COD shall request payment be made to Schaeleges within seven (7) days of approval of the aforesaid settlement by the College of DuPage Board. It is further acknowledged Schaeleges shall pay any sums owed to sub-contractors who worked on the project as more fully alleged in Schaeleges Brothers, Inc. v. College of DuPage, Case No. 15 L 630 pending in the Circuit Court of DuPage County, Illinois. Schaeleges agrees to provide Final Waivers of Lien from Schaeleges plus all sub-contractors who were party to the contract for construction, upon receipt of payment from COD.

It is further acknowledged there is no agreement or promise on the part of Schaeffges or COD to do or omit to do any act or thing not herein mentioned and that the above consideration is limited to settlement of the claims asserted by Schaeffges against COD. It is further agreed that the terms of this Release of Claims are contractual and not a mere recital.

The undersigned signing this Release of Claims warrants to all others that he has full authority to execute this Release of Claims and that in so doing, Schaeffges and COD are bound by the terms hereof.

This release is the result of a compromise of a disputed claim and shall never at any time for any purpose be considered as an admission of liability or responsibility of the parties hereby released, who continue to deny such liability and to disclaim such responsibility.

**YOU ARE MAKING A SETTLEMENT AS TO CERTAIN CLAIMS AS IDENTIFIED IN THIS RELEASE. READ CAREFULLY BEFORE SIGNING.**

IN WITNESS WHEREOF, I have hereunto set my hand and Seal this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

SCHAEFFGES BROS., INC.

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

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

STATE OF ILLINOIS  
COUNTY OF COOK

SS

On this \_\_\_ day of \_\_\_\_\_, 2016, before me personally appeared the above named individual to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.

NOTARY PUBLIC \_\_\_\_\_

COLLEGE OF DUPAGE

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

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

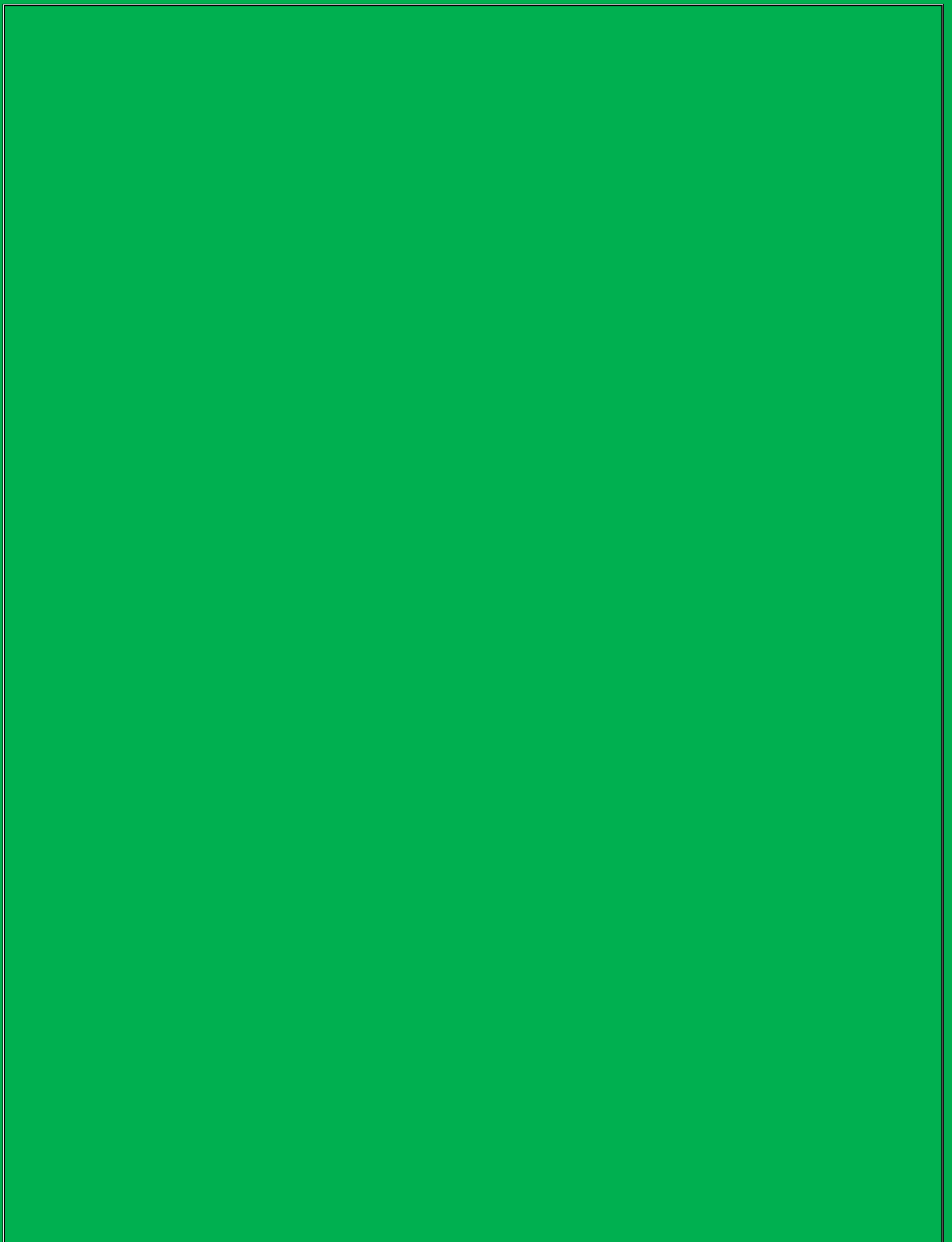
STATE OF ILLINOIS

COUNTY OF COOK

SS

On this \_\_\_ day of \_\_\_\_\_, 2016, before me personally appeared the above named individual to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.

NOTARY PUBLIC \_\_\_\_\_



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

**BOARD APPROVAL**

---

1. **SUBJECT**

Approval of Trustee Expenses for Attendance at the ACCT Annual Leadership Conference and Trustee Nomination to ACCT Board Committee

2. **REASON FOR CONSIDERATION**

Board Policy No. 5-195 governs “Trustee Education and Attendance at Conferences” and encourages Board members “to educate themselves on issues that will benefit the College.” Board Policy No. 5-195 requires a trustee to obtain advance approval by the Board Chairman to attend a professional conference. Furthermore, self-education activities exceeding \$335.00 in any fiscal year require advance approval by the Board during a public meeting.

3. **BACKGROUND INFORMATION**

The Annual Leadership Conference of the Association of Community College Trustees (“ACCT”) is being held in New Orleans, Louisiana on October 5-8, 2016. The Board Secretary has expressed interest in attending, as well as serving on an ACCT Committee. Secretary Napolitano has offered to pay for his own airfare and hotel expenses, and is requesting that the Board approve the expense of the ACCT conference, luncheon and award gala. The total cost for such expenses is \$940 if registration is completed before August 1, 2016.

The ACCT is a non-profit educational organization of governing boards, which represents more than 6,500 elected and appointed trustees that govern over 1,200 community, technical, and junior colleges in the United States and beyond. These community professionals, business officials, public policy leaders, and leading citizens offer their time and talent to serve on the governing boards of the most innovative higher education institutions, making decisions that affect more than 11 million students annually.

The ACCT Conference provides education in key areas, such as:

- The New Reality of Commuter Campuses: Security and preparing for disasters;
- Expanding the Mission: The baccalaureate degree, partnerships with K-12, corporate colleges, reverse transfer, and other innovative models;
- Entrepreneurial and Strategic Alliances with Business and Industry: Meeting the evolving new workforce needs or urban, rural, and all communities, emerging industries, and new realities;

- New Pathways to Student Success: Learning analytics, data-informed solutions to foster equity, access, and competency-based education and student success and completion;
- The New Financial Model: New strategies for leveraging resources and funding;
- Combating Poverty and Promoting Citizenship: Innovative alliances to serve at-risk students and underserved populations; and
- Strengthening Governance: Effective practices from policy to fiduciary responsibilities.

4. **RECOMMENDATION**

That the Board of Trustees approves the reimbursement for Board Secretary, Frank Napolitano, in an amount not to exceed \$940, to attend the ACCT Annual Leadership Conference in New Orleans, LA, and approves the letter of nomination of Secretary Napolitano to an ACCT Board Committee attached hereto.

June 23, 2016

Association of Community College Trustees  
1101 17th Street NW, Suite 300  
Washington, DC, 20036

To Whom It May Concern:

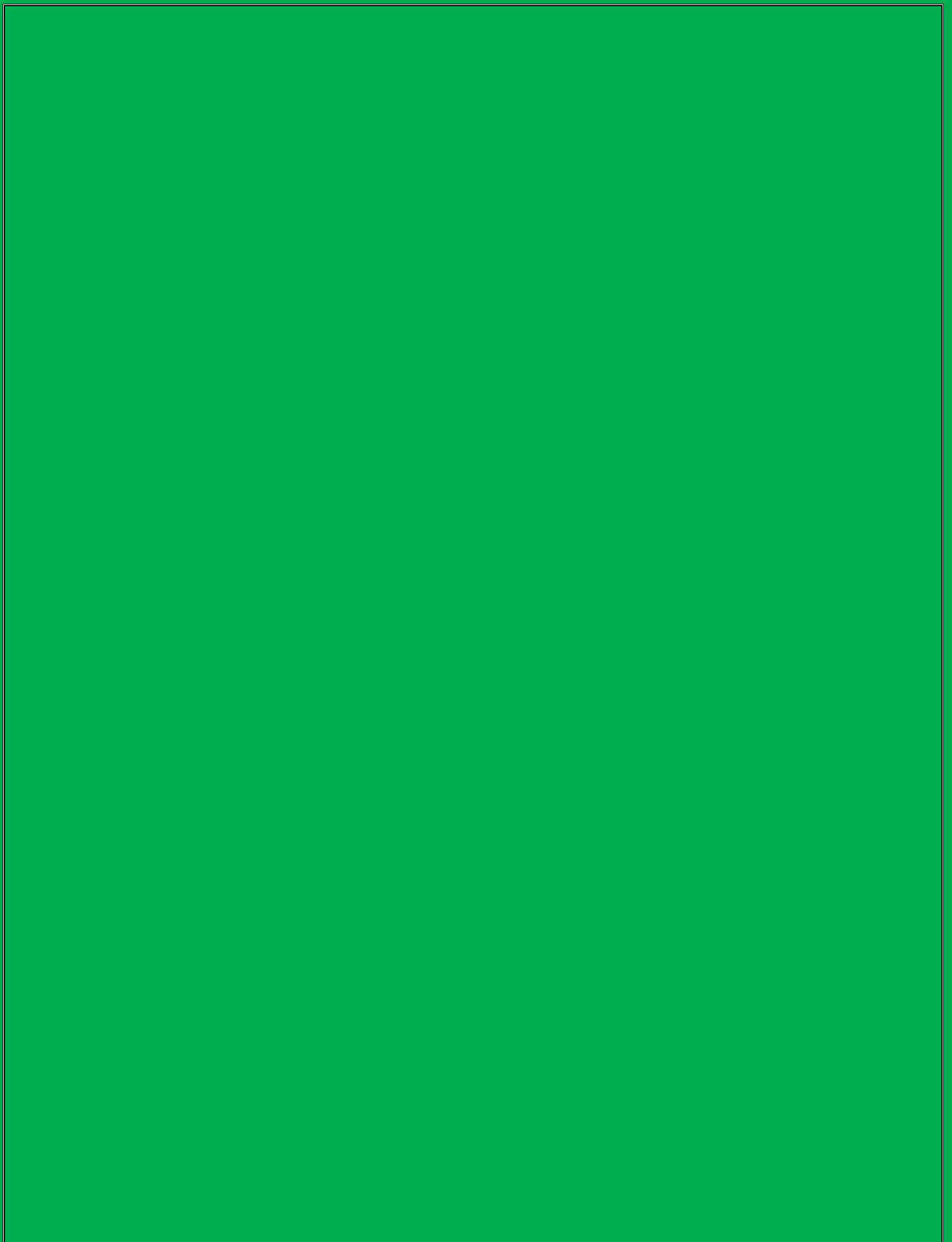
The Community College District 502, College of DuPage, Board of Trustees is pleased to nominate our Board Trustee and Board Secretary, Frank Napolitano, for a committee position with the Association of Community College Trustees. We further support Board Secretary Frank Napolitano's attendance at the Association of Community College Trustees Leadership Conference to be held in New Orleans, Louisiana October 5-8, 2016.

We would be honored to have our Board Member and Board Secretary, Frank Napolitano, serve on one of the ACCT committees. Secretary Napolitano has extensive experience that would benefit any of the committees, and his experience is particularly well-suited to the Public Policy, Finance & Audit, and Governance and Bylaws committees.

Please accept this as our recommendation and nomination for Board Member, Frank Napolitano to serve on an Association of Community College Trustees Committee.

Sincerely,

The Board of Trustees of  
Community College District 502,  
College of DuPage





**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

Consortium purchase of rotary mower for Grounds Department.

2. **REASON FOR CONSIDERATION**

A single contract exceeding \$25,000.00 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Grounds Department is replacing two older pieces of equipment used for cutting grass, mulching leaves and removing snow. The two existing pieces of equipment are over 11 years old and are costing more to maintain than the trade-in value. Some parts are no longer available due to design changes on the new models. This rotary mower can be used during all seasons when used with the snow broom attachment.

Funds for this purchase are being provided by Capital Purchase FY'16 budget 02-90-00713-5807001.

Board Policy 10-60 Section 2D states: The Board of Trustees delegates authority to the Purchasing Department to purchase from Governmental contracts and cooperative/consortium agreements that fully meet the requirements of Illinois law, in lieu of competitive bidding.

NJPA (National Joint Powers Alliance) cooperative contracts are applicable to all Illinois Community Colleges, and meet the competitive bidding requirements of Illinois law. Two (2) quotes for comparable pieces of equipment using the NJPA contract pricing were obtained:

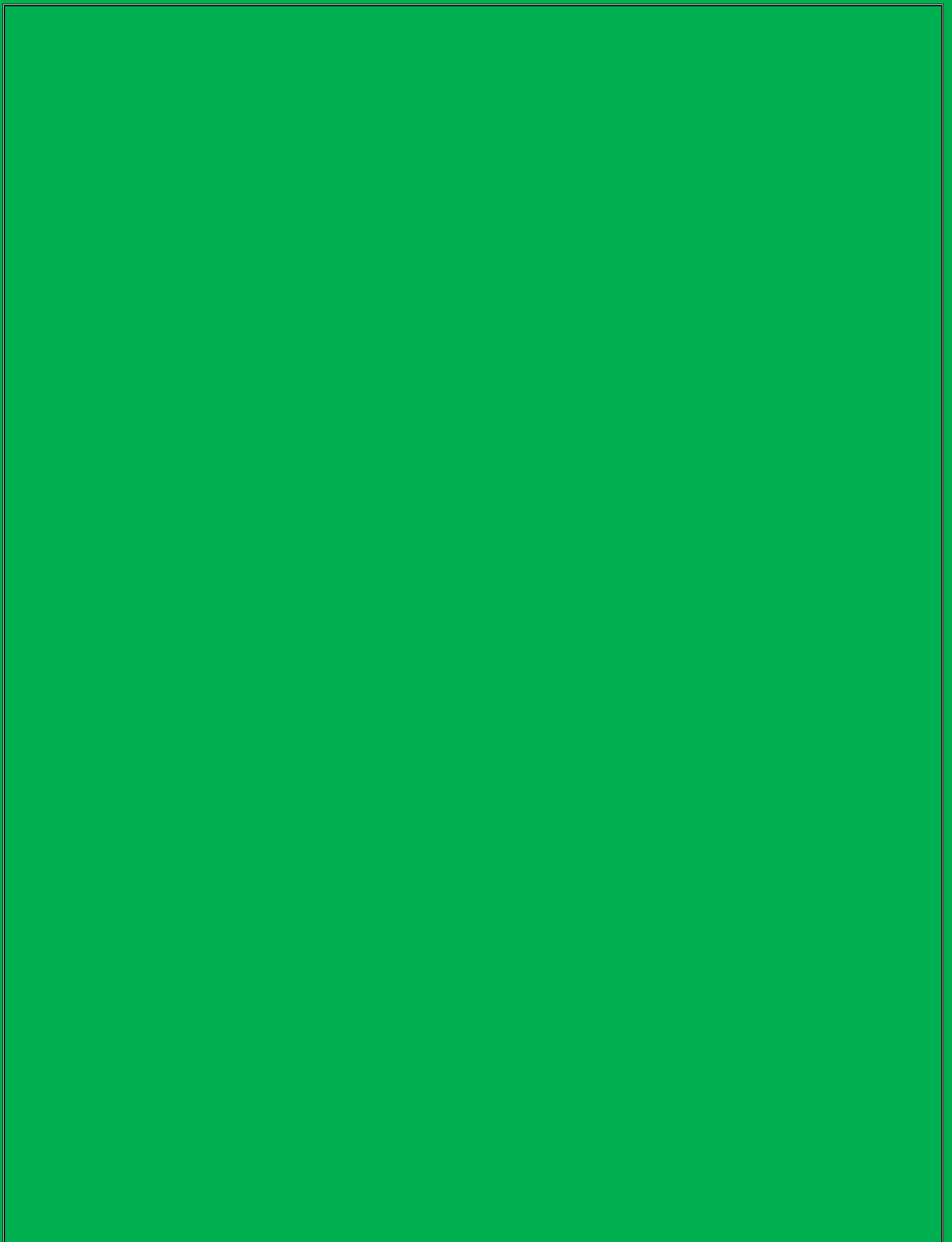
<b>Company</b>	<b>Comparable Equipment</b>	<b>Quote Amount</b>	<b>NJPA Contract</b>
Burriss Equipment	Jacobsen HR 700	\$74,036.00	Jacobsen Contract #070313-JCS
Reindeers	Toro 4010	\$82,835.00	Toro Contract #042815-TTC

The Grounds Department selected the lowest priced unit, the Jacobsen HR700. Included in the overall cost is an essential broom attachment. The trade-in credit value of \$7,000 for two existing John Deere 1145 models with mower and broom attachments will be applied towards the purchase of the new mower. This purchase complies with State Statues, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approve the cooperative purchase of the Jacobsen HR700 from Burris Equipment, 2001 Cherry Hill Road, Joliet, Illinois 60439 for the amount of \$67,036.00.

Staff Contact: Jim Ma, Director of Facilities Operations



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

**BOARD APPROVAL**

---

1. **SUBJECT**

Elimination of the position of Manager, Student Development.

2. **REASON FOR CONSIDERATION**

Board Action is required to ratify and approve certain personnel actions.

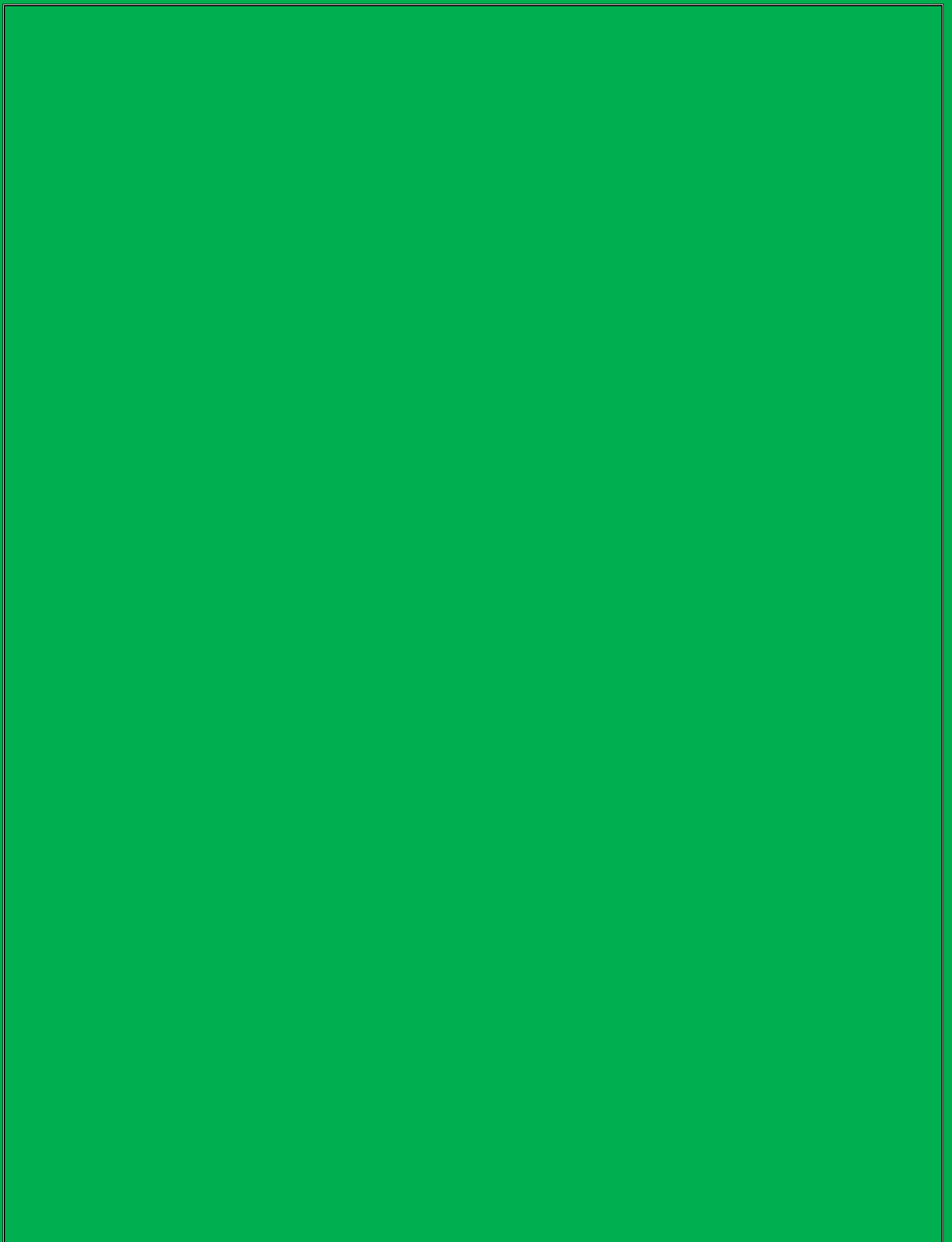
3. **BACKGROUND INFORMATION**

The Board was asked to review the elimination of the position of Manager, Student Development, resulting from an administrative restructuring of the College's Student Affairs Department.

4. **RECOMMENDATION**

That the Board of Trustees approves the elimination of the position of Manager, Student Development effective June 30, 2016.

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



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**  
Personnel Actions.
  
2. **REASON FOR CONSIDERATION**  
Board Action is required to ratify and approve personnel actions.
  
3. **BACKGROUND INFORMATION**
  - a) Ratification of Administrator Appointments
  - b) Ratification of Faculty Appointments
  - c) Ratification of Faculty Resignations / Terminations
  - d) Ratification of Managerial Terminations / Severance Agreements
  - e) Ratification of Faculty Retirements
  - f) Ratification of Classified Retirements
  
4. **RECOMMENDATION**  
That the Board of Trustees ratifies the Administrator Appointments, Faculty Appointments, Faculty Resignations / Terminations, Managerial Terminations / Severance Agreements, Faculty Retirements and Classified Retirements.

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

**APPOINTMENTS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>ADMINISTRATORS</u>					
Charles Boone	Interim Association Dean Fine & Applied Arts	Liberal Arts	05/30/2016	Interim Appointment Full Time	\$130,897
<u>FACULTY</u>					
Kacy Abeln	Instructor, Speech Communication	Liberal Arts	08/17/2016	New Hire Full Time	\$59,598
Mia Boyd	Instructor, Cosmetology	Business & Technology	08/17/2016	New Hire Full Time	\$59,598
Christopher Cannon	Instructor, Graphic Design	Liberal Arts	08/17/2016	New Hire Full Time	\$59,598
Brandon Wood	Instructor, Speech Communication	Liberal Arts	08/17/2016	New Hire Full Time	\$59,598

**RESIGNATIONS / TERMINATIONS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>FACULTY</u>					
Kent Huffman	Assistant Professor, Humanities	Liberal Arts	12/22/2016	Resignation	8 Yrs. 4 Mos.

**TERMINATIONS / SEVERANCE AGREEMENTS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>MANAGERIAL</u>					
Scott Heck	Manager, Student Development	Counseling and Advising	06/30/2016	Position Elimination with Severance	5 Yrs. 7 Mos.

**RETIREMENTS**

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>FACULTY</u>					
Helen C. Feng	Professor, History	Liberal Arts	12/22/2016	Retirement	32 Yrs. 4 Mos.
Larry F. Ward	Professor, Music	Liberal Arts	12/22/2016	Retirement	15 Yrs. 3 Mos.
<u>CLASSIFIED</u>					
Mark Delarco	Network Analyst IV	Information Technology	08/30/2016	Retirement	30 Yrs. 6 Mos.
Robert O'Brien	Computer Operator II	Information Technology	09/30/2016	Retirement	19 Yrs. 0 Mos.



June 24, 2016

Charles Boone

**Re: Notice of Re-Appointment: Interim Associate Dean – Fine and Applied Arts**

Dear Mr. Boone,

This will confirm that the Board of Trustees of Community College District #502 has agreed, at their June 23, 2016 meeting, to provide you with an Interim administrative appointment, commencing on May 30, 2016 and ending on December 22, 2016.

Your salary for the time period of May 30, 2016 through August 6, 2016 will be paid at your current rate of pay, which is \$130,897 (per nine month academic year). Beginning August 7, 2016 your rate of pay will adjust to \$132,874 (per nine month academic year.) Based on your agreement to continue in this administrative role during Summer 2016 in lieu of teaching 12 contact hours, the College will compensate you \$22,722. This is equivalent to the pay you would have received had you taught the (12 contact hour) classes. The College offers this non precedential arrangement in recognition of the current unique circumstances in your department.

As an Administrator you will also accrue vacation pay while in the Interim role. The rate of vacation accumulation is 6.15 hours per pay period which is equivalent to 20 days of vacation per year. At the conclusion of this assignment, any accrued and unused vacation will be paid out. You will also receive all eligible benefits for your position.

The conditions of this appointment are that you will faithfully discharge the duties prescribed by the Board and Administration including adhering to the policy and procedures of the College of DuPage.

If you have any questions concerning this appointment, please direct them to Linda Sands-Vankerk's attention.

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

By: \_\_\_\_\_  
Acting Interim President

If you accept this appointment, please return the original signed form to Jackie Campagnolo in Human Resources by June 30, 2016.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date*Equal Employment Opportunity/Affirmative Action Employer*

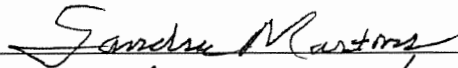
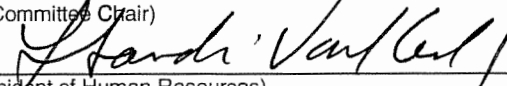
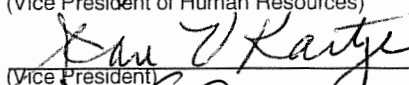
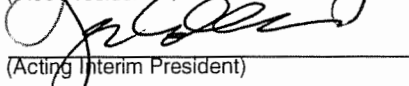
cc: Personnel File

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Kacy Abeln  
**POSITION:** Instructor, Speech Communication  
**PREPARATION:** MA Rhetorical Communication Studies,  
Northern Illinois University, 2012  
**MAJOR AREAS:** Rhetorical Communication Studies  
**EXPERIENCE:** Kishwaukee College  
Communication Instructor/ Director of Debate  
2012-Current  
North Central College  
Adjunct Instructor  
2011

**RECOMMENDED BY:**

  
\_\_\_\_\_  
(Search Committee Chair)  
  
\_\_\_\_\_  
(Vice President of Human Resources)  
  
\_\_\_\_\_  
(Vice President)  
  
\_\_\_\_\_  
(Acting Interim President)

**RANK AND SALARY:** Range A, Step 5: \$59,598  
**DATE OF HIRE:** August 17, 2016

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

**POSITION:** Instructor, Speech Communication

**DEPARTMENT:** Liberal Arts

**CANDIDATE:** Kacy Abeln

**SEARCH COMMITTEE:** Sandra Martins (Chair), Jude Geiger, Jennifer Kelley, Lauren Morgan,  
Sarah Poston, Casey Scott

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
Chronicle of Higher Education	2/2016
Inside Higher Ed	2/2016
Diverse Education	2/2016
National Communication Association	2/2016

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	52
Number of candidates who did not meet minimum requirements	6
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	9
Number of candidates interviewed	6
Number of diverse candidates interviewed	2

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Brandon Wood

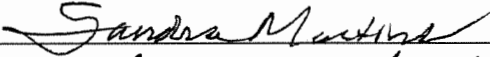
**POSITION:** Instructor, Speech Communication

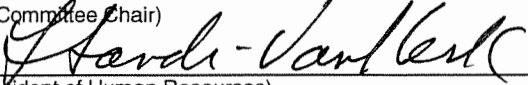
**PREPARATION:** MS Communication, Illinois State University, 2009

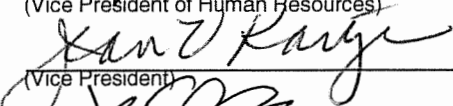
**MAJOR AREAS:** Communication

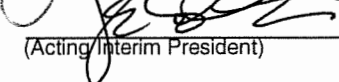
**EXPERIENCE:** Central Texas College  
Professor of Speech/Director of Forensics  
2008-Current  
Illinois State University  
Lecturer/Co-Director of Individual Events  
2006-2008

**RECOMMENDED BY:**

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

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

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

  
\_\_\_\_\_  
(Acting Interim President)

**RANK AND SALARY:** Range A, Step 5: \$59,598

**DATE OF HIRE:** August 17, 2016

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

**POSITION:** Instructor, Speech Communication

**DEPARTMENT:** Liberal Arts

**CANDIDATE:** Brandon Wood

**SEARCH COMMITTEE:** Sandra Martins (Chair), Jude Geiger, Jennifer Kelley, Lauren Morgan, Sarah Poston, Casey Scott

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
Chronicle of Higher Education	2/2016
Inside Higher Ed	2/2016
Diverse Education	2/2016
National Communication Association	2/2016

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	52
Number of candidates who did not meet minimum requirements	6
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	9
Number of candidates interviewed	6
Number of diverse candidates interviewed	2

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Mia Boyd

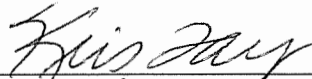
**POSITION:** Instructor, Cosmetology

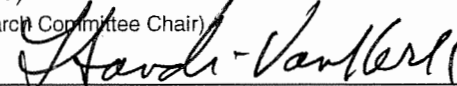
**PREPARATION:** BA Individualized Curriculum,  
Chicago State University, 2013

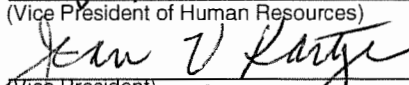
**MAJOR AREAS:** Business Management/Art

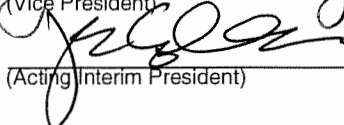
**EXPERIENCE:** College of DuPage  
Adjunct Faculty/Interim Full Time Faculty  
2014-Current  
Branded Image Consulting  
Owner  
2006-Current  
ULTA  
Salon Manager  
2005-2006

**RECOMMENDED BY:**

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

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

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

  
\_\_\_\_\_  
(Acting Interim President)

**RANK AND SALARY:** Range A, Step 5: \$59,598

**DATE OF HIRE:** August 17, 2016

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

**POSITION:** Instructor, Cosmetology

**DEPARTMENT:** Business and Technology

**CANDIDATE:** Mia Boyd

**SEARCH COMMITTEE:** Kristine Fay (Chair), Anna Gay, David Kramer, Casey Miller

**ADVERTISEMENTS:**

<b>SOURCE</b>	<b>DATE</b>
CareerBuilder	3/2016
Cosmetologists Chicago	3/2016
Chronicle of Higher Education	12/2015, 3/2016
Inside Higher Ed	12/2015, 3/2016
National Latino Cosmetology Association	3/2016

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	13
Number of candidates who did not meet minimum requirements	10
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	2
Number of candidates interviewed	3
Number of diverse candidates interviewed	2

**COLLEGE of DUPAGE**

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

**CANDIDATE:** Christopher Cannon

**POSITION:** Instructor, Graphic Design\*  
\*Two (2) semester temporary assignment

**PREPARATION:** MFA Printmaking, Northern Illinois University, 2006

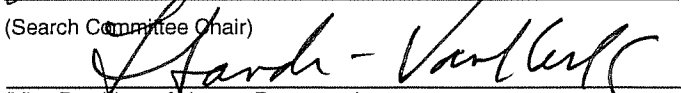
**MAJOR AREAS:** Fine Art/Printmaking

**EXPERIENCE:** College of DuPage  
Adjunct Faculty/Lecturer  
2010-Current  
Illinois Institute of Art - Chicago  
Adjunct Professpr  
2015-Current

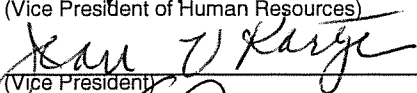
**RECOMMENDED BY:**



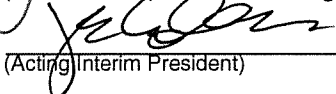
(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(Acting Interim President)

**RANK AND SALARY:** Range A, Step 5: \$59,598

**DATE OF HIRE:** August 17, 2016



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

**POSITION:** Instructor, Graphic Design (Interim 2 Semester Assignment)

**DEPARTMENT:** Liberal Arts

**CANDIDATE:** Christopher Cannon

**SEARCH COMMITTEE:** Charles Boone (Chair), Brian Blevins, John Callegari, John Rangel,  
David Rogers

**ADVERTISEMENTS:**

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

**DIVERSITY RECRUITMENT:**

<b>CANDIDATE POOL</b>	<b>STATS</b>
Number of candidates	8
Number of candidates who did not meet minimum requirements	1
Number of candidates who withdrew their application during selection process	0
Self-identified diverse candidates	0
Number of candidates interviewed	5
Number of diverse candidates interviewed	0



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. SUBJECT

Capital Development Board (CDB) project for Temporary Facilities Replacement, Illinois Community College Board (ICCB) Statement of Final Construction Compliance.

2. REASON FOR CONSIDERATION

Submittal of the Illinois Community College Board (ICCB), Statement of Final Construction Compliance, requires approval by the Board of Trustees.

3. BACKGROUND INFORMATION

Funds in the amount of \$25,000,000.00 have been appropriated via HB-0859, Article 116, Section 281. On August 20, 2009 the Board of Trustees approved a Temporary Facility Replacement Document (Capital Project Application Form) to be submitted to the ICCB. A release \$5,000,000.00 was approved by the State of Illinois on May 31, 2011 and was provided by the Capital Development Board for CDB Project 810-028-023. The scope of work included demolition of Temporary Buildings M, K, OCC, L, and the associated site restoration. On February 21, 2012, the Board of Trustees approved the selection of an Architect to be contracted directly by the CDB to execute the project.

Capital projects administered by the Capital Development Board require ICCB approval and a statement of Final Construction Compliance signed by the Board of Trustees. The ICCB project budget is \$6,666,600.00, consisting of 75% funding received via the Capital Development Board and 25% contributed by the College. The final project cost is \$4,498,531.44. The project savings were attributed to favorable bidding results, control of the project scope of work and coordination of site activities to avoid duplication of work among overlapping projects.

Per Mr. Edward Smith, ICCB Senior Director for Financial Compliance and Program Accountability, the ICCB final completion forms do not need to be certified by the Architect of Record since the Architects contract and the project were under the control of the Capital Development Board. He further directed that the attached CDB Fiscal Inquiry shall be submitted with the close-out documents. Attached are the required ICCB forms for the Capital Development Board, Temporary Facilities Replacement project.

4. RECOMMENDATION

That the Board of Trustees approves the Statement of Final Construction Compliance for the Capital Development Board project for Temporary Facilities Replacement, for submittal to the ICCB, per the attached forms. The project budget is \$4,498,531.44.

Staff Contact: Bruce Schmiedl, Director Facilities Planning and Development

**State and Locally Funded Projects**  
**Statement of Final Completion**

ICCB Project Title: Demolition of Temporary Buildings M, K, OCC and L.  
ICCB Project #C-0036-0511, CDB Project#810-028-023

Name and address of architect/engineer providing the Statement of Final Completion:

Not applicable (NA), per Mr. Edward Smith ICCB Senior Director for Financial Compliance and Program Accountability, since Architects contract and project are controlled by the Capital Development Board.

Final cost and scope of the project:

Approved Budget \$6,666,600.00      Actual Cost \$4,498,531.44

Approved Scope:

Actual Scope:

Classrooms	_____ NA _____	_____ NA _____
Laboratories	_____ NA _____	_____ NA _____
Offices	_____ NA _____	_____ NA _____
Study	_____ NA _____	_____ NA _____
Special Use	_____ NA _____	_____ NA _____
Support	_____ NA _____	_____ NA _____
Other	_____ NA _____	_____ NA _____
TOTAL NASF	_____ NA _____	_____ NA _____
TOTAL GSF	_____ NA _____	_____ NA _____

I have reviewed the originally approved construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Illinois Registration or License Number

Seal

\_\_\_\_\_  
District Official's Signature

\_\_\_\_\_  
Date

**Protection, Health, and Safety Project**  
**Statement of Final Construction Compliance**

ICCB Project Title: Demolition of Temporary Buildings M, K, OCC and L.  
ICCB Project #C-0036-0511, CDB Project #810-028-023.

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Not applicable (NA), per Mr. Edward Smith ICCB Senior Director for Financial Compliance and Program Accountability, since Architects contract and project are controlled by the Capital Development Board.

Final cost of the project: Per Mr. Edward Smith, ICCB Senior Director for Financial Compliance and Program Accountability, attach CDB "Fiscal Inquiry Project Sheet".

Approved Budget \$6,666,600.00    Actual Cost \$4,498,531.44

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Illinois Registration or License Number

\_\_\_\_\_  
Seal

Approved by the College of DuPage, District 502 Board of Trustees

Date \_\_\_\_\_

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

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

Lump Sum Project No. \_\_\_\_\_  
CDB Project No. 810-028-023

Revised 11/25/03

State of Illinois  
Request For Governor's Approval Of

X Capital Release - GOMB Form CR-1A  
       Build Illinois Release - GOMB Form BI-1

  X   Release of Funds  
       Cancellation of Release

User Agency: CAPITAL DEVELOPMENT BOARD User Division: ILLINOIS COMMUNITY COLLEGE BOARD

Project Identification: For Temporary Facilities Replacement

Project Location: College of DuPage, Glen Ellyn, DuPage County, Illinois

Appropriation: Bill # HB 0859 Article # 116 Section 281 FY 11

Source of Funds: Capital Development Bond Funds

Account Code: 141-51184-4473-1910 Appropriation Amount: \$25,000,000.00

Amount Released to Date: \$0.00 Total Request Amount: \$5,000,000.00

Statutory Citations  
Authority to Use: 30 ILCS 330/3 (a) Authority to Expend: 20 ILCS 3105/9.01

Expayer Certification (check one):  Not For Profit  For Profit  Governmental Entity

House Dist: 042 Senate Dist: 21

Purpose: For Temporary Facilities Replacement  
College of DuPage, Glen Ellyn, DuPage County, Illinois

Requested: [Signature] Director, Requesting Agency 43 Recommended: [Signature] Director, Governor's Office of Management and Budget

Contracts or obligations for expenditures of the appropriation referenced above are hereby approved in the amount specified below, in addition to any amounts previously approved.

Amount Approved: \$5,000,000.00 Signed: Pat Quinn  
Governor

Governor's Office of Management and Budget Release No. 7219 Date: 5/31/11

COMPTROLLERS USE ONLY

Appropriation	Quarter Change	1) _____	Processed _____
Operation Code		2) _____	Returned _____
Allotment Document #		3) _____	
Allotment Net Change	Sign	4) _____	

SIGNATURE

DATE

**Fiscal Inquiry  
Fiscal Inquiry by Project**

**Agency Name:** Illinois Community College Board  
**Location Name:** College of DuPage - Glen Ellyn  
**Project Description:** Demolish Temporary Buildings - M,K, OC, and L

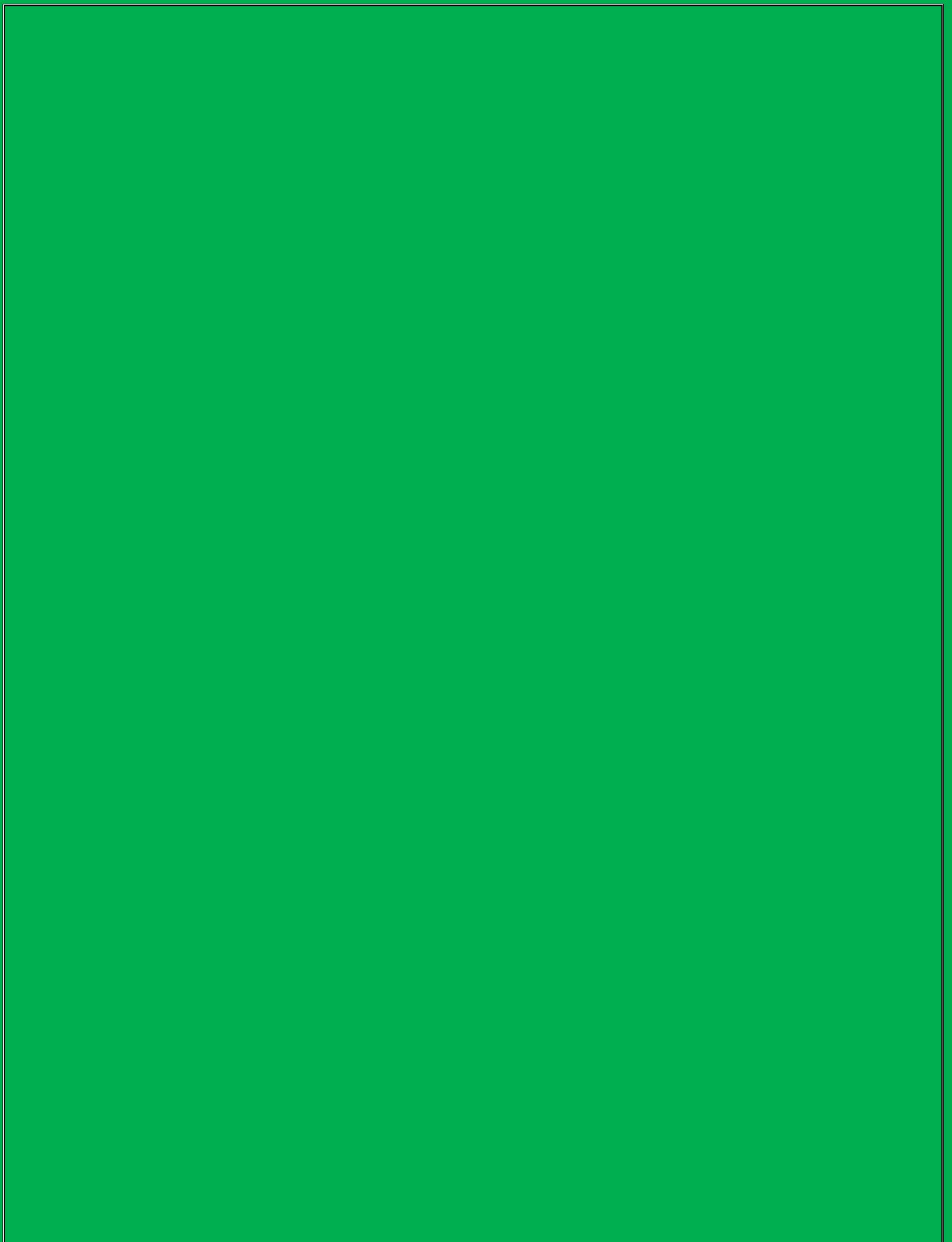
Project    Contract #  [New](#)  
[Search](#) [Appropriations](#) [Releases](#) [Print this List](#)

Contract	Firm Name	Total Contracts	Total Expd	Balance	Retainage %	Retainage Amt	
12045410	Legat Architects, Inc.	\$410,520.68	\$410,520.68	\$ .00	0.00	\$ .00	<a href="#">Obligation</a>
14041188	Colfax Corporation	\$127,984.25	\$127,984.25	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14041285	Associated Electrical Contractors, Inc.	\$353,731.21	\$353,731.21	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14041381	Pepper Construction Company	\$1,217,091.98	\$1,217,091.98	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14043281	American Demolition Corporation	\$458,449.20	\$458,449.20	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14057681	Pepper Construction Company	\$1,761,191.98	\$1,761,191.98	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14057785	Utility Dynamics Corporation	\$84,923.07	\$84,923.07	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
14057888	Midway Contracting Group, LLC	\$76,947.45	\$76,947.45	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>
6140	Comcast Cable Communications Inc	\$7,691.62	\$7,691.62	\$ .00	10.00	\$ .00	<a href="#">Obligation</a>

[<< Back](#)      [Next >>](#)

| [Print this List](#) |





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

**BOARD APPROVAL**

---

1. **SUBJECT**

Adoption of FY2017 Budget.

2. **REASON FOR CONSIDERATION**

In accordance with Board Policy 5-15, Responsibilities of the Board and Board Policy 10-30, Annual Budget; Board of Trustees' approval is required of the attached Resolution for the adoption of the College's FY2017 Budget.

3. **BACKGROUND INFORMATION**

The Resolution for the adoption of the budget is approved annually by the Board of Trustees and then submitted to DuPage, Cook, and Will Counties, and the Illinois Community College Board. This Resolution is supplemented by the Budget Book also distributed at the June 23, 2016 Board Meeting, showing amounts by object and function for each fund. A budget hearing was held on Thursday, June 23, 2016, at 6:45 p.m., allowing the public to comment on the proposed FY2017 Budget.

4. **RECOMMENDATION**

That the Board of Trustees approves the attached Resolution for the Adoption of the FY2017 Budget.

Staff Contact: Kim Michael-Lee, Interim Vice President and Treasurer  
Scott Brady, Interim Controller

RESOLUTION  
COMMUNITY COLLEGE DISTRICT BUDGET FORM  
STATE OF ILLINOIS  
For Fiscal Year Beginning July 1, 2016

Budget for College of DuPage, Community College District No. 502, Counties of DuPage, Cook and Will and State of Illinois for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

WHEREAS the Board of Trustees of Community College District No. 502, Counties of DuPage, Cook and Will and State of Illinois, caused to be prepared in tentative form, a budget, and the Secretary of this Board of Trustees has made the same conveniently available for public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS a public hearing was held as to such budget on the 23rd of June, 2016, notice of said hearing was given at least thirty (30) days prior thereto as required by law and all other legal requirement compiled with:

NOW THEREFORE, Be it Resolved by the Board of Trustees of said District as follows:

Section 1: That the fiscal year of the Community College District be and the same hereby is fixed and declared to the beginning July 1, 2016 and ending June 30, 2017.

Section 2: That the following budget containing an estimate of amounts available in each fund, separately, and expenditures for each be and the same is hereby adopted as the budget of this Community College District No. 502 for the said fiscal year:

FUND	REVENUES & TRANSFERS IN	EXPENDITURES & TRANSFERS OUT
Education	\$ 159,758,195	\$ 159,758,195
Operations and Maintenance	14,877,212	14,877,212
Operations and Maintenance Restricted	1,318,869	5,650,000
Bond and Interest	34,198,839	34,282,880
Auxiliary Enterprises	11,783,208	12,104,494
Restricted Purpose	76,233,546	76,233,546
Working Cash	47,035	7,000

ATTEST:

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Chairman, Board of Trustees  
Community College District No. 502,  
Counties of DuPage, Cook and Will and  
State of Illinois



SIGNATURE PAGE FOR ADOPTION OF FY2017 BUDGET

ITEM(S) ON REQUEST

That the Board of Trustees approves the attached Resolution for the adoption of the FY2017 Budget.

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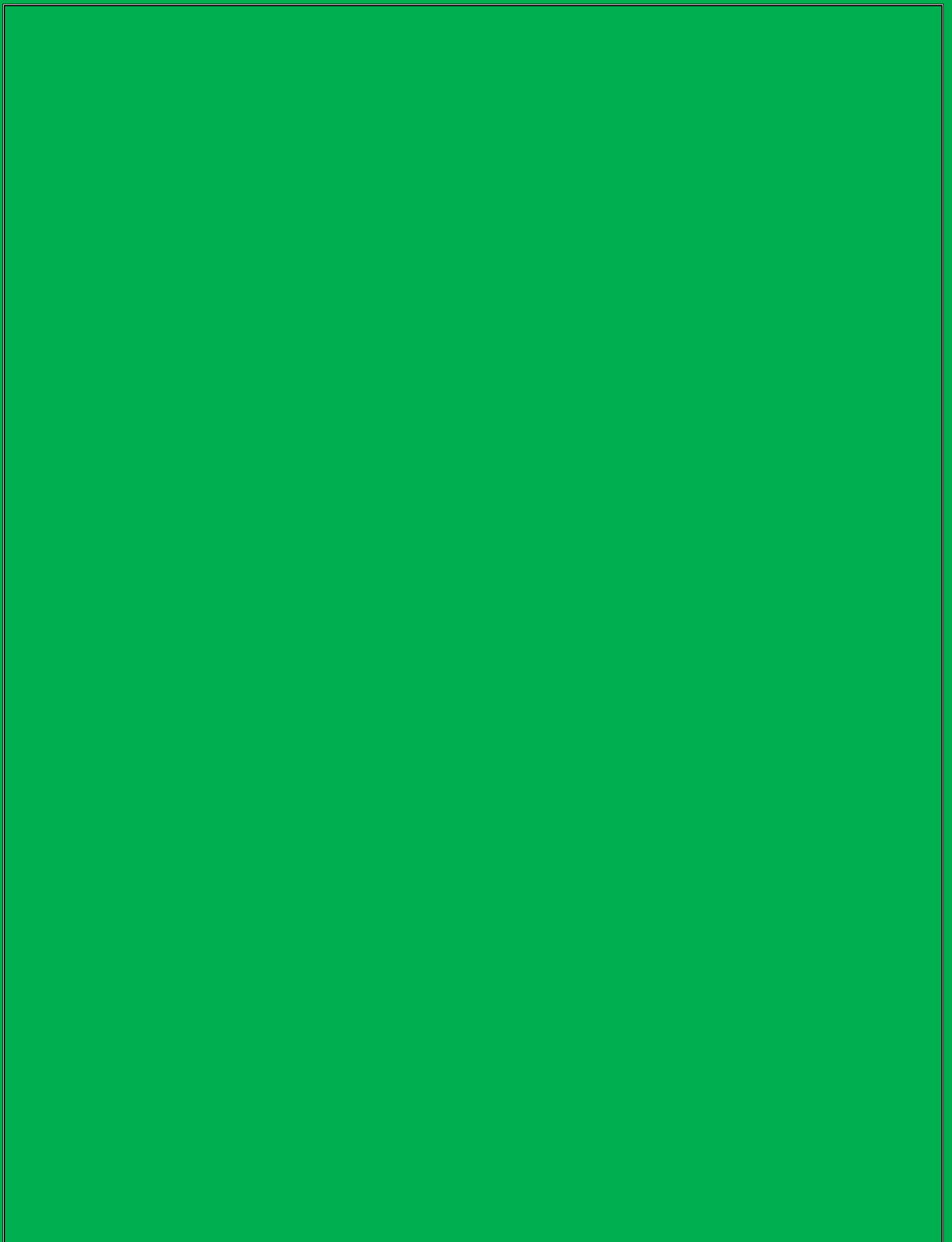
Interim Controller Date

---

Interim Vice President and Treasurer Date

---

Acting Interim President Date



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

---

1. **SUBJECT**

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

2. **REASON FOR CONSIDERATION**

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

3. **BACKGROUND INFORMATION**

(a) **Treasurer's Report** – The Treasurer's Report goes to the Board for approval every month except July. The Treasurer's Report includes the receipts and disbursements for each month on strictly a cash basis.

(b) **Payroll Report** – This report includes disbursements from accounts payable related to Payroll items including taxes, SURS and benefits greater than \$15,000. This report is presented to the Board for approval each month.

(c) **Accounts Payable Report** – This report includes all Accounts Payable disbursements greater than \$15,000 excluding payroll items included in the Payroll Report. This report is presented to the Board for approval each month.

(d) **All Disbursements Excluding Payroll** – This report includes all disbursements for the month excluding personal payroll disbursements.

(e) **Budget Transfer Report** – This report is presented to the Board for approval on a quarterly basis (July, October, January, April). The budget

transfer report lists the funds, descriptions, amounts and reasons for the budget transfer.

- (f) Legal, Professional, and Presidential Search Fees - Request approval for payment of Legal Fees, Professional Fees and Presidential Search Fees. This report is presented to the Board for approval each month.

4. RECOMMENDATION

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

Staff Contact: Kim Michael-Lee, Interim CFO and Treasurer and  
Scott Brady, Interim Controller



**COLLEGE OF DuPAGE  
REGULAR BOARD MEETING**

**BOARD APPROVAL**

**SIGNATURE PAGE FOR  
FINANCIAL REPORTS**

**ITEM(S) ON REQUEST**

THAT THE BOARD OF TRUSTEES APPROVES THE FINANCIAL REPORTS FOR THE PERIOD ENDED MAY 31, 2016.

---

BOARD CHAIR

DATE

---

SECRETARY

DATE

College of Dupage  
Community College District No. 502  
Treasurer's Report as of May 31, 2016 - Unaudited

A. Treasurer Report

**Chase Concentration and Credit Card Accounts**

<b>Beginning Balance</b>	\$	9,500,645
<b>Current Activity</b>		
Cash Receipts		6,403,688
Cash Disbursements		(29,301,807)
Wire Transfers/Bank Charges/Voids		39,586,691
Payroll		(5,677,777)
<b>Total Monthly Activity</b>		<u>11,010,795</u>
<b>Ending Balance</b>	\$	<u>20,511,440</u>

**Disbursement Summary**

**Invoices less than \$15,000**

Checks - Vendors	\$	1,016,315
Echecks - Vendors		670,375
ACH transfers - Vendors		29,390
Wire transfers - Vendors		
<b>Sub-total Vendors</b>	\$	<u>1,716,080</u>
Checks - Employees	\$	31,215
Echecks - Employees		132,592
<b>Sub-total Employees</b>	\$	<u>163,807</u>
Checks - Student Refunds	\$	663,581
E-commerce - Student Refunds		708,575
<b>Sub-total Students</b>	\$	<u>1,372,156</u>
<b>Total invoices less than \$15,000</b>	\$	<u>3,252,042</u>

**% Electronic** 46.5%

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

Checks - Vendors	\$	718,181
Echecks - Vendors		3,299,024
ACH transfers - Vendors		22,032,559
Wire transfers - Vendors		
<b>Total invoices \$15,000 or more</b>	\$	<u>26,049,764</u>

**% Electronic** 97.2%

<b>Total Cash Disbursements</b>	\$	29,301,807
---------------------------------	----	------------

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

Payroll Related	2,298,442
Accounts Payable Related	23,751,322
<b>Total Invoices \$15,000 or more</b>	<u>\$ 26,049,764</u>

College of DuPage  
Community College District No. 502  
PAYROLL REPORT  
CASH DISBURSEMENTS GREATER THAN \$15,000  
May 2016

## Payroll - MAY 2016

	Gross		Net	
Direct Deposits	\$	8,019,858	\$	5,480,881
Checks		263,632		198,208
<b>Total Payroll</b>	<b>\$</b>	<b>8,283,490</b>	<b>\$</b>	<b>5,677,777</b>

% Electronic 96.5%

Payroll Related Disbursements: Withholdings and Taxes  
Grand Total Payroll Disbursements

## Payroll Disbursements - May 2016

<u>CHECK NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*A474	IDES-Magnetic Media Unit	Withholding Tax - State	\$ 133,837.86
IM*A475	Department of Treasury	Withholding Tax - Federal	509,193.96
IM*A478	IDES-Magnetic Media Unit	Withholding Tax - State	120,243.94
IM*A479	Department of Treasury	Withholding Tax - Federal	461,282.66
IM*E0054537	DuPage Credit Union	Wage Assignments 5/13/16 PR	36,559.86
IM*E0054538	Navia Benefit Solutions	Wage Assignments 5/13/16 PR	16,164.72
IM*E0054539	SURS-State Univ Retirement System	Employee Retirement Contribution 5/13/16 PR	352,999.00
IM*E0054584	Valic Retirement Service	Annuities-Payroll Withholding 5/13/16 PR	164,936.15
IM*E0054855	DuPage Credit Union	Wage Assignments 5/27/16 PR	32,626.69
IM*E0054856	Navia Benefit Solutions	Wage Assignments 5/27/16 PR	15,461.22
IM*E0054857	SURS-State Univ Retirement System	Employee Retirement Contribution 5/27/16 PR	315,665.37
IM*E0054858	Valic Retirement Service	Annuities-Payroll Withholding 5/27/16 PR	139,471.06
	<b>TOTAL</b>		<b>\$ 2,298,442.49</b>

College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE REPORT  
CASH DISBURSEMENTS GREATER THAN \$15,000  
May 2016 Professional Services

## Accounts Payable Disbursements - May 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY 2016 FOR INVOICES GREATER THAN \$15,000

CHECK NUMBER	PAYEE NAME	DESCRIPTION	AMOUNT
IM*0201734	Black Humour, Inc.	Other Contractual Services Expense	\$ 31,500.00
IM*0201753	Star Productions, LLC	Other Contractual Services Expense	22,500.00
IM*0203214	Postmaster - Glen Ellyn	USPS Prepaid	26,000.00
IM*0203215	Healthcare Service Corporation	Vision/Dental PPO Payouts	56,315.97
IM*0203216	Unum Life Insurance Company	Long Term Care - Insurance	19,000.68
IM*0203235	Xerox Corporation	Rental - Equipment	45,558.33
IM*0203236	American Express Travel Related Services Company, Inc.	Conference fees and travel fees	70,699.24
IM*0203238	Reliance Standard Life Insurance Company	Life Insurance	44,811.28
IM*0203385	B & H Photo Video	Equipment - Instructional	80,952.51
IM*0203386	ESi Acquisition, Inc.	Equipment - Office	34,535.90
IM*0203387	Zehnder Communications, Inc.	Advertising Expense	35,762.00
IM*0203395	Schiff Hardin LLP	Legal Services Expense	44,895.16
IM*0203420	Dupage County Collector	Other Fixed Charges Expense	55,951.01
IM*0203421	Dupage County Collector	Other Fixed Charges Expense	79,568.92
IM*0203528	ComEd/Commonwealth Edison-Carol Stream	Electricity Expense	70,130.36
IM*A475	Department of Treasury	Medicare Tax - COD Share 5/13/16 PR	59,362.67
IM*A475	Department of Treasury	Fica Tax - COD Share 5/13/16 PR	1,898.14
IM*A479	Department of Treasury	Medicare Tax - COD Share 5/27/16 PR	53,197.50
IM*A479	Department of Treasury	Fica Tax - COD Share 5/27/16 PR	1,425.71
IM*E0054259	IACE Travel	Field Studies Travel - Participant Paid	33,530.00
IM*E0054404	Corporate Lakes Property	Rental Facility	15,868.48
IM*E0054405	Nicor Enerchange	Gas Expense	28,707.38
IM*E0054406	Community College Health Consortium	PPO Premier Payments	1,288,099.31
IM*E0054410	Community College Health Consortium	PPO Premier Payments	1,297,714.49
IM*E0054539	SURS-State Univ Retirement System	SURS Health-College Share 5/13/16 PR	14,824.38
IM*E0054539	SURS-State Univ Retirement System	College Share Trust & Federal Funds 5/13/16 PR	1,953.28
IM*E0054583	DAOES	Funds Held in Custody of Other	174,203.00
IM*E0054585	Krueger International, Inc.	Equipment - Office	32,469.32
IM*E0054586	Precise Printing Network Inc.	Printing Expense	29,850.00
IM*E0054587	Smith Maintenance Company	Custodial Services	36,169.88
IM*E0054598	Village of Glen Ellyn	Water - Sewage Expense	23,656.73
IM*E0054730	Midwest Photo Exchange	Equipment - Instructional	17,408.48
IM*E0054731	North American	Equipment - Office	15,918.20
IM*E0054732	VIRE Micro Corp	Other supplies	15,069.00
IM*E0054733	Rathje & Woodward LLC	Legal Services Expense	93,396.20
IM*E0054734	William E. Hay & Company	Other Contractual Services Expense	23,442.00
IM*E0054738	JMA Construction Inc.	Building Remodeling Expense	82,460.00
IM*E0054739	Power Construction Co., LLC	New Bldgs and Additions	43,125.00
IM*E0054740	Illinois Power Marketing D/B/A Homefield Energy	Electricity Expense	121,948.01
IM*E0054741	Schuyler Roche & Crisham PC	Legal Services Expense	49,668.27
IM*E0054850	Edward Hospital-Emss	Instructional Service Contribution	17,280.00
IM*E0054851	Perkins + Will, Inc.	Consultants Expense	23,900.00
IM*E0054852	Sodexo	Conference/Meeting Expense- Local	16,650.35
IM*E0054857	SURS-State Univ Retirement System	SURS Health College Share 5/27/16 PR	13,456.45
IM*E0054857	SURS-State Univ Retirement System	College Share Trust & Federal Funds 5/27/16 PR	2,471.43
IM*W426	Costa Rican Language Academy	Field Studies Travel - Participant Paid	43,970.00
IM*W430	Vesatours	Field Studies Travel - Participant Paid	16,468.50
IM*W431	Amalgamated Bank of Chicago	Bond Principal Payments	20,600,877.50
IM*W432	Kyoto International Academy	Field Studies Travel - Participant Paid	30,800.00
Voided Check	Community College Health Consortium	Check issued prior month; voided in current month	(1,288,099.31)
Total Disbursements:			\$ 23,751,321.71

## Purchases for approval to be paid in June 2016

Riverside Technologies	HP Zbook 17 (Qty. 22)	\$ 21,876.00
Sew What? Inc.	Theatrical Scenic LED backdrops for the MAC	\$ 19,044.44

College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE REPORT  
CASH DISBURSEMENTS GREATER THAN \$15,000  
May 2016 Professional Services

**Accounts Payable Disbursements - May 2016**

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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY 2016 FOR INVOICES GREATER THAN \$15,000

CHECK NUMBER	PAYEE NAME	DESCRIPTION	AMOUNT
	Aqua Designs, Inc.	Materials & Labor for 2016 Spring Irrigation Start Up	\$ 24,235.00
	Wesco	Lighting - Various bulb sizes and Types	\$ 19,082.00
	Audiology Systems	Equipment for the Hearing Instrument Dispensary Program	\$ 24,476.00
	Follett Higher Education Group	Bookstore Book Bills for Summer Term 2016	\$ 22,449.66
	24/7 Customer Canada, Inc.	Annual Hosting and SmartSource Maintenance Fees for IT	\$ 22,500.00
			<u>\$ 153,663.10</u>

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0193451	Carole F. Dobbie	\$ (1,733.33)	Check issued prior month; voided in current month
Invoice < \$15,000	IM*0197206	Ali N. Al Farouqi	(72.57)	Check issued prior month; voided in current month
Invoice < \$15,000	IM*0201109	Illinois Department of Commerce Economic	(507.50)	Check issued prior month; voided in current month
Invoice < \$15,000	IM*0201733	College of DuPage	611.97	Instructional Supplies
Invoice < \$15,000	IM*0201752	DuPage County	5,850.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201754	4 Imprint, Inc.	832.32	Instructional Supplies
Invoice < \$15,000	IM*0201755	A.F.M. & E.P. Fund	1,055.20	Other Contractual Services Expense
Invoice < \$15,000	IM*0201756	Abbott Tree Care Professionals, LLC	7,300.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201757	ABC-CLIO Inc.	516.66	Books and Binding Costs
Invoice < \$15,000	IM*0201758	Joyce E. Abel	400.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201759	ABT	850.12	Maintenance Supplies
Invoice < \$15,000	IM*0201760	Accurate Document Destruction, Inc.	318.82	Refuse Disposal Expense
Invoice < \$15,000	IM*0201761	ACEN-Accreditation Commission for Education in Nursing	5,010.00	Consultants Expense
Invoice < \$15,000	IM*0201762	Advance Auto Parts	1,288.89	Instructional Supplies
Invoice < \$15,000	IM*0201763	Adventist Glen Oaks Hospital	73.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201764	Advocate Good Samaritan	150.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201765	Advocate Good Samaritan	73.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201766	Advocate Good Samaritan	45.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201767	Advocate Good Samaritan	45.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201768	Advocate Good Samaritan	45.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201769	Advocate Good Samaritan	45.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201770	Advocate Good Samaritan Hospital-Mammography	50.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201771	Advocate Health Sciences Library Network	20.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201772	AHW LLC	1,336.78	Repair Material & Supplies
Invoice < \$15,000	IM*0201773	Airgas North Central-Illinois	67.90	Maintenance Services Expense
Invoice < \$15,000	IM*0201774	Alibris	87.76	Books and Binding Costs
Invoice < \$15,000	IM*0201775	John Allen	110.00	Consultants Expense
Invoice < \$15,000	IM*0201776	Alliance Paper and Food Service Inc.	211.10	Purchase for Resale
Invoice < \$15,000	IM*0201777	Alliance Paper and Food Service Inc.	28.86	Purchase for Resale
Invoice < \$15,000	IM*0201778	Alliance Paper and Food Service Inc.	223.84	Purchase for Resale
Invoice < \$15,000	IM*0201779	Alpha Mu Gamma National	760.50	Funds Held in Custody of Others
Invoice < \$15,000	IM*0201780	Brandon Alvendia	500.00	Consultants Expense
Invoice < \$15,000	IM*0201781	Amalgamated Bank of Chicago	350.00	Other Expenditure
Invoice < \$15,000	IM*0201782	Amazon	3,774.59	Books and Binding Costs
Invoice < \$15,000	IM*0201783	American Nurses Association	355.05	Books and Binding Costs
Invoice < \$15,000	IM*0201784	American Hotel Register Company	589.39	Instructional Supplies
Invoice < \$15,000	IM*0201785	American Public Media	55.84	Other Contractual Services Expense
Invoice < \$15,000	IM*0201786	Aramark Uniform Services	438.20	Instructional Service Contribution
Invoice < \$15,000	IM*0201787	Darius Ardelean	180.00	Consultants Expense
Invoice < \$15,000	IM*0201788	ASCD	1,901.18	Books and Binding Costs
Invoice < \$15,000	IM*0201790	Ascend Learning Holdings, LLC	285.22	Books and Binding Costs
Invoice < \$15,000	IM*0201791	AT&T - Carol Stream	2,477.58	Telephone Expense
Invoice < \$15,000	IM*0201792	AT&T - Carol Stream	72.82	Telephone Expense
Invoice < \$15,000	IM*0201793	AT&T - Carol Stream	0.46	Telephone Expense
Invoice < \$15,000	IM*0201794	AT&T Mobility	40.60	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0201795	Lynn Atkinson-Tovar	500.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201796	The Audio File	286.00	Advertising Expense
Invoice < \$15,000	IM*0201797	B&H Photo Video Pro Audio, Inc.	14,339.74	Equipment - Instructional
Invoice < \$15,000	IM*0201799	Baker & Taylor Books	258.25	Books and Binding Costs
Invoice < \$15,000	IM*0201800	Ball Horticulture Company	1,449.57	Purchase for Resale
Invoice < \$15,000	IM*0201801	Banc Certified Merchant Services	96.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201802	Carol A. Beiffuss	600.00	Retiree Healthcare Payments

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0201803	Benco Dental Company	1,811.15	Instructional Supplies
Invoice < \$15,000	IM*0201804	Bernan	322.65	Books and Binding Costs
Invoice < \$15,000	IM*0201805	BHFX Digital Imaging	7,015.00	Equipment - Instructional
Invoice < \$15,000	IM*0201806	Bill Doran Company	379.45	Other Conf & Meeting Exp a
Invoice < \$15,000	IM*0201808	Black Humour, Inc.	1,250.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0201809	Black Humour, Inc.	300.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0201810	Black Humour, Inc.	2,500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201811	Mesha Blackwell	333.50	Instructional Service Contribution
Invoice < \$15,000	IM*0201812	Blooming Color Inc.	2,310.00	Printing Expense
Invoice < \$15,000	IM*0201813	Board of Trustees of Southern Illinois University	375.00	Dues
Invoice < \$15,000	IM*0201814	Linda R. Bollendorf	460.72	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201815	Botach Tactical	29.95	Office Supplies
Invoice < \$15,000	IM*0201816	Breakthru Beverage Illinois, LLC	497.20	Purchase for Resale
Invoice < \$15,000	IM*0201817	Brick Wall Inc.	439.93	Instructional Supplies
Invoice < \$15,000	IM*0201818	Bright Sky Cleaning Group	12,100.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0201819	Brill USA, Inc.	262.25	Books and Binding Costs
Invoice < \$15,000	IM*0201820	Brink's, Inc.	86.93	Financial Charges & Adjustment
Invoice < \$15,000	IM*0201821	BTU Company, Inc.	396.39	Other supplies
Invoice < \$15,000	IM*0201822	Mary B. Buckley	600.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201823	Buikema's Ace Hardware	103.80	Other supplies
Invoice < \$15,000	IM*0201824	Buikema's Ace Hardware - Wheaton	410.82	Other supplies
Invoice < \$15,000	IM*0201825	Cathryn Bulicek	397.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0201826	Bumper to Bumper	2,187.24	Purchase for Resale
Invoice < \$15,000	IM*0201828	Thomas W. Burgholzer	825.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201829	Paul F. Byrne	1,150.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201830	Thomas R. Cain	1,024.92	Recruitment Expense
Invoice < \$15,000	IM*0201831	Cambridge Educational	1,312.70	Instructional Supplies
Invoice < \$15,000	IM*0201832	Shane Cannon	180.00	Consultants Expense
Invoice < \$15,000	IM*0201833	Cardinal Health	264.09	Instructional Supplies
Invoice < \$15,000	IM*0201834	Donald A. Carlson	300.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201835	Carol Stream Fire Protection District	2,620.00	Rental Facility
Invoice < \$15,000	IM*0201836	Carol Stream Park District	250.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0201837	Cary Company	69.55	Instructional Supplies
Invoice < \$15,000	IM*0201838	Alicia Cassidy	72.00	Office Services Expense
Invoice < \$15,000	IM*0201839	Cody J. Castle	29.37	Funds Held in Custody of Others
Invoice < \$15,000	IM*0201840	Melissa Celis	252.00	Office Services Expense
Invoice < \$15,000	IM*0201841	Certol International, LLC	182.59	Maintenance Services Expense
Invoice < \$15,000	IM*0201842	The Chalkboard Learning Centers, Inc.	18.94	Equip < \$2,500 per item
Invoice < \$15,000	IM*0201843	Alejandro Chavez	120.00	Instructional Supplies
Invoice < \$15,000	IM*0201844	Checkbox	895.00	Audio/Visual Materials
Invoice < \$15,000	IM*0201845	Chicago Distribution Center	197.22	Books and Binding Costs
Invoice < \$15,000	IM*0201846	Chicago Federation of Labor	264.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201847	Chicago Flyhouse Inc.	2,497.00	Maintenance Services Expense
Invoice < \$15,000	IM*0201848	Chicago Parent	1,665.00	Advertising Expense
Invoice < \$15,000	IM*0201849	Chicago Review Inc.	400.00	Advertising Expense
Invoice < \$15,000	IM*0201850	Chicago Tribune	519.48	Publications
Invoice < \$15,000	IM*0201851	Cintas - Romeoville	645.70	Instructional Supplies
Invoice < \$15,000	IM*0201852	City of Naperville	2,780.20	Electricity Expense
Invoice < \$15,000	IM*0201853	Claridge Products	1,233.65	Instructional Supplies
Invoice < \$15,000	IM*0201854	Clawa Enterprise Inc. D/B/A Alternate Force	4,065.00	Instructional Supplies
Invoice < \$15,000	IM*0201855	J C. Codak	27.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201856	Colgate Oral Pharmaceuticals, Inc.	306.00	Instructional Supplies

D. All Disbursements Excluding Payroll  
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May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0201857	Comcast Commercial Services	4,809.69	Telephone Expense
Invoice < \$15,000	IM*0201858	Comcast Cable	16.88	IT Maintenance Services
Invoice < \$15,000	IM*0201859	Comcast Spotlight, LLC	2,501.75	Advertising Expense
Invoice < \$15,000	IM*0201860	ComEd/Commonwealth Edison-Carol Stream	1,222.67	Electricity Expense
Invoice < \$15,000	IM*0201861	Communications Revolving Fund	777.67	Rental - Equipment
Invoice < \$15,000	IM*0201862	Compass Records Group Inc.	36.12	Advertising Expense
Invoice < \$15,000	IM*0201863	Computer Discount Warehouse	63.08	Office Supplies
Invoice < \$15,000	IM*0201864	Cone Instruments	1,659.34	Instructional Supplies
Invoice < \$15,000	IM*0201865	Nancy M. Conradt	800.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201866	Conserv Fs	2,244.00	Maintenance Supplies
Invoice < \$15,000	IM*0201867	Council for Opportunity in Education	250.00	Publications
Invoice < \$15,000	IM*0201868	Joseph Cressman	160.68	Instructional Service Contribution
Invoice < \$15,000	IM*0201869	CSC-Communications Supply Corporation	184.00	IT Maintenance Services
Invoice < \$15,000	IM*0201870	Brian Cunningham	412.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201871	CUPA-HR	2,290.00	Dues
Invoice < \$15,000	IM*0201872	Darley	2,349.40	Instructional Supplies
Invoice < \$15,000	IM*0201873	Data Recognition Corporation D/B/A DRC/CTB	4,259.60	Instructional Supplies
Invoice < \$15,000	IM*0201874	Patricia R. Davis	500.00	Misc Awards (1099)
Invoice < \$15,000	IM*0201875	Patricia M. Davoust	72.00	Office Services Expense
Invoice < \$15,000	IM*0201876	Harold DeBord	460.72	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201877	Jack R. DeCraene	150.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*0201878	Dentsply	172.00	Instructional Supplies
Invoice < \$15,000	IM*0201879	Department of Veterans Affairs	60.00	Other Federal Government Sources
Invoice < \$15,000	IM*0201880	DHL Worldwide Express Inc.	30.83	Vehicle Usage Expense
Invoice < \$15,000	IM*0201881	Dick Pond Athletics	1,070.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*0201882	Discovery Education	356.34	Books and Binding Costs
Invoice < \$15,000	IM*0201883	Displays 2 Go	418.58	Equip < \$2,500 per item
Invoice < \$15,000	IM*0201884	Dramatic Publishing	13.89	Books and Binding Costs
Invoice < \$15,000	IM*0201885	Dramatists Play Service, Inc.	60.20	Books and Binding Costs
Invoice < \$15,000	IM*0201886	Tyler Dumontelle	875.50	Instructional Service Contribution
Invoice < \$15,000	IM*0201887	Dupage Dodge Chrysler Jeep	62.37	Purchase for Resale
Invoice < \$15,000	IM*0201888	Michael Durmus	360.00	Consultants Expense
Invoice < \$15,000	IM*0201889	Ecolab Equipment Care	95.00	Instructional Supplies
Invoice < \$15,000	IM*0201890	Ecolab Equipment Care	103.95	Maintenance Services Expense
Invoice < \$15,000	IM*0201891	Edward Don & Company	4,841.80	Equipment - Instructional
Invoice < \$15,000	IM*0201892	Sherwood Edwards	500.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201893	EI Electronics LLC	297.68	Equip < \$2,500 per item
Invoice < \$15,000	IM*0201894	Paul J. Eldersveld	208.92	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201895	Elivate	62.97	Instructional Supplies
Invoice < \$15,000	IM*0201896	Elliott Auto Supply Company Inc	213.78	Purchase for Resale
Invoice < \$15,000	IM*0201898	Elsevier, Inc.	12,794.50	Instructional Service Contribution
Invoice < \$15,000	IM*0201899	Engineerica Systems, Inc.	995.00	Instructional Supplies
Invoice < \$15,000	IM*0201900	Ericka Jimenes Viales	1,161.03	International Travel
Invoice < \$15,000	IM*0201901	Charles D. Erickson	1,200.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201902	ESRI/Environmental Systems Research	1,650.00	Instructional Supplies
Invoice < \$15,000	IM*0201903	Evoqua Wate Technologies LLC	206.74	Maintenance Services Expense
Invoice < \$15,000	IM*0201904	Ewert, Inc.	546.67	Maintenance Supplies
Invoice < \$15,000	IM*0201905	Exchange Press, Inc.	206.11	Equip < \$2,500 per item
Invoice < \$15,000	IM*0201906	EZ Diagnostic Solutions Inc.	1,500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201907	Ferguson Enterprises, Inc. db/a Ferguson Heating & Cooling	53.99	Maintenance Supplies
Invoice < \$15,000	IM*0201908	Cecilia Ferguson-Bell	1,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201909	Fisher Scientific Company	7,370.03	Instructional Supplies



D. All Disbursements Excluding Payroll  
College of DuPage  
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May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0201910	Sean Flanagan	321.36	Instructional Service Contribution
Invoice < \$15,000	IM*0201911	Flinn Scientific	1,763.85	Instructional Supplies
Invoice < \$15,000	IM*0201912	Follett's College of DuPage	2,360.07	Instructional Supplies
Invoice < \$15,000	IM*0201913	Free Lance Sales D/B/A FLS Banners	1,026.18	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0201914	Mike Fritz	2,500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201915	Daniel L. Fuller	300.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201916	G&O Thermal Supply Company	489.37	Other Contractual Services Expense
Invoice < \$15,000	IM*0201917	Laura J. Galto	500.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201918	Geese Police	750.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201919	Vicky L. Geier	103.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201920	Genium Group Inc.	149.00	Books and Binding Costs
Invoice < \$15,000	IM*0201921	GK Holdings, Inc.	7,400.00	Other Conference & Meeting Expense
Invoice < \$15,000	IM*0201922	Glenbard Electric Supply Company	114.72	Maintenance Supplies
Invoice < \$15,000	IM*0201923	Stephen T. Gliddon	1,314.98	Funds Held in Custody of Other
Invoice < \$15,000	IM*0201924	Global Knowledge	9,125.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201925	Golden Cutting & Sewing Supplies	61.94	Instructional Supplies
Invoice < \$15,000	IM*0201926	Phyllis K. Goodman	230.36	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201927	Jamielynn R. Goschey	77.25	Instructional Service Contribution
Invoice < \$15,000	IM*0201928	Graphic Edge	2,439.83	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0201929	Judith E. Gratz	58.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0201930	Gravic, Inc.	250.00	Audio/Visual Materials
Invoice < \$15,000	IM*0201931	Ben Gray	110.00	Consultants Expense
Invoice < \$15,000	IM*0201932	The Great Courses	149.95	Books and Binding Costs
Invoice < \$15,000	IM*0201933	Grey House Publication	242.36	Books and Binding Costs
Invoice < \$15,000	IM*0201934	Judith A. Grey	58.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0201935	Gumbo Medical, LLC	5,125.00	Equip < \$2,500 per item
Invoice < \$15,000	IM*0201936	H D Supply Waterworks	137.24	Maintenance Supplies
Invoice < \$15,000	IM*0201937	H-O-H Water Technology Inc.	1,842.50	Maintenance Supplies
Invoice < \$15,000	IM*0201938	Sarah J. Hadley	1,066.67	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201939	Eugene G. Hallongren	675.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201940	Harper College	1,531.25	Tuition Chargeback/Contract Agreement
Invoice < \$15,000	IM*0201941	Kimberly A. Harris	130.50	Instructional Service Contribution
Invoice < \$15,000	IM*0201942	Harrison Bros. Inc.	816.45	Other supplies
Invoice < \$15,000	IM*0201943	Margaret L. Hart	138.75	Other Contractual Services Expense
Invoice < \$15,000	IM*0201944	Jean Harvey	206.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201945	Hd Supply Facilities Maintenance, Ltd	400.00	Instructional Supplies
Invoice < \$15,000	IM*0201946	Bradley Henning	450.00	Consultants Expense
Invoice < \$15,000	IM*0201947	Henry Schein	4,395.91	Instructional Supplies
Invoice < \$15,000	IM*0201948	Henry Schein	206.05	Instructional Supplies
Invoice < \$15,000	IM*0201949	Jennifer L. Hesterman	1,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0201950	Highland Community College	350.00	Dues
Invoice < \$15,000	IM*0201951	Sandra A. Hill	31.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0201952	John P. Hodge	250.00	Consultants Expense
Invoice < \$15,000	IM*0201953	Mary L. Holdway	533.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201954	Home Depot - Downers Grove	2,310.52	Other supplies
Invoice < \$15,000	IM*0201955	Home Science Tools	737.51	Instructional Supplies
Invoice < \$15,000	IM*0201956	Homer Tree	1,170.00	Maintenance Supplies
Invoice < \$15,000	IM*0201957	Hotel Andrea Limitada	1,401.32	International Travel
Invoice < \$15,000	IM*0201958	Dennis L. Hudson	400.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201959	Hummert International	574.45	Maintenance Services Expense
Invoice < \$15,000	IM*0201960	Illinois Department of Central Management Services	2,930.00	IT Maintenance Services
Invoice < \$15,000	IM*0201961	Illinois Office of the State Fire Marshal	140.00	Maintenance Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0201962	Infobase Publishing	1,345.66	Books and Binding Costs
Invoice < \$15,000	IM*0201963	Infobase Publishing	181.85	Books and Binding Costs
Invoice < \$15,000	IM*0201964	Institute for Career Research	359.75	Books and Binding Costs
Invoice < \$15,000	IM*0201965	Interlake Mecalux, Inc.	7,099.59	Equipment - Service
Invoice < \$15,000	IM*0201966	Iron Mountain Off Site Data	245.64	IT Maintenance Services
Invoice < \$15,000	IM*0201967	J.G. Uniforms, Inc.	9,993.10	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0201968	Jenna Jacobson	128.19	Recruitment Expense
Invoice < \$15,000	IM*0201969	Jakprints	123.20	Office Supplies
Invoice < \$15,000	IM*0201970	Jameco Electronics	217.30	Instructional Supplies
Invoice < \$15,000	IM*0201971	Kenneth Januszyk	150.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201972	JanWay Company USA, Inc.	1,463.50	Office Supplies
Invoice < \$15,000	IM*0201973	Julie L. Johnson-Zalak	160.68	Instructional Service Contribution
Invoice < \$15,000	IM*0201974	James R. Jones	150.00	Consultants Expense
Invoice < \$15,000	IM*0201975	Milli M. Jones	916.44	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201976	Joseph Electronics	118.68	IT Maintenance Services
Invoice < \$15,000	IM*0201977	JSQ Fund I LLC	1,650.00	Rental Facility
Invoice < \$15,000	IM*0201978	K & S Automatic Sprinklers Inc.	550.00	Maintenance Services Expense
Invoice < \$15,000	IM*0201979	Gary Kalkopf	180.00	Consultants Expense
Invoice < \$15,000	IM*0201980	James A. Kampert	633.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201981	Ronald G. Kapper	460.72	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201982	Jake H. Kent	35.18	Funds Held in Custody of Other
Invoice < \$15,000	IM*0201983	Lindsay Kesselman	300.00	Consultants Expense
Invoice < \$15,000	IM*0201984	Keyboard	12.00	Publications
Invoice < \$15,000	IM*0201985	Safia Khan	25.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*0201986	Kiesler's Police Supply, Inc.	343.62	Other supplies
Invoice < \$15,000	IM*0201987	Gregory Klebe	125.00	Consultants Expense
Invoice < \$15,000	IM*0201988	Zinta Konrad	900.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0201989	Krage's Tire Centers Inc.	4,442.70	Vehicle Supplies
Invoice < \$15,000	IM*0201990	Clementina O. Kuchuris	1,050.00	Instructional Service Contribution
Invoice < \$15,000	IM*0201991	Labsource	470.52	Instructional Supplies
Invoice < \$15,000	IM*0201992	LaForce	3,900.60	Other Contractual Services Expense
Invoice < \$15,000	IM*0201993	Lakeshore Learning Materials	455.62	Instructional Supplies
Invoice < \$15,000	IM*0201994	Christopher D. Lanham	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0201995	Paul F. Le Fort	492.72	Recruitment Expense
Invoice < \$15,000	IM*0201996	Adam Lee	150.00	Misc Awards (1099)
Invoice < \$15,000	IM*0201997	Len's Ace Hardware-Glen Ellyn	81.11	Maintenance Supplies
Invoice < \$15,000	IM*0201998	Len's Ace Hardware-Glen Ellyn	296.97	Instructional Supplies
Invoice < \$15,000	IM*0201999	Catherine Leveille	900.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202000	Lexisnexis Matthew Bender	859.06	Instructional Supplies
Invoice < \$15,000	IM*0202001	The Lincoln Electric Company	747.50	Instructional Supplies
Invoice < \$15,000	IM*0202002	Lippincott Williams & Wilkin	2,566.61	Books and Binding Costs
Invoice < \$15,000	IM*0202003	Livescribe, Inc.	1,417.03	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0202004	Lombard Area Chamber of Commerce	100.00	Dues
Invoice < \$15,000	IM*0202005	William Lyons	160.68	Instructional Service Contribution
Invoice < \$15,000	IM*0202006	Lynn M. Mackenzie	800.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202007	Martina A. Magnusson	375.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202008	Joseph Maish	72.00	Office Services Expense
Invoice < \$15,000	IM*0202009	Marberry Cleaning Family	119.48	Maintenance Services Expense
Invoice < \$15,000	IM*0202010	Markertek Supply	514.01	Audio/Visual Materials
Invoice < \$15,000	IM*0202011	Marsh USA Inc.	1,140.00	Workers Compensation Insurance
Invoice < \$15,000	IM*0202012	Bryon Martin	180.00	Consultants Expense
Invoice < \$15,000	IM*0202013	Marion S. Martin	31.50	Other Contractual Services Expense

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Invoice < \$15,000	IM*0202014	Norbert D. Martin	58.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0202015	Material Flow & Conveyor Systems, Inc.	5,056.00	Equipment - Office
Invoice < \$15,000	IM*0202016	Laurie Mattas	450.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202017	Elizabeth M. Mazur-Johnson	350.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202018	McGraw-Hill Global Education, Inc.	146.33	Books and Binding Costs
Invoice < \$15,000	IM*0202019	McKesson General Medical Corporation	391.60	Instructional Supplies
Invoice < \$15,000	IM*0202020	McMaster Carr Supply	1,189.61	Instructional Supplies
Invoice < \$15,000	IM*0202021	Daniel R. Medema	300.00	Consultants Expense
Invoice < \$15,000	IM*0202022	Madeline M. Menconi	150.00	Misc Awards (1099)
Invoice < \$15,000	IM*0202023	Metro Professional Products, Inc.	1,451.64	Maintenance Supplies
Invoice < \$15,000	IM*0202024	Gisela Meyn	266.67	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202025	MF Athletic Company	212.80	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0202026	Mi-Box	198.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202027	Midwest Tape LLC	84.98	Books and Binding Costs
Invoice < \$15,000	IM*0202028	Jerry W. Miller	300.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202029	Joseph W. Milligan	2,107.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202030	Alexis V. Miranda	143.68	Funds Held in Custody of Other
Invoice < \$15,000	IM*0202031	Mirion Technologies (Global Dosimetry)	219.00	Instructional Supplies
Invoice < \$15,000	IM*0202032	Marlene Montgomery	60.00	Office Services Expense
Invoice < \$15,000	IM*0202033	Jean M. Morris	18.89	Funds Held in Custody of Other
Invoice < \$15,000	IM*0202034	Joan A. Morris	1,100.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202035	Motema Music LLC	64.00	Advertising Expense
Invoice < \$15,000	IM*0202036	Motion Industries	103.56	Maintenance Services Expense
Invoice < \$15,000	IM*0202037	Fanny Moy	250.00	Misc Awards (1099)
Invoice < \$15,000	IM*0202038	MSC Industrial Supply	213.29	Instructional Supplies
Invoice < \$15,000	IM*0202039	Barbara J. Murphy	27.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202040	Sandra M. Mutter	750.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202041	William F. Myers	1,757.03	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202042	NAFSA Publications	289.00	Publications
Invoice < \$15,000	IM*0202043	Nasco	1,734.01	Instructional Supplies
Invoice < \$15,000	IM*0202044	National Association of Diversity Officers in Higher Education	250.00	Dues
Invoice < \$15,000	IM*0202045	National Pen Co, LLC	578.03	Advertising Expense
Invoice < \$15,000	IM*0202046	Naxos of America, Inc.	148.24	Advertising Expense
Invoice < \$15,000	IM*0202047	NCIA Department of Educational Administration	450.00	Dues
Invoice < \$15,000	IM*0202048	NCTA-National College Testing	250.00	Dues
Invoice < \$15,000	IM*0202049	Neher Electric	590.28	Maintenance Supplies
Invoice < \$15,000	IM*0202050	Christian Neill	1,000.00	Building Remodeling Expense
Invoice < \$15,000	IM*0202051	New Chef Fashion Inc.	1,154.07	Instructional Supplies
Invoice < \$15,000	IM*0202052	New Precision Technology, LLC	904.20	Office Supplies
Invoice < \$15,000	IM*0202053	New Readers Press	5,792.00	Instructional Supplies
Invoice < \$15,000	IM*0202054	New Readers Press	41.50	Books and Binding Costs
Invoice < \$15,000	IM*0202055	New York Times	943.80	Publications
Invoice < \$15,000	IM*0202056	Newegg Business Inc.	489.90	Instructional Supplies
Invoice < \$15,000	IM*0202057	Rebecca Noel	600.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202058	Northern Illinois University	350.00	Advertising Expense
Invoice < \$15,000	IM*0202059	Christopher Nowicki	1,030.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202060	Nuns 4 Fun Entertainment	2,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202061	Lenore D. Obaidallah	675.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202062	Office Depot	11,271.38	Office Supplies
Invoice < \$15,000	IM*0202071	Omnigraphics Inc.	81.85	Books and Binding Costs
Invoice < \$15,000	IM*0202072	Omnigraphics Inc.	81.85	Books and Binding Costs
Invoice < \$15,000	IM*0202073	One Step Productions LLC	137.00	Advertising Expense

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Invoice < \$15,000	IM*0202074	Open Table	483.25	Other Contractual Services Expense
Invoice < \$15,000	IM*0202075	Optitex USA Inc.	1,740.00	Instructional Supplies
Invoice < \$15,000	IM*0202076	Orkin Pest Control	938.04	Custodial Services
Invoice < \$15,000	IM*0202077	Vito Orona	500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202078	P&G Oral Health	233.39	Instructional Supplies
Invoice < \$15,000	IM*0202079	PACHS II/Cadence Occupational Health	2,094.55	Other Contractual Services Expense
Invoice < \$15,000	IM*0202080	Neysa Page-Lieberman	500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202081	Paperclip Communications	389.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202082	Parvin Clauss Sign Company	490.00	Maintenance Supplies
Invoice < \$15,000	IM*0202083	PCS Industries	366.64	Maintenance Supplies
Invoice < \$15,000	IM*0202084	Pearson Education, Inc.	83.09	Books and Binding Costs
Invoice < \$15,000	IM*0202085	Pearson Education, Inc.	1,306.65	Instructional Supplies
Invoice < \$15,000	IM*0202086	Thomas A. Pelletier	190.00	Consultants Expense
Invoice < \$15,000	IM*0202087	Daniel Peters	60.00	Office Services Expense
Invoice < \$15,000	IM*0202088	Nancy L. Pfahl	375.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202089	Delbert G. Pillier	1,949.88	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202090	PK Specialtees	247.50	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0202091	Power-Clean	300.00	Maintenance Services Expense
Invoice < \$15,000	IM*0202092	Powerwerx, Inc	62.89	Maintenance Services Expense
Invoice < \$15,000	IM*0202093	Lynda M. Pratscher	58.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0202094	Praxair/Gas Tech	2,067.84	Instructional Supplies
Invoice < \$15,000	IM*0202095	PRF Graphics	4,461.75	Office Supplies
Invoice < \$15,000	IM*0202096	Pro-Ed	361.79	Instructional Supplies
Invoice < \$15,000	IM*0202097	Public Identity, Inc.	6,628.58	Advertising Expense
Invoice < \$15,000	IM*0202098	Public Safety Communications	195.00	Maintenance Services Expense
Invoice < \$15,000	IM*0202099	Phil Pupillo	360.00	Consultants Expense
Invoice < \$15,000	IM*0202100	Quaisar Enterprises LLC D/B/A Health Products For You	265.08	Instructional Supplies
Invoice < \$15,000	IM*0202101	R.S. Hughes	451.04	Maintenance Supplies
Invoice < \$15,000	IM*0202102	Kathleen M. Rachick	800.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202103	Radiation Detection Company	285.00	Maintenance Services Expense
Invoice < \$15,000	IM*0202104	Rand McNally	310.00	Instructional Supplies
Invoice < \$15,000	IM*0202105	Barbara L. Rasins	854.46	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202106	Jeremy D. Redic	237.93	Instructional Service Contribution
Invoice < \$15,000	IM*0202107	Kenneth D. Reed	400.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202108	Regional Truck Equipment Company	950.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0202109	Susan B. Rhee	800.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202110	Matthew J. Riewer	200.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202111	Jay Riordan	290.00	Consultants Expense
Invoice < \$15,000	IM*0202112	Gloria J. Roark	212.80	Mileage In District / In State
Invoice < \$15,000	IM*0202113	Dennis L. Rogers	448.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202114	Joseph L. Rogers	448.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202115	Joseph L. Rorke	533.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202116	Sage Publications, Inc.	494.00	Books and Binding Costs
Invoice < \$15,000	IM*0202117	Salon Centric	346.17	Instructional Supplies
Invoice < \$15,000	IM*0202118	Frank G. Salvatini	460.72	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202119	Samuel French Inc.	140.75	Books and Binding Costs
Invoice < \$15,000	IM*0202120	Mark H. Samuels	105.00	Advertising Expense
Invoice < \$15,000	IM*0202121	Luis F. Santoyo	67.34	Funds Held in Custody of Other
Invoice < \$15,000	IM*0202122	Sargent-Welch/VWR	218.61	Instructional Supplies
Invoice < \$15,000	IM*0202123	Scent Air Technologies, Inc.	89.00	Instructional Supplies
Invoice < \$15,000	IM*0202124	Scrubs Etc. Inc.	33.00	Instructional Supplies
Invoice < \$15,000	IM*0202125	Stephen Serio	100.00	Other Contractual Services Expense

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0202126	Sharprint	792.16	Advertising Expense
Invoice < \$15,000	IM*0202127	Shaw Suburban Media Group	631.50	Advertising Expense
Invoice < \$15,000	IM*0202128	Sherwin Williams Company	116.46	Maintenance Supplies
Invoice < \$15,000	IM*0202129	Shrm-Society for Human Resource Management	190.00	Dues - Administrators
Invoice < \$15,000	IM*0202130	Sigma-Aldrich Inc.	751.75	Other supplies
Invoice < \$15,000	IM*0202131	Sign Warehouse	1,591.27	Office Supplies
Invoice < \$15,000	IM*0202132	DaLawn Simpson	72.00	Office Services Expense
Invoice < \$15,000	IM*0202133	SiteOne Landscape Supply Holding, LLC	200.00	Maintenance Supplies
Invoice < \$15,000	IM*0202134	Skeeter Kell Sporting Goods, Inc.	597.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202135	Donald Skoog	500.00	Consultants Expense
Invoice < \$15,000	IM*0202136	Carol A. Slavik	31.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0202137	Sony Music Holdings Inc.	464.60	Advertising Expense
Invoice < \$15,000	IM*0202138	South Suburban College	9,069.36	Tuition Chargeback/Contract Agreement
Invoice < \$15,000	IM*0202139	Spok, Inc.	13.64	Telephone Expense
Invoice < \$15,000	IM*0202140	Sprint-London KY	61.32	Other Contractual Services Expense
Invoice < \$15,000	IM*0202141	Thomas R. Stahr	224.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202142	Nancy L. Stanko	1,283.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202143	Kotryna Staputyte	12.50	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0202144	Star Productions, LLC	1,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202145	Star Productions, LLC	1,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202146	Steiner Electric Company	813.85	Facilities Maintenance Service
Invoice < \$15,000	IM*0202147	Jeanette M. Steiner	525.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202148	Thomas D. Stephenson	424.10	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202149	Steven's Custom Interiors Incorporated	1,760.00	Custodial Services
Invoice < \$15,000	IM*0202150	Robert C. Stolley	100.00	Consultants Expense
Invoice < \$15,000	IM*0202151	Edward P. Storke	266.67	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202152	Melissa Strube	144.00	Office Services Expense
Invoice < \$15,000	IM*0202153	Study Illinois	275.00	Publications
Invoice < \$15,000	IM*0202154	Paul M. Subia	1,066.67	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202155	Sullivan Roofing Company	1,293.00	Maintenance Supplies
Invoice < \$15,000	IM*0202156	Bojan Tadic	212.53	Funds Held in Custody of Other
Invoice < \$15,000	IM*0202157	Talent International Promotion	20.00	Art Center Deposit Liability
Invoice < \$15,000	IM*0202158	Louise C. Tannura	700.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202159	Technology Center of Dupage	4,583.33	Rental Facility
Invoice < \$15,000	IM*0202160	Telesource Services, Inc.	95.00	IT Maintenance Services
Invoice < \$15,000	IM*0202161	Terrace Supply Company	97.16	Instructional Supplies
Invoice < \$15,000	IM*0202162	TLO (The Last One)	50.00	Maintenance Services Expense
Invoice < \$15,000	IM*0202163	Transtar	743.64	Instructional Supplies
Invoice < \$15,000	IM*0202164	Travelport	300.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202165	William Treloar	482.03	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202166	The Treudt Corporation	36.00	Advertising Expense
Invoice < \$15,000	IM*0202167	Tri Dim Filter Corporation	2,253.00	Maintenance Supplies
Invoice < \$15,000	IM*0202168	Two-Key Corporate Systems, Inc.	546.75	Instructional Service Contribution
Invoice < \$15,000	IM*0202169	U.S. Food Service	4,603.17	Instructional Supplies
Invoice < \$15,000	IM*0202170	United Stations Radio Networks	300.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202171	University of Georgia	2,900.00	Instructional Supplies
Invoice < \$15,000	IM*0202172	UPS	1,199.47	Postage
Invoice < \$15,000	IM*0202173	Reiner Utria	600.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202174	Vans Floral Products	1,027.56	Instructional Supplies
Invoice < \$15,000	IM*0202175	Varidesk LLC	375.00	Office Supplies
Invoice < \$15,000	IM*0202176	Sal Vasta	150.00	Consultants Expense
Invoice < \$15,000	IM*0202177	Vertiv Operating Company	893.20	Office Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0202178	VFJ Enterprises, Inc.	400.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0202179	VFJ Enterprises, Inc.	190.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0202180	Village of Carol Stream	74.76	Water - Sewage Expense
Invoice < \$15,000	IM*0202181	Vinayaka Hospitality Lisle LLC D/B/A Sheraton Lisle Hotel	197.58	Funds Held in Custody of Other
Invoice < \$15,000	IM*0202182	William Vincent	180.00	Consultants Expense
Invoice < \$15,000	IM*0202183	William Vincent	180.00	Consultants Expense
Invoice < \$15,000	IM*0202184	VWR Funding, Inc. D/B/A Sargent Welch	14,922.92	Other supplies
Invoice < \$15,000	IM*0202185	Judith B. Wagner	400.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202186	John A. Wantz	460.72	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202187	Michael K. Ward	600.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202188	Wards Natural Science Est., LLC	889.92	Instructional Supplies
Invoice < \$15,000	IM*0202189	Wards Natural Science Est., LLC	80.93	Instructional Supplies
Invoice < \$15,000	IM*0202190	Waste Management of IL-West	198.75	Refuse Disposal Expense
Invoice < \$15,000	IM*0202191	Watertronics	600.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0202192	Welding Material Sales	488.10	Instructional Supplies
Invoice < \$15,000	IM*0202193	Courtney E. Wells	250.00	Misc Awards (1099)
Invoice < \$15,000	IM*0202194	Ashley M. Wessel	350.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0202195	West & Sons Towing, Inc.	125.00	Maintenance Services Expense
Invoice < \$15,000	IM*0202196	West Suburban Travelers	909.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0202197	Wheaton Chamber of Commerce	25.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0202198	Wilkens Anderson	264.00	Instructional Supplies
Invoice < \$15,000	IM*0202199	Nathaniel Williams	525.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202200	Wilson Sporting Goods	732.00	Non-Capital equipment
Invoice < \$15,000	IM*0202201	Wm. F. Meyer Company	123.57	Maintenance Supplies
Invoice < \$15,000	IM*0202202	Brandon H. Wood	259.10	Recruitment Expense
Invoice < \$15,000	IM*0202203	Xerox Corporation	13,585.53	Rental - Equipment
Invoice < \$15,000	IM*0202204	Xpressmyself.com LLC	822.92	Maintenance Supplies
Invoice < \$15,000	IM*0202205	Yankee Book Peddler, Inc.	13,008.73	Books and Binding Costs
Invoice < \$15,000	IM*0202206	Jim Zalud	1,250.00	Instructional Service Contribution
Invoice < \$15,000	IM*0202207	Zehnder Communications, Inc.	5,381.85	Advertising Expense
Invoice < \$15,000	IM*0202208	Mark Zeitler	360.00	Consultants Expense
Invoice < \$15,000	IM*0202256	Benedictine University	10,642.00	Art Center Deposit Liability
Invoice < \$15,000	IM*0202257	Carole F. Dobbie	1,733.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*0202258	VWR Funding, Inc. D/B/A Sargent Welch	7,103.32	Instructional Supplies
Invoice < \$15,000	IM*0202259	Xerox Corporation	13,612.38	Rental - Equipment
Invoice < \$15,000	IM*0202271	College of DuPage	752.14	Instructional Supplies
Invoice < \$15,000	IM*0203213	Reserve Account	10,000.00	Pitney Bowes Prepaid
Invoice < \$15,000	IM*0203217	Guardian-Appleton	4,950.95	Vision/Dental HMO Premiums
Invoice < \$15,000	IM*0203218	Ali N. Al Farouqi	72.57	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203219	Association of Governing Boards	2,900.00	Dues
Invoice < \$15,000	IM*0203220	Hootsuite Media Inc.	1,850.00	Tuition Reimbursement-Classified
Invoice < \$15,000	IM*0203221	Blatt, Hasenmiller, Leibsher, Moore, LLC	218.04	Wage Assignments
Invoice < \$15,000	IM*0203222	Education Loan - AES PHEAA	87.25	Wage Assignments
Invoice < \$15,000	IM*0203223	GC Services, Limited Partnership	173.54	Wage Assignments
Invoice < \$15,000	IM*0203224	Great Lakes Higher Education Guaranty Corporation	682.40	Wage Assignments
Invoice < \$15,000	IM*0203225	International Union of Operating Engineers	588.14	Professional Dues
Invoice < \$15,000	IM*0203226	Isac-Student Loan	202.28	Wage Assignments
Invoice < \$15,000	IM*0203227	Isac-Student Loan	189.77	Wage Assignments
Invoice < \$15,000	IM*0203228	Marilyn O. Marshall	1,329.69	Wage Assignments
Invoice < \$15,000	IM*0203229	Michigan State Disbursement Unit (misdu)	368.97	Wage Assignments
Invoice < \$15,000	IM*0203230	Office of Glenn B. Stearns	752.31	Wage Assignments
Invoice < \$15,000	IM*0203231	Pennsylvania SCDU	542.39	Wage Assignments

D. All Disbursements Excluding Payroll  
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ACCOUNTS PAYABLE AND PAYROLL REPORT  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0203232	State Disbursement Unit	3,793.70	Wage Assignments
Invoice < \$15,000	IM*0203233	U.S. Department of Education	146.56	Wage Assignments
Invoice < \$15,000	IM*0203234	WI SCTF	507.69	Wage Assignments
Invoice < \$15,000	IM*0203237	College of DuPage	39.70	Instructional Supplies
Invoice < \$15,000	IM*0203274	Dupage County Collector	7,517.46	Other Fixed Charges Expense
Invoice < \$15,000	IM*0203275	ComEd/Commonwealth Edison-Carol Stream	138.19	Electricity Expense
Invoice < \$15,000	IM*0203276	Sally Beauty Supply	508.34	Instructional Supplies
Invoice < \$15,000	IM*0203277	Sprint	92.28	Telephone Expense
Invoice < \$15,000	IM*0203278	Sprint-London KY	73.04	Telephone Expense
Invoice < \$15,000	IM*0203279	Verizon Wireless	523.44	Maintenance Supplies
Invoice < \$15,000	IM*0203280	Village of Carol Stream	64.81	Water - Sewage Expense
Invoice < \$15,000	IM*0203281	VWR Funding, Inc. D/B/A Sargent Welch	8,720.27	Other supplies
Invoice < \$15,000	IM*0203282	Waste Management of IL-West	10,665.10	Refuse Disposal Expense
Invoice < \$15,000	IM*0203283	MATI Coffee	1,648.02	Maintenance Services Expense
Invoice < \$15,000	IM*0203285	Dave & Busters Inc.	498.71	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203378	Office Depot	6,631.59	Office Supplies
Invoice < \$15,000	IM*0203383	Breakthru Beverage Illinois, LLC	1,368.00	Purchase for Resale
Invoice < \$15,000	IM*0203384	Village of Glen Ellyn	383.70	Hotel/Motel Tax
Invoice < \$15,000	IM*0203388	Carol Stream Postmaster	6,440.00	Postage
Invoice < \$15,000	IM*0203389	AT&T - Carol Stream	1,849.01	Telephone Expense
Invoice < \$15,000	IM*0203390	AT&T - Carol Stream	2,330.44	Telephone Expense
Invoice < \$15,000	IM*0203391	AT&T - Carol Stream	1,705.28	Telephone Expense
Invoice < \$15,000	IM*0203392	AT&T - Carol Stream	188.51	Telephone Expense
Invoice < \$15,000	IM*0203393	AT&T Mobility	265.21	Cell Phone Allowance
Invoice < \$15,000	IM*0203394	AT&T Teleconferences Services	4,760.73	Telephone Expense
Invoice < \$15,000	IM*0203396	Robert C. Dickeson	6,720.86	Other Contractual Services Expense
Invoice < \$15,000	IM*0203397	Schiff Hardin LLP	13,175.06	Legal Services Expense
Invoice < \$15,000	IM*0203398	Belgio's Catering	424.33	Other Conference & Meeting Expense
Invoice < \$15,000	IM*0203529	College Source Inc.	1,598.00	Tuition Reimbursement-Classified
Invoice < \$15,000	IM*0203530	DuPage County	2,200.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203531	3M Library Systems	4,866.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203532	4 Imprint, Inc.	2,097.33	Other Conference & Meeting Expense
Invoice < \$15,000	IM*0203533	962-Praxair Distribution Inc.	10,417.07	Equipment - Instructional
Invoice < \$15,000	IM*0203534	Jonathan B. Abarbanel	50.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203535	ABC-CLIO, Inc.	317.14	Books and Binding Costs
Invoice < \$15,000	IM*0203536	Accurate Document Destruction, Inc.	177.94	Refuse Disposal Expense
Invoice < \$15,000	IM*0203537	Addison Public Library	3,250.00	Advertising Expense
Invoice < \$15,000	IM*0203538	Advance Auto Parts	532.14	Instructional Supplies
Invoice < \$15,000	IM*0203539	Advantage Team Sales Group	487.50	Other Contractual Services Expense
Invoice < \$15,000	IM*0203540	Advertising Age	109.00	Publications
Invoice < \$15,000	IM*0203541	Adweek Media	79.00	Publications
Invoice < \$15,000	IM*0203542	Airgas North Central-Illinois	68.51	Maintenance Services Expense
Invoice < \$15,000	IM*0203543	Mohamad Motaz Al Samman	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203544	Alibris	350.60	Books and Binding Costs
Invoice < \$15,000	IM*0203545	Thomas R. Almassey	80.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203546	Alphagraphics-Wheaton	404.38	Maintenance Supplies
Invoice < \$15,000	IM*0203547	Amazon	4,811.63	Books and Binding Costs
Invoice < \$15,000	IM*0203549	American English, LLC	2,500.00	Prepaid Expenses
Invoice < \$15,000	IM*0203550	American Public Media	55.84	Other Contractual Services Expense
Invoice < \$15,000	IM*0203551	American Welding Society	1,250.00	Books and Binding Costs
Invoice < \$15,000	IM*0203552	Aramark Uniform Services	447.26	Instructional Service Contribution
Invoice < \$15,000	IM*0203553	Ascend Learning Holdings, LLC	153.27	Books and Binding Costs



D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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Invoice < \$15,000	IM*0203554	Association for Experiential Education	295.00	Dues
Invoice < \$15,000	IM*0203555	AT&T - Carol Stream	80.68	Telephone Expense
Invoice < \$15,000	IM*0203556	AT&T Mobility	282.34	Other Contractual Services Expense
Invoice < \$15,000	IM*0203557	Samantha Attaguile	400.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203558	B. Karnes Books, Inc.	148.00	Books and Binding Costs
Invoice < \$15,000	IM*0203559	Baker & Taylor Books	340.80	Books and Binding Costs
Invoice < \$15,000	IM*0203560	Banc Certified Merchant Services	96.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203561	Barbizon Light of New England, Inc.	879.42	Equip < \$2,500 per item
Invoice < \$15,000	IM*0203562	John S. Barnacle	448.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203563	Benco Dental Company	2,146.75	Instructional Supplies
Invoice < \$15,000	IM*0203564	BHFX Digital Imaging	393.85	Office Supplies
Invoice < \$15,000	IM*0203565	Bill Doran Company	663.66	Instructional Supplies
Invoice < \$15,000	IM*0203566	Mesha Blackwell	203.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203567	Blooming Color Inc.	2,410.00	Printing Expense
Invoice < \$15,000	IM*0203568	Heather Boehm	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203569	Gary P. Bohringer	150.00	Consultants Expense
Invoice < \$15,000	IM*0203570	Karen F. Bojnansky	14.95	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203571	Collin Boltz	320.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203572	James F. Bond-Harris	380.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203573	Brick Wall Inc.	158.63	Instructional Supplies
Invoice < \$15,000	IM*0203574	Brink's, Inc.	86.33	Financial Charges & Adjustment
Invoice < \$15,000	IM*0203575	Colton C. Brucks	9.49	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203576	Brunswick Corporation D/B/A Life Fitness	4,200.72	Non-Capital equipment
Invoice < \$15,000	IM*0203577	Eleanor R. Buettner	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203578	Buikema's Ace Hardware	420.01	Other supplies
Invoice < \$15,000	IM*0203579	Bumper to Bumper	455.01	Instructional Supplies
Invoice < \$15,000	IM*0203580	Cambridge Educational	147.51	Instructional Supplies
Invoice < \$15,000	IM*0203581	Gary Caprio	150.00	Consultants Expense
Invoice < \$15,000	IM*0203582	Carol Stream Chamber of Commerce	245.00	Dues
Invoice < \$15,000	IM*0203583	Carol Stream Fire Protection District	800.00	Rental Facility
Invoice < \$15,000	IM*0203584	Julie Carson	1,100.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203585	Melissa Celis	120.00	Office Services Expense
Invoice < \$15,000	IM*0203586	Cengage/Course Technology	73.32	Books and Binding Costs
Invoice < \$15,000	IM*0203587	Channing L. Bete Company, Inc.	350.98	Instructional Supplies
Invoice < \$15,000	IM*0203588	Chase - JPMorgan Chase Bank	22.86	Office Supplies
Invoice < \$15,000	IM*0203589	Chicago Game & Gourmet	234.66	Instructional Supplies
Invoice < \$15,000	IM*0203590	Chicago Suburban Express	50.89	Instructional Supplies
Invoice < \$15,000	IM*0203591	Cintas - Romeoville	100.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203592	Claridge Products	1,101.79	Instructional Supplies
Invoice < \$15,000	IM*0203593	Clark Security Products	629.42	Maintenance Supplies
Invoice < \$15,000	IM*0203594	College of Dupage Foundation	5,000.00	US Bank Licensing Revenue
Invoice < \$15,000	IM*0203595	ComEd/Commonwealth Edison-Carol Stream	487.02	Electricity Expense
Invoice < \$15,000	IM*0203596	Commission on Accreditation of Allied Health Education Progra	750.00	Dues
Invoice < \$15,000	IM*0203597	Conserv FS	181.60	Maintenance Supplies
Invoice < \$15,000	IM*0203598	William Cooley	125.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203599	Timothy C. Coolidge	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203600	Jon Corchin	300.00	Consultants Expense
Invoice < \$15,000	IM*0203601	County of Kane	202.50	Other IL Governmental Sources
Invoice < \$15,000	IM*0203602	CSHSE-Council for Standards in Human Service Education	500.00	Dues
Invoice < \$15,000	IM*0203603	Cynmar, LLC	989.17	Instructional Supplies
Invoice < \$15,000	IM*0203604	Daily Herald	166.40	Publications
Invoice < \$15,000	IM*0203605	Daily Herald	1,500.00	Advertising Expense



D. All Disbursements Excluding Payroll  
College of DuPage  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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Invoice < \$15,000	IM*0203606	Meghan E. Daly	100.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203607	Datawatch Corporation Inc.	921.85	Audio/Visual Materials
Invoice < \$15,000	IM*0203608	Robert De Leonardis	300.00	Consultants Expense
Invoice < \$15,000	IM*0203609	Andrea Deline	260.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203610	Department of Veterans Affairs	268.00	Other Federal Government Sources
Invoice < \$15,000	IM*0203611	Department of Veterans Affairs	135.00	Other Federal Government Sources
Invoice < \$15,000	IM*0203612	Department of Human Services	30.00	Grant Revenue Receivable
Invoice < \$15,000	IM*0203613	Dick Pond Athletics	202.00	Office Supplies
Invoice < \$15,000	IM*0203614	Daniel Diombala	110.00	Consultants Expense
Invoice < \$15,000	IM*0203615	Discmakers	1,018.00	Audio/Visual Materials
Invoice < \$15,000	IM*0203616	Ecolab	216.77	Maintenance Supplies
Invoice < \$15,000	IM*0203617	Ecolab	1,879.32	Maintenance Supplies
Invoice < \$15,000	IM*0203618	Ecolab	756.27	Instructional Supplies
Invoice < \$15,000	IM*0203619	Ecolab Equipment Care	87.90	Maintenance Services Expense
Invoice < \$15,000	IM*0203620	Edward Don & Company	1,083.26	Instructional Supplies
Invoice < \$15,000	IM*0203621	Electrical North, Inc.	1,160.00	Maintenance Supplies
Invoice < \$15,000	IM*0203622	Elivate	224.91	Instructional Supplies
Invoice < \$15,000	IM*0203623	Catherine V. Elliott	252.00	Office Services Expense
Invoice < \$15,000	IM*0203624	Ellman's Music Center Inc.	603.80	Instructional Supplies
Invoice < \$15,000	IM*0203625	Elsevier	231.54	Books and Binding Costs
Invoice < \$15,000	IM*0203626	Elsevier, Inc.	8,845.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203627	Elsevier, Inc.	75.16	Instructional Supplies
Invoice < \$15,000	IM*0203628	Engineering Resource	6,600.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203629	Enterprise Holdings	2,736.66	Travel - Out of State
Invoice < \$15,000	IM*0203630	Esco Institute Ltd.	625.00	Instructional Supplies
Invoice < \$15,000	IM*0203631	Evviva	1,729.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203632	Exchange Club Charitable Organization	2,000.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203633	Ferguson Enterprises, Inc. d/b/a Ferguson Heating & Cooling	439.48	Maintenance Supplies
Invoice < \$15,000	IM*0203634	Margaret Fiorito	333.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203635	Fisher Scientific Company	8,650.98	Instructional Supplies
Invoice < \$15,000	IM*0203636	Flinn Scientific	625.31	Instructional Supplies
Invoice < \$15,000	IM*0203637	Follett's College of DuPage	460.08	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203638	Follett's College of DuPage	19.48	Instructional Supplies
Invoice < \$15,000	IM*0203639	Mark E. Foss	1,172.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203640	Frankfort Fire Protection District	800.00	Rental Facility
Invoice < \$15,000	IM*0203641	Free Lance Sales D/B/A FLS Banners	3,443.94	Office Supplies
Invoice < \$15,000	IM*0203642	Fry's Electronics, Inc.	411.50	Instructional Supplies
Invoice < \$15,000	IM*0203643	Gale Cengage Learning	426.00	Books and Binding Costs
Invoice < \$15,000	IM*0203644	Mara B. Gallagher	373.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203645	Uuganzaya Gantulga	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203646	Ashley A. Gardner	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203647	Francesca R. Garippo	82.52	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203648	Patricia Garvey	363.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203649	GE Zenith Controls	828.00	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0203650	Geese Police	750.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203651	Susan N. Gelsomino	353.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203652	Glen Ellyn Park District	250.00	Advertising Expense
Invoice < \$15,000	IM*0203653	Glenbard Electric Supply Company	214.50	Maintenance Supplies
Invoice < \$15,000	IM*0203654	Irvin A. Gonzalez	25.47	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203655	Reneice M. Gorrell	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203656	David M. Govertsen	400.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203657	Graphic Chemical & Ink Company	116.19	Instructional Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0203658	Graphic Edge	1,049.65	Other Materials & Supplies Expense
Invoice < \$15,000	IM*0203659	Great Lakes Advisors, LLC	7,989.22	Other Contractual Services Expense
Invoice < \$15,000	IM*0203660	Greenhouse A-Fex Company	516.00	Maintenance Services Expense
Invoice < \$15,000	IM*0203661	Grey House Publication	93.86	Books and Binding Costs
Invoice < \$15,000	IM*0203662	Grey House Publication	178.50	Books and Binding Costs
Invoice < \$15,000	IM*0203663	H-O-H Water Technology Inc.	1,842.50	Maintenance Supplies
Invoice < \$15,000	IM*0203664	Joseph M. Hannigan	450.00	Consultants Expense
Invoice < \$15,000	IM*0203665	Rafia Hasan	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203666	Henry Schein	10,895.70	Instructional Supplies
Invoice < \$15,000	IM*0203668	Herff Jones, Inc.	4,590.00	Printing Expense
Invoice < \$15,000	IM*0203669	Home Depot - Downers Grove	198.00	Instructional Supplies
Invoice < \$15,000	IM*0203670	Houghton Mifflin Harcourt	443.93	Instructional Supplies
Invoice < \$15,000	IM*0203671	Tien-Hui Huang	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203672	IL Educational Labor	477.50	Grant Revenue Receivable
Invoice < \$15,000	IM*0203673	Illinois Community College Trustees Association	2,000.00	Dues
Invoice < \$15,000	IM*0203674	Indian Boundary YMCA	232.00	Travel - Out of State
Invoice < \$15,000	IM*0203675	Infobase Publishing	145.48	Books and Binding Costs
Invoice < \$15,000	IM*0203676	Infobase Publishing	363.69	Books and Binding Costs
Invoice < \$15,000	IM*0203677	Integrated Lakes Management	2,404.70	Other Contractual Services Expense
Invoice < \$15,000	IM*0203678	Iron Mountain Off Site Data	246.08	IT Maintenance Services
Invoice < \$15,000	IM*0203679	J.J. Keller & Associates Inc.	646.16	Equipment - Instructional
Invoice < \$15,000	IM*0203680	Jake the Striper	455.00	Vehicle Usage Expense
Invoice < \$15,000	IM*0203681	Jakprints	77.20	Office Supplies
Invoice < \$15,000	IM*0203682	Jameco Electronics	403.68	Instructional Supplies
Invoice < \$15,000	IM*0203683	JanWay Company USA, Inc.	257.18	Instructional Supplies
Invoice < \$15,000	IM*0203684	JCK Contractors Inc.	448.00	Maintenance Supplies
Invoice < \$15,000	IM*0203685	JKR Holdings Inc.	489.30	Maintenance Services Expense
Invoice < \$15,000	IM*0203686	James R. Jones	200.00	Consultants Expense
Invoice < \$15,000	IM*0203687	James R. Jones	150.00	Consultants Expense
Invoice < \$15,000	IM*0203688	JSQ Fund I LLC	412.50	Rental Facility
Invoice < \$15,000	IM*0203689	Muhammad Z. Khan	702.31	Recruitment Expense
Invoice < \$15,000	IM*0203690	Kiesler's Police Supply, Inc.	13,716.04	Other supplies
Invoice < \$15,000	IM*0203691	Ruth Kleiman	50.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203692	Knightsbridge Global Ltd	192.00	Instructional Supplies
Invoice < \$15,000	IM*0203693	Krage's Tire Centers Inc.	165.90	Instructional Supplies
Invoice < \$15,000	IM*0203694	Aleksandra Krasowska	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203695	Jaina Krueger	595.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203696	Michael P. Kuban	896.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203697	Daniel Kwok	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203698	Kyle Flens	125.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203699	Laerdal Medical Corporation	267.50	Instructional Supplies
Invoice < \$15,000	IM*0203700	Learning Resources Network Inc.	745.00	Tuition Reimbursement-Classified
Invoice < \$15,000	IM*0203701	Learning Zone Express	90.90	Books and Binding Costs
Invoice < \$15,000	IM*0203702	Michele G. Lekas	843.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203703	Len's Ace Hardware-Glen Ellyn	222.73	Maintenance Supplies
Invoice < \$15,000	IM*0203704	The Lincoln Electric Company	1,105.70	Instructional Supplies
Invoice < \$15,000	IM*0203705	Lippincott Williams & Wilkin	75.80	Books and Binding Costs
Invoice < \$15,000	IM*0203706	Lisle-Woodridge Fire District	200.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0203707	Logisoft Computer Products	183.00	Instructional Supplies
Invoice < \$15,000	IM*0203708	Jenny M. Mancilla	107.98	Travel - In Dist / In State
Invoice < \$15,000	IM*0203709	Marianjoy Rehabilitation Hospital & Clinics Inc.	11,440.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203710	Tom Marker	1,100.00	Other Contractual Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0203711	Mathews Medical and Scientific Books, Inc.	52.50	Books and Binding Costs
Invoice < \$15,000	IM*0203712	McKesson General Medical Corporation	979.62	Instructional Supplies
Invoice < \$15,000	IM*0203713	McMaster Carr Supply	1,979.94	Instructional Supplies
Invoice < \$15,000	IM*0203714	Daniel R. Medema	300.00	Consultants Expense
Invoice < \$15,000	IM*0203715	Medical Consulting & Solutions, Inc.	1,000.00	Maintenance Services Expense
Invoice < \$15,000	IM*0203716	Medline Industries	3,738.44	Equip < \$2,500 per item
Invoice < \$15,000	IM*0203717	John T. Merkle	100.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203718	Metro Professional Products, Inc.	5,252.37	Maintenance Supplies
Invoice < \$15,000	IM*0203719	Mi-Box	99.00	Rental Facility
Invoice < \$15,000	IM*0203720	Michel, LLC	11,983.42	Equipment - Instructional
Invoice < \$15,000	IM*0203722	Midwest Jr. Volleyball Inc.	1,650.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203723	Midwest Tape LLC	394.88	Books and Binding Costs
Invoice < \$15,000	IM*0203724	Grace A. Miller	100.98	Travel - In Dist / In State
Invoice < \$15,000	IM*0203725	Minitex	370.00	Office Supplies
Invoice < \$15,000	IM*0203726	Mirion Technologies (Global Dosimetry)	189.25	Instructional Supplies
Invoice < \$15,000	IM*0203727	Anne Monson	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203728	Moore Medical Corporation	424.00	Instructional Supplies
Invoice < \$15,000	IM*0203729	Jean M. Morris	18.99	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203730	Motion Industries	417.48	Maintenance Supplies
Invoice < \$15,000	IM*0203731	MSC Industrial Supply	5,583.77	Instructional Supplies
Invoice < \$15,000	IM*0203732	Daniel Mundorf	200.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203733	William Mushrush	450.00	Consultants Expense
Invoice < \$15,000	IM*0203734	Nasco	156.56	Instructional Supplies
Invoice < \$15,000	IM*0203735	Emily Nash	143.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203736	National Career Development Association	35.00	Books and Binding Costs
Invoice < \$15,000	IM*0203737	National Service Trust/CNCS	1,465.00	Grant Revenue Receivable
Invoice < \$15,000	IM*0203738	Naxos of America, Inc.	43.52	Advertising Expense
Invoice < \$15,000	IM*0203739	NCTA-National College Testing	250.00	Dues
Invoice < \$15,000	IM*0203740	Neher Electric	358.50	Maintenance Supplies
Invoice < \$15,000	IM*0203741	NEMRT	35.00	Recruitment Expense
Invoice < \$15,000	IM*0203742	Sonia Nevarez	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203743	New Readers Press	1,839.60	Instructional Supplies
Invoice < \$15,000	IM*0203744	Newark Electronics	24.38	IT Maintenance Services
Invoice < \$15,000	IM*0203745	NILRC	3,900.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203746	Northern Illinois University	1,050.80	Advertising Expense
Invoice < \$15,000	IM*0203747	Beth A. Novak	370.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203748	Office Depot	3,052.46	Office Supplies
Invoice < \$15,000	IM*0203752	Office Images, Inc.	124.75	Instructional Supplies
Invoice < \$15,000	IM*0203753	Sarah E. Olson	250.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203754	Omnigraphics Inc.	163.70	Books and Binding Costs
Invoice < \$15,000	IM*0203755	Omnigraphics Inc.	81.85	Books and Binding Costs
Invoice < \$15,000	IM*0203756	Orkin Pest Control	1,223.04	Custodial Services
Invoice < \$15,000	IM*0203757	P&G Oral Health	1,150.44	Instructional Supplies
Invoice < \$15,000	IM*0203758	PACHS II/Cadence Occupational Health	2,790.71	Instructional Service Contribution
Invoice < \$15,000	IM*0203759	Padding Experts Inc.	2,940.00	Equipment - Instructional
Invoice < \$15,000	IM*0203760	Patten Caterpillar	1,998.48	Repair Material & Supplies
Invoice < \$15,000	IM*0203761	David R. Payne	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203762	Pearson Education, Inc.	147.32	Books and Binding Costs
Invoice < \$15,000	IM*0203763	Kimberly A. Peluso	448.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203764	Jason A. Pena	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203765	Penske Truck Rental-Downers Grove	292.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203766	Pepsi Purchases	664.65	Instructional Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
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ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0203767	Ana B. Peregrina Calva	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203768	Phi Theta Kappa Honor Society-MS	7,963.50	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203769	Phi Theta Kappa Society	390.00	Travel - In Dist / In State
Invoice < \$15,000	IM*0203770	Phillips Flowers & Gifts	110.95	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203771	PlasmaCAM Inc.	2,321.40	Equipment - Instructional
Invoice < \$15,000	IM*0203772	Playbox Technology USA, LLC	1,399.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203773	Plural Publishing	142.45	Books and Binding Costs
Invoice < \$15,000	IM*0203774	Police Law Institute	2,304.00	Other supplies
Invoice < \$15,000	IM*0203775	Porter Pipe & Supply Company	575.90	Maintenance Supplies
Invoice < \$15,000	IM*0203776	Power Systems	701.58	Office Supplies
Invoice < \$15,000	IM*0203777	Praxair/Gas Tech	1,059.04	Instructional Supplies
Invoice < \$15,000	IM*0203778	Presbytery of Blackhawk	3,322.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203779	PRF Graphics	42.23	Office Supplies
Invoice < \$15,000	IM*0203780	Elizabeth R. Reniche	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203781	Revere Electric Supply	2,193.63	Instructional Supplies
Invoice < \$15,000	IM*0203782	Riddell/All American Sports Company	10,216.84	Maintenance Services Expense
Invoice < \$15,000	IM*0203783	Rocky Mountain Ram, LLC	399.33	Equipment - Instructional
Invoice < \$15,000	IM*0203784	Paul G. Ross	313.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203785	Dianne Ryan	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203786	Sage Publications, Inc.	121.59	Books and Binding Costs
Invoice < \$15,000	IM*0203787	Miki Santibanez	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203788	Scent Air Technologies, Inc.	89.00	Instructional Supplies
Invoice < \$15,000	IM*0203789	Katie M. Schattke	25.00	Locker Deposits Payable
Invoice < \$15,000	IM*0203790	Chris Schnecke	268.49	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203791	Bridget D. Schultz	720.00	Advertising Expense
Invoice < \$15,000	IM*0203792	Paul Semanic	318.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203793	Sharn Anesthesia	52.00	Instructional Supplies
Invoice < \$15,000	IM*0203794	Sharp Electronics Corporation	762.14	IT Maintenance Services
Invoice < \$15,000	IM*0203795	Shaw Suburban Media Group	631.50	Advertising Expense
Invoice < \$15,000	IM*0203796	Gretchen M. Sherrell	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203797	Sherwin Williams Company	1,372.24	Maintenance Supplies
Invoice < \$15,000	IM*0203798	Sigma-Aldrich Inc.	250.58	Other supplies
Invoice < \$15,000	IM*0203799	DaLawn Simpson	144.00	Office Services Expense
Invoice < \$15,000	IM*0203800	Skeeter Kell Sporting Goods, Inc.	75.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203801	Wesley A. Skidgel	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203802	Julianne Skones	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203803	Kjell Sleipness	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203804	Kevin Smith	896.00	Instructional Service Contribution
Invoice < \$15,000	IM*0203805	Society of Diagnostic Medical Sonography	246.02	Instructional Supplies
Invoice < \$15,000	IM*0203806	Diana A. Sokolov	200.00	Student GrantsAndScholarships
Invoice < \$15,000	IM*0203807	Gary Spevak	450.00	Consultants Expense
Invoice < \$15,000	IM*0203808	Spok, Inc.	13.64	Telephone Expense
Invoice < \$15,000	IM*0203809	Springer Customer Service Center LLC	361.44	Books and Binding Costs
Invoice < \$15,000	IM*0203810	State of IL - Department of Agriculture	55.00	Instructional Supplies
Invoice < \$15,000	IM*0203811	Alec M. Steinkraus	156.10	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203812	Alec M. Steinkraus	114.46	Funds Held in Custody of Other
Invoice < \$15,000	IM*0203813	Melissa Strube	72.00	Office Services Expense
Invoice < \$15,000	IM*0203814	Silvia Suarez	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203815	Sullivan Roofing Company	1,768.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0203816	Lisa R. Taylor	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203817	Raychel A. Taylor	125.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203818	Ted's Greenhouse	6,219.54	Maintenance Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*0203819	William A. Tennant	9,450.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203820	Terrace Supply Company	92.40	Instructional Supplies
Invoice < \$15,000	IM*0203821	Thieme	106.37	Books and Binding Costs
Invoice < \$15,000	IM*0203822	Thomas Scientific	835.25	Instructional Supplies
Invoice < \$15,000	IM*0203823	Keith Tillman	225.00	Consultants Expense
Invoice < \$15,000	IM*0203824	Transtar	1,147.31	Instructional Supplies
Invoice < \$15,000	IM*0203825	Tri Dim Filter Corporation	237.84	Maintenance Supplies
Invoice < \$15,000	IM*0203826	Triton College	6,001.71	Tuition Chargeback/Contract Agreement
Invoice < \$15,000	IM*0203827	Robin S. Tryloff	100.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203828	Tungsten Capital Partners LLC D/B/A Skidmore-Wilhelm	2,766.08	Instructional Supplies
Invoice < \$15,000	IM*0203829	Glennette T. Turner	500.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203830	U. Inc. D/B/A S/P2	249.00	Publications
Invoice < \$15,000	IM*0203831	U.S. Food Service	828.39	Instructional Supplies
Invoice < \$15,000	IM*0203832	Unilock Chicago	3.00	Instructional Supplies
Invoice < \$15,000	IM*0203833	UPS	416.67	Postage
Invoice < \$15,000	IM*0203834	UPS	125.99	Other supplies
Invoice < \$15,000	IM*0203835	Mark Vargas	460.32	Recruitment Expense
Invoice < \$15,000	IM*0203836	Sal Vasta	150.00	Consultants Expense
Invoice < \$15,000	IM*0203837	Verizon Wireless	114.03	Cell Phone Allowance
Invoice < \$15,000	IM*0203838	Edward M. Voelker	150.00	Consultants Expense
Invoice < \$15,000	IM*0203839	VWR Funding, Inc. D/B/A Sargent Welch	3,484.00	Other supplies
Invoice < \$15,000	IM*0203840	Welding Material Sales	318.84	Instructional Supplies
Invoice < \$15,000	IM*0203841	Westmont Special Event Corporation	1,250.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*0203842	Kim Whun	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203843	William V. Macgill & Co. D/B/A Macgill & Company	277.40	Instructional Supplies
Invoice < \$15,000	IM*0203844	Joshua Wirt	325.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203845	Wm. F. Meyer Company	572.64	Maintenance Supplies
Invoice < \$15,000	IM*0203846	Woods & Poole Economics, Inc.	152.50	Publications
Invoice < \$15,000	IM*0203847	Yankee Book Peddler, Inc.	9,895.77	Books and Binding Costs
Invoice < \$15,000	IM*0203848	Jenwei Yu	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203849	Zehnder Communications, Inc.	14,857.50	Advertising Expense
Invoice < \$15,000	IM*0203880	Psychological Services Bureau	5,000.00	Instructional Supplies
Invoice < \$15,000	IM*0203881	Shrm-Society for Human Resource Management	190.00	Dues - Administrators
Invoice < \$15,000	IM*0203882	Gregory S. Benson	300.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203883	Bernard Carroll	300.00	Consultants Expense
Invoice < \$15,000	IM*0203884	Complete Fence	14,690.00	Facilities Maintenance Service
Invoice < \$15,000	IM*0203885	Galen Cooper	900.00	Other Contractual Services Expense
Invoice < \$15,000	IM*0203886	Carl E. Cousino	300.00	Consultants Expense
Invoice < \$15,000	IM*0203887	E-filliate Incorporated	118.93	IT Maintenance Services
Invoice < \$15,000	IM*0203888	Follett's College of DuPage	25.44	Instructional Supplies
Invoice < \$15,000	IM*0203889	Fotronic Corporation	9,356.73	Equip < \$2,500 per item
Invoice < \$15,000	IM*0203890	Gravograph-New Hermes	107.60	Office Supplies
Invoice < \$15,000	IM*0203891	Blatt, Hasenmiller, Leibsher, Moore, LLC	218.04	Wage Assignments
Invoice < \$15,000	IM*0203892	Education Loan - AES PHEAA	87.25	Wage Assignments
Invoice < \$15,000	IM*0203893	GC Services, Limited Partnership	173.54	Wage Assignments
Invoice < \$15,000	IM*0203894	International Union of Operating Engineers	588.14	Professional Dues
Invoice < \$15,000	IM*0203895	Isac-Student Loan	131.49	Wage Assignments
Invoice < \$15,000	IM*0203896	Isac-Student Loan	189.77	Wage Assignments
Invoice < \$15,000	IM*0203897	Marilyn O. Marshall	1,329.69	Wage Assignments
Invoice < \$15,000	IM*0203898	Michigan State Disbursement Unit (misdu)	368.97	Wage Assignments
Invoice < \$15,000	IM*0203899	Office of Glenn B. Stearns	752.31	Wage Assignments
Invoice < \$15,000	IM*0203900	Pennsylvania SCDU	542.39	Wage Assignments

D. All Disbursements Excluding Payroll  
College of DuPage  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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Invoice < \$15,000	IM*0203901	State Disbursement Unit	3,754.01	Wage Assignments
Invoice < \$15,000	IM*0203902	U.S. Department of Education	146.56	Wage Assignments
Invoice < \$15,000	IM*0203903	WI SCTF	507.69	Wage Assignments
Invoice < \$15,000	IM*0203904	David M. Victor	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*0203922	College of DuPage	361.16	Instructional Supplies
Invoice < \$15,000	IM*A476	Illinois Department of Revenue	2,841.00	Sales Tax
Invoice < \$15,000	IM*A477	Illinois Department of Revenue	449.15	Hotel/Motel Tax
Invoice < \$15,000	IM*W425	Cafe Britt	879.00	International Travel
Invoice < \$15,000	IM*W427	Jardines de la Catarate, SA	1,404.39	International Travel
Invoice < \$15,000	IM*W428	Rodavias Costarricences ROVICSA S.A.	3,700.00	International Travel
Invoice < \$15,000	IM*W429	Viajes y Turismo Ticonatural S.A.	4,835.00	International Travel
Invoice < \$15,000	IM*W433	Hotel Los Lagos Spa & Resort	5,764.00	International Travel
Invoice < \$15,000	IM*W434	Oriental Legend Travel Service Limited	3,650.00	International Travel
Invoice < \$15,000	IM*W435	Chaa Creek Ltd.	5,867.20	International Travel
Invoice < \$15,000	IM*E0054260	Allan B. Carter	525.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*E0054261	Sandra E. Geis	800.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*E0054262	Kirsten T. O'Donnell	150.00	Consultants Expense
Invoice < \$15,000	IM*E0054263	Press Photography Network	1,906.25	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054264	Patricia A. Spencer	700.00	Retiree Healthcare Payments
Invoice < \$15,000	IM*E0054265	Catherine M. Stablein	733.33	Retiree Healthcare Payments
Invoice < \$15,000	IM*E0054266	John A. Tovar	300.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054267	Access Data Corporation	2,500.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054268	ACT, Inc.	400.50	Instructional Supplies
Invoice < \$15,000	IM*E0054269	Advanced Technologies Consultants, Inc.	3,040.00	Instructional Supplies
Invoice < \$15,000	IM*E0054270	Airgas, Inc.	211.50	Instructional Supplies
Invoice < \$15,000	IM*E0054271	Alpha Beta Gamma	1,092.00	Funds Held in Custody of Others
Invoice < \$15,000	IM*E0054272	Automotive Electronics Service	699.40	Instructional Supplies
Invoice < \$15,000	IM*E0054273	Bell CDL Enterprises, Inc.	3,513.68	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054274	Blick Art Materials	26.25	Instructional Supplies
Invoice < \$15,000	IM*E0054275	Carol Fox & Associates	9,450.00	Advertising Expense
Invoice < \$15,000	IM*E0054276	Carrillo Photo	1,200.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054277	Chicagoland Beverage Company	269.52	Instructional Supplies
Invoice < \$15,000	IM*E0054278	Christopher Glass & Aluminum Inc.	850.00	Building Remodeling Expense
Invoice < \$15,000	IM*E0054279	Community Products LLC	905.00	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054280	Computer Discount Warehouse	2,284.46	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054281	Consumers Packing Company	1,881.21	Instructional Supplies
Invoice < \$15,000	IM*E0054282	Denoyer-Geppert	3,250.00	Instructional Supplies
Invoice < \$15,000	IM*E0054283	Dentserve	504.09	Instructional Supplies
Invoice < \$15,000	IM*E0054284	Edward Hospital & Health Services	1,063.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054285	Equipment Depot	175.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054286	Forestry Suppliers, Inc.	385.50	Instructional Supplies
Invoice < \$15,000	IM*E0054287	Fortune Fish Company	1,039.85	Instructional Supplies
Invoice < \$15,000	IM*E0054288	Full Compass Systems, Ltd	1,024.12	Audio/Visual Materials
Invoice < \$15,000	IM*E0054289	Grainger - Downers Grove	888.44	Maintenance Supplies
Invoice < \$15,000	IM*E0054290	Great Lakes Clay Company	10.98	Instructional Supplies
Invoice < \$15,000	IM*E0054291	Heritage FS Inc.	312.95	Instructional Service Contribution
Invoice < \$15,000	IM*E0054292	House of Doors, Inc.	561.51	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054293	I Have Bean	526.20	Instructional Supplies
Invoice < \$15,000	IM*E0054294	Illinois Power Marketing D/B/A Homefield Energy	2,485.71	Electricity Expense
Invoice < \$15,000	IM*E0054295	Infinity Transportation Management, LLC	5,355.50	Travel - In Dist / In State
Invoice < \$15,000	IM*E0054296	Interiors for Business, Inc.	5,803.60	Equipment - Office
Invoice < \$15,000	IM*E0054297	JC Licht	61.36	Maintenance Supplies



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054298	JMA Construction Inc.	850.00	Building Remodeling Expense
Invoice < \$15,000	IM*E0054299	Johnson Health Tech NA dba Matrix Fitness	1,685.00	Office Supplies
Invoice < \$15,000	IM*E0054300	Kilgore International	3,018.10	Instructional Supplies
Invoice < \$15,000	IM*E0054301	The Kuchuris Group	875.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054302	Landscape Depot	849.94	Maintenance Services Expense
Invoice < \$15,000	IM*E0054303	Len's Ace Hardware Inc.	8.07	Other supplies
Invoice < \$15,000	IM*E0054304	Media Resources, Inc.	224.20	IT Maintenance Services
Invoice < \$15,000	IM*E0054305	Merrimac Solutions, Inc.	2,004.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054306	Mickey's Linens	416.44	Instructional Supplies
Invoice < \$15,000	IM*E0054307	Midwest Computer Supply	898.52	IT Maintenance Services
Invoice < \$15,000	IM*E0054308	Midwest Groundcovers	193.50	Maintenance Supplies
Invoice < \$15,000	IM*E0054309	Midwest Imports	485.17	Instructional Supplies
Invoice < \$15,000	IM*E0054310	Mouser Electronics	690.98	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054311	NAPA Auto Parts - Glen Ellyn	35.67	Purchase for Resale
Invoice < \$15,000	IM*E0054312	Naperville Chamber of Commerce	50.25	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054313	National Seed	237.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054314	Neuco	170.92	Maintenance Supplies
Invoice < \$15,000	IM*E0054315	North Light Color	297.00	Office Supplies
Invoice < \$15,000	IM*E0054316	Oriental Trading Company	358.18	Advertising Expense
Invoice < \$15,000	IM*E0054317	Paragon Development Systems Inc.	4,500.00	IT Maintenance Services
Invoice < \$15,000	IM*E0054318	Pocket Nurse	227.10	Instructional Supplies
Invoice < \$15,000	IM*E0054319	Proforma Premiums	2,115.51	Office Supplies
Invoice < \$15,000	IM*E0054320	The Pulsera Project	2,659.00	Funds Held in Custody of Other
Invoice < \$15,000	IM*E0054321	Ray O'Herron Company, Inc.	2,542.99	Other supplies
Invoice < \$15,000	IM*E0054322	Riverside Technologies, Inc.	12,410.00	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054323	Road Wrench, Inc.	1,986.33	Maintenance Services Expense
Invoice < \$15,000	IM*E0054324	Rosati's Pizza - Wheaton	987.50	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054325	Roy Houff Co., LLC	455.49	Instructional Supplies
Invoice < \$15,000	IM*E0054326	Senseney Music	1,326.84	Instructional Supplies
Invoice < \$15,000	IM*E0054327	Service Sanitation Inc.	968.86	Rental Facility
Invoice < \$15,000	IM*E0054328	Shaker Recruitment Advertising	684.00	Advertising Expense
Invoice < \$15,000	IM*E0054329	Snap-On Industrial	165.80	Maintenance Services Expense
Invoice < \$15,000	IM*E0054330	Sodexo	9,855.96	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054331	Southside Control Supply Company	33.32	Maintenance Supplies
Invoice < \$15,000	IM*E0054332	Sports Endeavors Inc.	3,076.59	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054333	Stivers Staffing Services	1,554.43	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054334	StreamGuys, Inc.	138.60	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054335	Supreme Lobster, Seafood	541.43	Instructional Supplies
Invoice < \$15,000	IM*E0054336	Swank Motion Pictures	190.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054337	Sysco Food Service	804.36	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054338	T.S. Designs, Inc.	1,556.00	Instructional Supplies
Invoice < \$15,000	IM*E0054339	Talent Group, Inc.	1,035.00	Advertising Expense
Invoice < \$15,000	IM*E0054340	Taylor & Francis Group, LLC	1,210.00	Books and Binding Costs
Invoice < \$15,000	IM*E0054341	Testa Produce, Inc.	6,542.40	Instructional Supplies
Invoice < \$15,000	IM*E0054342	Tuohy Horticultural Enterprise	41.19	Instructional Supplies
Invoice < \$15,000	IM*E0054343	Uline	96.00	Instructional Supplies
Invoice < \$15,000	IM*E0054344	Ultradent Products	284.54	Instructional Supplies
Invoice < \$15,000	IM*E0054345	Ventech Medical, Inc.	925.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054346	VIRE Micro Corporation	12,324.00	Other supplies
Invoice < \$15,000	IM*E0054347	Wabash Instrument Corporation	106.50	Instructional Supplies
Invoice < \$15,000	IM*E0054348	WebQA, Inc.	8,100.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054349	WideOpenWest IL, LLC(WOW)	290.90	Other Contractual Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054350	Window to the World Communications	990.00	Advertising Expense
Invoice < \$15,000	IM*E0054351	Z Baking Company	40.54	Instructional Supplies
Invoice < \$15,000	IM*E0054407	Nicor Gas	455.18	Gas Expense
Invoice < \$15,000	IM*E0054408	Central DuPage Hospital-BHS	618.75	Employee Assistance Program
Invoice < \$15,000	IM*E0054409	Vision Service Plan - (IV)	8,284.05	Vision/Dental PPO Payouts
Invoice < \$15,000	IM*E0054411	Melissa Bach	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054412	Lisa S. Cisneros	420.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054413	Denise Connolly	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054414	Dorothy Deen	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054415	Barbara L. Drapcho	438.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054416	Lacy Garbar	420.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054417	Melinda K. Getz	420.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054418	Ruben Gonzalez	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054419	James N. Hahn	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054420	Ellen Huntington	333.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054421	William E. Kronenberg	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054422	Claire W. Langenberg	363.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054423	Kristen A. Lejeune	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054424	Kevin D. May	405.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054425	Cherai Mc Cauley	300.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054426	Lisabeth A. McQuaid	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054427	Michael P. Meehan	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054428	Chikako Miyata	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054429	Ingrid Mullane	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054430	Mary J. Neher-Laymon	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054431	Brittany D. Nelson	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054432	Dorothy W. Okpebholo	363.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054433	Mary L. Payne	380.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054434	Debora A. Ponko	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054435	Lynette B. Pralle	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054436	Molly Rife	395.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054437	Susan Ross	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054438	Ryan Rump	380.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054439	Nina Saito	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054440	Maria Schwartz-Basile	445.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054441	Jennifer Silk	388.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054442	Philip Stanley	398.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054443	Thomas E. Stark	318.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054444	Melissa Striedl	340.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054445	Sarah Tompkins	370.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054446	Kristen Wiersum	363.40	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054447	4 All Promos	329.16	Advertising Expense
Invoice < \$15,000	IM*E0054448	4IMPRINT, Inc.	4,655.34	Conference & Meeting Expense
Invoice < \$15,000	IM*E0054449	A Freedom Flag Company	559.95	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054450	Ace Delivery Service, Inc.	1,350.00	Advertising Expense
Invoice < \$15,000	IM*E0054451	Acrylic Services	518.00	Instructional Supplies
Invoice < \$15,000	IM*E0054452	Advanced Wiring Solutions, Inc.	6,573.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054453	Airgas, Inc.	27.88	Maintenance Services Expense
Invoice < \$15,000	IM*E0054454	Angelo Caputo's Fresh Markets	24.79	Instructional Supplies
Invoice < \$15,000	IM*E0054455	Arbor Scientific	125.70	Instructional Supplies
Invoice < \$15,000	IM*E0054456	Automotive Electronics Service	1,656.80	Instructional Supplies
Invoice < \$15,000	IM*E0054457	B & R Financial LLC	475.00	Instructional Supplies



D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054458	B&H Photo Video Pro Audio, Inc.	3,886.81	Audio/Visual Materials
Invoice < \$15,000	IM*E0054459	Batteries Plus-Glen Ellyn	947.90	Maintenance Supplies
Invoice < \$15,000	IM*E0054460	Binny's Beverage Depot	42.99	Instructional Supplies
Invoice < \$15,000	IM*E0054461	Cambridge University Press	45.97	Books and Binding Costs
Invoice < \$15,000	IM*E0054462	Career Step, LLC	1,996.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054463	Carlin Horticultural Sales	698.77	Instructional Supplies
Invoice < \$15,000	IM*E0054464	Carol Fox & Associates	14,490.83	Advertising Expense
Invoice < \$15,000	IM*E0054465	CCS International, Inc.	13,607.14	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054466	Chicago Tribune	155.48	Publications
Invoice < \$15,000	IM*E0054467	Computer Discount Warehouse	555.02	Instructional Supplies
Invoice < \$15,000	IM*E0054468	Consumers Packing Company	832.96	Instructional Supplies
Invoice < \$15,000	IM*E0054469	DCI	3,239.33	Consultants Expense
Invoice < \$15,000	IM*E0054470	Dentserve	1,042.96	Instructional Supplies
Invoice < \$15,000	IM*E0054471	Fortune Fish Company	668.95	Instructional Supplies
Invoice < \$15,000	IM*E0054472	Grainger - Downers Grove	195.75	Maintenance Services Expense
Invoice < \$15,000	IM*E0054473	Heritage FS Inc.	3,727.10	Vehicle Supplies
Invoice < \$15,000	IM*E0054474	Holstein's Garage	150.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054475	Honeywell International Inc.	11,361.58	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054476	Icarus Films	225.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054477	ICISP	3,640.00	International Travel
Invoice < \$15,000	IM*E0054478	Illini Media	1,471.20	Advertising Expense
Invoice < \$15,000	IM*E0054479	Illinois Power Marketing D/B/A Homefield Energy	97.63	Electricity Expense
Invoice < \$15,000	IM*E0054480	Infinity Transportation Management, LLC	2,205.00	Travel - In Dist / In State
Invoice < \$15,000	IM*E0054481	Inlander Brothers	1,905.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054482	Interiors for Business, Inc.	2,044.06	Equipment - Office
Invoice < \$15,000	IM*E0054483	Interline Brands, Inc.	10,157.28	Maintenance Supplies
Invoice < \$15,000	IM*E0054484	J W Pepper Music	828.99	Instructional Supplies
Invoice < \$15,000	IM*E0054485	JC Licht	57.46	Maintenance Supplies
Invoice < \$15,000	IM*E0054486	Jerry Haggerty Chevrolet	4.84	Vehicle Supplies
Invoice < \$15,000	IM*E0054487	Martin Implement Sales	303.38	Repair Material & Supplies
Invoice < \$15,000	IM*E0054488	Media Resources, Inc.	190.00	IT Maintenance Services
Invoice < \$15,000	IM*E0054489	Mickey's Linens	386.14	Instructional Supplies
Invoice < \$15,000	IM*E0054490	Midwest Imports	1,165.04	Instructional Supplies
Invoice < \$15,000	IM*E0054491	Monoprice, Inc.	59.22	Non-Capital equipment
Invoice < \$15,000	IM*E0054492	Motorola Solutions	1,224.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054493	NAPCO Steel	5,106.61	Instructional Supplies
Invoice < \$15,000	IM*E0054494	National Seed	543.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054495	Neuco	60.91	Maintenance Supplies
Invoice < \$15,000	IM*E0054496	New Liberty Popcorn. LLC	78.00	Purchase for Resale
Invoice < \$15,000	IM*E0054497	North American	865.57	Maintenance Supplies
Invoice < \$15,000	IM*E0054498	O'Reilly Auto Parts	783.59	Vehicle Supplies
Invoice < \$15,000	IM*E0054499	OEI Products	1,192.85	Maintenance Supplies
Invoice < \$15,000	IM*E0054500	Orion Telescopes & Binoculars	9.95	Instructional Supplies
Invoice < \$15,000	IM*E0054501	Paddock Publications	2,658.26	Printing Expense
Invoice < \$15,000	IM*E0054502	Patterson Dental	412.90	Instructional Supplies
Invoice < \$15,000	IM*E0054503	Petroleum Technologies Equipment	483.25	Vehicle Supplies
Invoice < \$15,000	IM*E0054504	Pocket Nurse	1,593.21	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054505	Post Up Stand	48.12	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054506	Pro Education Solutions Inc.	4,132.50	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054507	Ray O'Herron Company, Inc.	170.97	Other supplies
Invoice < \$15,000	IM*E0054508	Riverside Technologies, Inc.	6,820.00	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054509	Road Wrench, Inc.	1,157.98	Maintenance Services Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054510	Ross Electric	1,375.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054511	Roy Houff Co., LLC	201.70	Instructional Supplies
Invoice < \$15,000	IM*E0054512	Scantron Corporation	4,934.46	Instructional Supplies
Invoice < \$15,000	IM*E0054513	Schindler Elevator Corpotion	2,203.00	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054514	Scrip-Safe International	4,074.00	Printing Expense
Invoice < \$15,000	IM*E0054515	Siemens Industry Inc.	8,500.00	Building Remodeling Expense
Invoice < \$15,000	IM*E0054516	Sodexo	10,071.59	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054517	Southside Control Supply Company	10.30	Maintenance Supplies
Invoice < \$15,000	IM*E0054518	Steve Weiss Music	790.80	Instructional Supplies
Invoice < \$15,000	IM*E0054519	Stivers Staffing Services	2,916.70	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054520	StreamGuys, Inc.	961.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054521	Sunstar Butler	1,210.94	Instructional Supplies
Invoice < \$15,000	IM*E0054522	Svare Engineering Group, LLC	560.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054523	Swank Motion Pictures	275.00	Conference & Meeting Expense
Invoice < \$15,000	IM*E0054524	Sysco Food Service	1,292.89	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054525	T.S. Designs, Inc.	109.59	Instructional Supplies
Invoice < \$15,000	IM*E0054526	Techsmith Corporation	167.44	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054527	Testa Produce, Inc.	2,352.41	Instructional Supplies
Invoice < \$15,000	IM*E0054528	Thermacut, Inc.	775.63	Instructional Supplies
Invoice < \$15,000	IM*E0054529	Universal Medical Inc.	1,181.00	Instructional Supplies
Invoice < \$15,000	IM*E0054530	Village of Westmont	102.20	Water - Sewage Expense
Invoice < \$15,000	IM*E0054531	Visographic	222.11	Printing Expense
Invoice < \$15,000	IM*E0054532	Welding Services, Inc.	847.80	Maintenance Services Expense
Invoice < \$15,000	IM*E0054533	Westlaw	585.63	Instructional Service Contribution
Invoice < \$15,000	IM*E0054534	Wheaton Park District	1,336.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054535	Worldwide Ticket Craft	220.26	Office Supplies
Invoice < \$15,000	IM*E0054536	Z Baking Company	84.36	Instructional Supplies
Invoice < \$15,000	IM*E0054540	College of Dupage Foundation	1,333.81	Charitable Contributions
Invoice < \$15,000	IM*E0054541	IL Fraternal Order of Police	317.60	Professional Dues
Invoice < \$15,000	IM*E0054582	Nicor Gas	15,587.16	Gas Expense
Invoice < \$15,000	IM*E0054599	Karen Dickelmann	1,373.68	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054600	John M. Lenart	1,950.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054601	Arturo Nava	4,000.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054602	Press Photography Network	250.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054603	Jack E. Riddle	1,500.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054604	W.I.T.S.	8,544.00	Instructional Service Contribution
Invoice < \$15,000	IM*E0054605	4 All Promos	321.68	Advertising Expense
Invoice < \$15,000	IM*E0054606	4IMPRINT, Inc.	1,285.66	Advertising Expense
Invoice < \$15,000	IM*E0054607	A.M. Leonard, Inc.	303.35	Instructional Supplies
Invoice < \$15,000	IM*E0054608	Ace Graphics	2,645.82	Printing Expense
Invoice < \$15,000	IM*E0054609	Advanced Rehabilitation	1,006.19	Instructional Supplies
Invoice < \$15,000	IM*E0054610	Aqua Pure Enterprises, Inc.	2,059.76	Maintenance Services Expense
Invoice < \$15,000	IM*E0054611	Arbor Scientific	7.00	Instructional Supplies
Invoice < \$15,000	IM*E0054612	Aurico Reports	1,430.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054613	B&H Photo Video Pro Audio, Inc.	2,098.25	Instructional Supplies
Invoice < \$15,000	IM*E0054614	Bailey Edward	622.92	Architectural Services Expense
Invoice < \$15,000	IM*E0054615	Batteries Plus-Glen Ellyn	1,088.90	Maintenance Supplies
Invoice < \$15,000	IM*E0054616	Binny's Beverage Depot	18.99	Instructional Supplies
Invoice < \$15,000	IM*E0054617	Biodex Medical Systems	2,245.50	Instructional Supplies
Invoice < \$15,000	IM*E0054618	Burris Equipment Company	127.75	Repair Material & Supplies
Invoice < \$15,000	IM*E0054619	BWM Global, Inc.	5,208.00	Advertising Expense
Invoice < \$15,000	IM*E0054620	Carol Fox & Associates	5,500.00	Advertising Expense

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054621	Carolina Biological	619.50	Instructional Supplies
Invoice < \$15,000	IM*E0054622	Carrillo Photo	800.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054623	Charles Equipment Acquisition LLC	792.50	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054624	Chef by Request - CBR Ind.	803.80	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054625	Chicago Costume	23.25	Instructional Supplies
Invoice < \$15,000	IM*E0054626	Chicago Public Media Inc.	3,000.50	Advertising Expense
Invoice < \$15,000	IM*E0054627	Computer Discount Warehouse	2,854.06	Instructional Supplies
Invoice < \$15,000	IM*E0054628	Credentials Inc.	1,364.14	Maintenance Services Expense
Invoice < \$15,000	IM*E0054629	Ellucian	2,187.50	Consultants Expense
Invoice < \$15,000	IM*E0054630	Fastenal	185.31	Maintenance Supplies
Invoice < \$15,000	IM*E0054631	Fastsigns - Naperville	2,012.40	Maintenance Supplies
Invoice < \$15,000	IM*E0054632	FBM Holdings, LLC.	521.95	Books and Binding Costs
Invoice < \$15,000	IM*E0054633	Forestry Suppliers, Inc.	55.00	Instructional Supplies
Invoice < \$15,000	IM*E0054634	Full Compass Systems, Ltd	6,520.20	Maintenance Services Expense
Invoice < \$15,000	IM*E0054635	Gary Gand Music Inc.	975.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054636	GLI Services, Inc.	5,828.00	Equipment - Office
Invoice < \$15,000	IM*E0054637	Grainger - Downers Grove	414.87	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054638	I Have Bean	132.00	Purchase for Resale
Invoice < \$15,000	IM*E0054639	Infinity Transportation Management, LLC	369.00	Travel - In Dist / In State
Invoice < \$15,000	IM*E0054640	Inlander Brothers	3,810.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054641	J W Pepper Music	212.99	Instructional Supplies
Invoice < \$15,000	IM*E0054642	JMA Construction Inc.	1,250.00	Equipment - Instructional
Invoice < \$15,000	IM*E0054643	Lamers Bus Lines Inc.	13,552.00	Travel - Out of State
Invoice < \$15,000	IM*E0054644	LK Media, LLC	1,585.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054645	Matthew Bender & Co., Inc.	311.53	Books and Binding Costs
Invoice < \$15,000	IM*E0054646	Measurenet Technology, Ltd	2,675.00	Other supplies
Invoice < \$15,000	IM*E0054647	Metal Shaping and Manufacturing	1,168.44	Maintenance Services Expense
Invoice < \$15,000	IM*E0054648	Monoprice, Inc.	28.56	Non-Capital equipment
Invoice < \$15,000	IM*E0054649	NAPA Auto Parts - Glen Ellyn	40.26	Instructional Supplies
Invoice < \$15,000	IM*E0054650	NAPCO Steel	2,256.68	Instructional Supplies
Invoice < \$15,000	IM*E0054651	NJCAA-Online Membership	738.20	Consultants Expense
Invoice < \$15,000	IM*E0054652	North American	12,596.27	Maintenance Supplies
Invoice < \$15,000	IM*E0054653	O'Reilly Auto Parts	248.01	Vehicle Supplies
Invoice < \$15,000	IM*E0054654	Oakbrook Terrace Fire Protection District	980.00	Rental Facility
Invoice < \$15,000	IM*E0054655	Packey Webb Ford	180.68	Purchase for Resale
Invoice < \$15,000	IM*E0054656	Paddock Publications	4,335.85	Advertising Expense
Invoice < \$15,000	IM*E0054657	Pasco Scientific Company	22.00	Instructional Supplies
Invoice < \$15,000	IM*E0054658	Patterson Dental	387.15	Instructional Supplies
Invoice < \$15,000	IM*E0054659	Plaques Plus, Inc.	64.99	Instructional Supplies
Invoice < \$15,000	IM*E0054660	Riverside Technologies, Inc.	10,938.00	Equipment - Instructional
Invoice < \$15,000	IM*E0054661	Robinette Demolition, Inc.	2,100.00	Rental Facility
Invoice < \$15,000	IM*E0054662	Russo Power Equipment	1,715.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054663	Schindler Elevator Corporation	684.11	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054664	Scope Shoppe, Inc.	4,954.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054665	Senseney Music	624.87	Instructional Supplies
Invoice < \$15,000	IM*E0054666	Service Sanitation Inc.	824.00	Rental Facility
Invoice < \$15,000	IM*E0054667	Shaker Recruitment Advertising	793.00	Advertising Expense
Invoice < \$15,000	IM*E0054668	Signature Cleaners of University Commons	995.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054669	Sodexo	9,740.17	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054670	Steve Weiss Music	3,224.95	Equipment - Instructional
Invoice < \$15,000	IM*E0054671	Sunburst Sportwear Inc.	630.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054672	Supreme Lobster, Seafood	919.16	Instructional Supplies

D. All Disbursements Excluding Payroll  
College of DuPage  
Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054673	Swank Motion Pictures	403.00	Books and Binding Costs
Invoice < \$15,000	IM*E0054674	Testa Produce, Inc.	960.71	Instructional Supplies
Invoice < \$15,000	IM*E0054675	United Septic & Grease Busters	195.00	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054676	Universal Medical Inc.	5,684.00	Equipment - Instructional
Invoice < \$15,000	IM*E0054677	Vid Tech Audio Visual Inc.	2,940.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054678	Village of Glen Ellyn	5,424.65	Water - Sewage Expense
Invoice < \$15,000	IM*E0054679	Wesco Distribution , Inc. D/B/A Englewood Electrical Supply Co	209.42	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054680	West Payment Center	1,479.50	Books and Binding Costs
Invoice < \$15,000	IM*E0054681	WideOpenWest IL, LLC(WOW)	547.55	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054682	Window to the World Communications	812.00	Advertising Expense
Invoice < \$15,000	IM*E0054683	World Point ECC, Inc.	1,105.37	Instructional Supplies
Invoice < \$15,000	IM*E0054684	Young Women's Christian Association Aurora IL	150.00	Dues
Invoice < \$15,000	IM*E0054685	Z Baking Company	40.16	Instructional Supplies
Invoice < \$15,000	IM*E0054735	Eisen Alliance, LLC	5,595.00	Legal Services Expense
Invoice < \$15,000	IM*E0054736	Levick Strategic Communications, LLC	2,540.23	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054737	Rock Fusco & Connelly, LLC	631.00	Consultants Expense
Invoice < \$15,000	IM*E0054742	Paula M. Cebula	3,000.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054744	4 All Promos	2,810.23	Office Supplies
Invoice < \$15,000	IM*E0054745	Acrylic Services	400.00	Maintenance Supplies
Invoice < \$15,000	IM*E0054746	Addison Chamber of Commerce	25.00	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054747	Affordable Auto Parts	1,330.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054748	Apple Computer	379.00	Advertising Expense
Invoice < \$15,000	IM*E0054749	B&H Photo Video Pro Audio, Inc.	688.19	Audio/Visual Materials
Invoice < \$15,000	IM*E0054750	BC Technical, Inc.	2,066.67	Maintenance Services Expense
Invoice < \$15,000	IM*E0054751	Burris Equipment Company	702.32	Repair Material & Supplies
Invoice < \$15,000	IM*E0054752	Cawley Company	479.46	Office Supplies
Invoice < \$15,000	IM*E0054753	Childcare Supply Company	864.29	Instructional Supplies
Invoice < \$15,000	IM*E0054754	Computer Discount Warehouse	6,552.19	Computer Software
Invoice < \$15,000	IM*E0054755	DCI	3,981.24	Consultants Expense
Invoice < \$15,000	IM*E0054756	DuPage County Health Department	623.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054757	Edward Hospital & Health Services	185.00	Instructional Supplies
Invoice < \$15,000	IM*E0054758	Environmental Marketing Services, LLC	3,366.20	Refuse Disposal Expense
Invoice < \$15,000	IM*E0054759	Fastsigns - Naperville	5,702.17	Printing Expense
Invoice < \$15,000	IM*E0054760	Fortune Fish Company	902.55	Instructional Supplies
Invoice < \$15,000	IM*E0054761	Grainger - Downers Grove	483.52	Instructional Supplies
Invoice < \$15,000	IM*E0054762	Great Lakes Kwik Space	99.00	Office Supplies
Invoice < \$15,000	IM*E0054763	Hobart Service	1,040.08	Maintenance Services Expense
Invoice < \$15,000	IM*E0054764	Holstein's Garage	1,800.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054765	ICCSAA	764.00	Travel - In Dist / In State
Invoice < \$15,000	IM*E0054766	ICISP	3,446.50	International Travel
Invoice < \$15,000	IM*E0054767	Infinity Transportation Management, LLC	1,029.00	Instructional Supplies
Invoice < \$15,000	IM*E0054768	International Identification Inc. D/B/A National Band & Tag	172.00	Instructional Supplies
Invoice < \$15,000	IM*E0054769	J W Pepper Music	234.50	Instructional Supplies
Invoice < \$15,000	IM*E0054770	Kalri Enterprise	360.00	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054771	Krueger International, Inc.	363.02	Non-Capital equipment
Invoice < \$15,000	IM*E0054772	Lands' End, Inc.	201.95	Other supplies
Invoice < \$15,000	IM*E0054773	Len's Ace Hardware Inc.	67.10	IT Maintenance Services
Invoice < \$15,000	IM*E0054774	Lively LLC	250.00	Advertising Expense
Invoice < \$15,000	IM*E0054775	Medcom Trainex	1,641.10	Books and Binding Costs
Invoice < \$15,000	IM*E0054776	Michael's Uniform Company	437.26	Office Supplies
Invoice < \$15,000	IM*E0054777	Mickey's Linens	385.51	Instructional Supplies
Invoice < \$15,000	IM*E0054778	Mouser Electronics	91.96	Instructional Supplies

D. All Disbursements Excluding Payroll  
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Community College District No. 502  
ACCOUNTS PAYABLE AND PAYROLL REPORT  
CASH DISBURSEMENTS  
May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice < \$15,000	IM*E0054779	NAPA Auto Parts - Glen Ellyn	513.54	Instructional Supplies
Invoice < \$15,000	IM*E0054780	NAPCO Steel	4,100.00	Instructional Supplies
Invoice < \$15,000	IM*E0054781	NASFAA	3,340.00	Dues
Invoice < \$15,000	IM*E0054782	NAVEX Global, Inc.	2,900.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054783	Neuco	52.80	Maintenance Supplies
Invoice < \$15,000	IM*E0054784	North American	256.62	Maintenance Supplies
Invoice < \$15,000	IM*E0054785	Oriental Trading Company	33.48	Conference/Meeting Expense- Local
Invoice < \$15,000	IM*E0054786	Packey Webb Ford	91.01	Maintenance Services Expense
Invoice < \$15,000	IM*E0054787	Paddock Publications	106.95	Advertising Expense
Invoice < \$15,000	IM*E0054788	Patterson Dental	80.85	Instructional Supplies
Invoice < \$15,000	IM*E0054789	Pepper Construction	5,165.00	Land Improvements
Invoice < \$15,000	IM*E0054790	Perkins + Will, Inc.	14,061.60	Consultants Expense
Invoice < \$15,000	IM*E0054791	Pocket Nurse	157.14	Instructional Service Contribution
Invoice < \$15,000	IM*E0054792	Premier Dental Products	96.00	Instructional Supplies
Invoice < \$15,000	IM*E0054793	PrimeTime Eventy& Race Management, LLC D/B/A PrimeTime	2,666.28	Funds Held in Custody of Other
Invoice < \$15,000	IM*E0054794	Quality Name Plate Inc.	178.50	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054795	Ray O'Herron Co., Inc.	508.94	Other supplies
Invoice < \$15,000	IM*E0054796	Riverside Technologies, Inc.	13,344.00	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054797	Russo Power Equipment	460.91	Maintenance Supplies
Invoice < \$15,000	IM*E0054798	School Health Corp/Sports Health	1,458.17	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054799	Scope Shoppe, Inc.	1,054.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054800	Service Sanitation Inc.	86.00	Conference & Meeting Expense
Invoice < \$15,000	IM*E0054801	Snap-On Industrial	4,100.10	Instructional Supplies
Invoice < \$15,000	IM*E0054802	Sports Endeavors Inc.	776.89	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054803	Stevens & Tate, Inc.	4,995.00	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054804	Stivers Staffing Services	1,461.50	Other Contractual Services Expense
Invoice < \$15,000	IM*E0054805	Sysco Food Service	1,393.21	Other Materials & Supplies Expense
Invoice < \$15,000	IM*E0054806	Techsmith Corporation	49.95	Equip < \$2,500 per item
Invoice < \$15,000	IM*E0054807	Testa Produce, Inc.	675.86	Instructional Supplies
Invoice < \$15,000	IM*E0054808	Thermacut, Inc.	24.37	Instructional Supplies
Invoice < \$15,000	IM*E0054809	Ultradent Products	589.14	Instructional Supplies
Invoice < \$15,000	IM*E0054810	United Radio Communications, Inc.	49.75	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054811	United Septic & Grease Busters	195.00	Facilities Maintenance Service
Invoice < \$15,000	IM*E0054812	W-Squared Communications, Inc.	4,913.89	Printing Expense
Invoice < \$15,000	IM*E0054813	W.G.N. Flag & Decorating Co., Inc.	298.00	Printing Expense
Invoice < \$15,000	IM*E0054814	West Suburban Sew-Vac	389.00	Maintenance Services Expense
Invoice < \$15,000	IM*E0054853	College of Dupage Foundation	1,300.81	Charitable Contributions
Invoice < \$15,000	IM*E0054854	IL Fraternal Order of Police	317.60	Professional Dues
Employee Reim	IM*0124007	Jonita M. Ellis	(190.12)	Employee Reimbursement
Employee Reim	IM*0167892	Irene T. O'Conner	(75.00)	Employee Reimbursement
Employee Reim	IM*0194797	William F. Carmody	(349.00)	Employee Reimbursement
Employee Reim	IM*0201732	James P. Bowers	1,165.50	Employee Reimbursement
Employee Reim	IM*0202209	Emmanuel B. Awuah	74.50	Employee Reimbursement
Employee Reim	IM*0202210	Kathleen K. Baum	160.00	Employee Reimbursement
Employee Reim	IM*0202211	Yvonne Bedford	19.98	Employee Reimbursement
Employee Reim	IM*0202212	Susan R. Blatt	133.38	Employee Reimbursement
Employee Reim	IM*0202213	Tony A. Bowers	318.73	Employee Reimbursement
Employee Reim	IM*0202214	Amy L. Camp	215.00	Employee Reimbursement
Employee Reim	IM*0202215	Anna D. Campbell	56.70	Employee Reimbursement
Employee Reim	IM*0202216	Michael G. Casey	127.50	Employee Reimbursement
Employee Reim	IM*0202217	Daniel J. Deasy	78.04	Employee Reimbursement
Employee Reim	IM*0202218	Kathleen A. Doherty	50.00	Employee Reimbursement

D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Employee Reim	IM*0202219	Kerri A. Doherty	97.99	Employee Reimbursement
Employee Reim	IM*0202220	Jonita M. Ellis	4.32	Employee Reimbursement
Employee Reim	IM*0202221	Lisa D. Foglia	96.00	Employee Reimbursement
Employee Reim	IM*0202222	Jill A. Granberry	2,544.33	Employee Reimbursement
Employee Reim	IM*0202223	Susan R. Green	50.00	Employee Reimbursement
Employee Reim	IM*0202224	Jocelyn Y. Harney	65.00	Employee Reimbursement
Employee Reim	IM*0202225	Aaron G. Harwig	100.00	Employee Reimbursement
Employee Reim	IM*0202226	Herbert J. Haushahn	29.92	Employee Reimbursement
Employee Reim	IM*0202227	Timothy A. Henningsen	70.15	Employee Reimbursement
Employee Reim	IM*0202228	Jennifer Hereth	622.00	Employee Reimbursement
Employee Reim	IM*0202229	Margaret R. Hernandez	51.32	Employee Reimbursement
Employee Reim	IM*0202230	Bonniejean A. Hinde	260.00	Employee Reimbursement
Employee Reim	IM*0202231	Julie A. Konczyk	66.96	Employee Reimbursement
Employee Reim	IM*0202232	David J. Kramer	816.50	Employee Reimbursement
Employee Reim	IM*0202233	Mary Beth Leone	190.00	Employee Reimbursement
Employee Reim	IM*0202234	Eric D. Martinson	63.11	Employee Reimbursement
Employee Reim	IM*0202235	Timothy B. Meyers	1,412.73	Employee Reimbursement
Employee Reim	IM*0202236	Michael C. Mohring	25.26	Employee Reimbursement
Employee Reim	IM*0202237	Melissa M. Mouritsen	1,858.54	Employee Reimbursement
Employee Reim	IM*0202238	James A. Mulyk	593.60	Employee Reimbursement
Employee Reim	IM*0202239	Peter S. Nicieja	120.00	Employee Reimbursement
Employee Reim	IM*0202240	Bonita M. Nordstrom	85.00	Employee Reimbursement
Employee Reim	IM*0202241	Patricia E. O'Shaughness	162.00	Employee Reimbursement
Employee Reim	IM*0202242	Min Pan	941.47	Employee Reimbursement
Employee Reim	IM*0202243	William Peacy	98.82	Employee Reimbursement
Employee Reim	IM*0202244	Karen Pearson	260.00	Employee Reimbursement
Employee Reim	IM*0202245	Lisa M. Rajchel	140.40	Employee Reimbursement
Employee Reim	IM*0202246	David L. Ricker	29.92	Employee Reimbursement
Employee Reim	IM*0202247	Kathaleen Ricketts	152.28	Employee Reimbursement
Employee Reim	IM*0202248	Mark R. Rudisill	155.00	Employee Reimbursement
Employee Reim	IM*0202249	Carina Santoyo	1,131.45	Employee Reimbursement
Employee Reim	IM*0202250	Steve Sarka	29.92	Employee Reimbursement
Employee Reim	IM*0202251	John Stasinopoulos	790.09	Employee Reimbursement
Employee Reim	IM*0202252	David A. Swope	304.45	Employee Reimbursement
Employee Reim	IM*0202253	James Tamburrino	250.00	Employee Reimbursement
Employee Reim	IM*0202254	Jacquelyn K. Weaver	67.07	Employee Reimbursement
Employee Reim	IM*0202255	Stephanie G. Wilcox	23.22	Employee Reimbursement
Employee Reim	IM*0203284	Jonita M. Ellis	190.12	Employee Reimbursement
Employee Reim	IM*0203377	William F. Carmody	349.00	Employee Reimbursement
Employee Reim	IM*0203850	Kathleen K. Baum	94.00	Employee Reimbursement
Employee Reim	IM*0203851	Christopher J. Bell	738.31	Employee Reimbursement
Employee Reim	IM*0203852	James P. Bowers	4,648.68	Employee Reimbursement
Employee Reim	IM*0203855	Mary R. Carlson	1,800.00	Employee Reimbursement
Employee Reim	IM*0203856	Michael G. Casey	157.14	Employee Reimbursement
Employee Reim	IM*0203857	Jesse J. Chick	404.54	Employee Reimbursement
Employee Reim	IM*0203858	Barbara J. DiMonte	12.00	Employee Reimbursement
Employee Reim	IM*0203859	David R. Fazzini	206.00	Employee Reimbursement
Employee Reim	IM*0203860	Sanford C. Fries	175.00	Employee Reimbursement
Employee Reim	IM*0203861	Valerie J. Galgan	30.00	Employee Reimbursement
Employee Reim	IM*0203862	Aaron G. Harwig	46.68	Employee Reimbursement
Employee Reim	IM*0203863	Donna M. Kanak	399.00	Employee Reimbursement
Employee Reim	IM*0203864	Keith W. Krasemann	673.53	Employee Reimbursement

D. All Disbursements Excluding Payroll  
College of DuPage  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Employee Reim	IM*0203865	Casey M. Miller	522.50	Employee Reimbursement
Employee Reim	IM*0203866	Amanda L. Noel	35.00	Employee Reimbursement
Employee Reim	IM*0203867	Jennifer M. Prusko	499.00	Employee Reimbursement
Employee Reim	IM*0203868	James M. Salter	414.47	Employee Reimbursement
Employee Reim	IM*0203869	Stephen P. Santello	1,291.57	Employee Reimbursement
Employee Reim	IM*0203870	Paul D. Schneider	1,216.40	Employee Reimbursement
Employee Reim	IM*0203871	Stephen P. Schroeder	454.55	Employee Reimbursement
Employee Reim	IM*0203872	Jane E. Schubert	69.12	Employee Reimbursement
Employee Reim	IM*0203873	David A. Swope	67.45	Employee Reimbursement
Employee Reim	IM*0203874	Ozan Tarabus	333.20	Employee Reimbursement
Employee Reim	IM*0203875	Stephanie G. Wilcox	235.00	Employee Reimbursement
Employee Reim	IM*0203876	Esperanza F. Wilson	80.00	Employee Reimbursement
Employee Reim	IM*0203877	Robert T. Wiseman	70.00	Employee Reimbursement
Employee Reim	IM*0203878	Benjamin P. Yost	277.50	Employee Reimbursement
Employee Reim	IM*0203879	Luann Zimmick	106.52	Employee Reimbursement
Employee Reim	IM*0203923	Irene T. O'Conner	75.00	Employee Reimbursement
Employee Reim	IM*E0054352	Richard J. Berendson	103.22	Employee Reimbursement
Employee Reim	IM*E0054353	Sharon A. Broche	7.00	Employee Reimbursement
Employee Reim	IM*E0054354	Laura M. Burt-Nicholas	40.00	Employee Reimbursement
Employee Reim	IM*E0054355	Judy L. Carino	439.00	Employee Reimbursement
Employee Reim	IM*E0054356	Cedric Cemel	168.77	Employee Reimbursement
Employee Reim	IM*E0054357	Jennifer L. Chiavola	86.62	Employee Reimbursement
Employee Reim	IM*E0054358	Keith A. Conlee	711.40	Employee Reimbursement
Employee Reim	IM*E0054359	James M. Cronin	90.80	Employee Reimbursement
Employee Reim	IM*E0054360	Ranita Dailey	17.95	Employee Reimbursement
Employee Reim	IM*E0054361	Joan Dipiero	155.81	Employee Reimbursement
Employee Reim	IM*E0054362	Gilbert J. Egge	596.00	Employee Reimbursement
Employee Reim	IM*E0054363	Sally N. Fairbank	7.56	Employee Reimbursement
Employee Reim	IM*E0054364	Nancy J. Feulner	97.64	Employee Reimbursement
Employee Reim	IM*E0054365	Cesar A. Flores	101.54	Employee Reimbursement
Employee Reim	IM*E0054366	Jamie L. Fredericks	41.95	Employee Reimbursement
Employee Reim	IM*E0054367	Shannon E. Hernandez	235.00	Employee Reimbursement
Employee Reim	IM*E0054368	Janet F. Hunsicker	89.00	Employee Reimbursement
Employee Reim	IM*E0054369	Mia Igyarto	165.38	Employee Reimbursement
Employee Reim	IM*E0054370	Joanne L. Ivory	1,850.00	Employee Reimbursement
Employee Reim	IM*E0054371	Edith S. Jaco	99.00	Employee Reimbursement
Employee Reim	IM*E0054372	Debra Jeffay	102.06	Employee Reimbursement
Employee Reim	IM*E0054373	Susan M. Jerak	45.34	Employee Reimbursement
Employee Reim	IM*E0054374	Jennifer Kelley	64.30	Employee Reimbursement
Employee Reim	IM*E0054375	Susan B. Kerby	374.00	Employee Reimbursement
Employee Reim	IM*E0054376	Dawn D. McCabe	65.99	Employee Reimbursement
Employee Reim	IM*E0054377	Jennifer A. McIntosh	147.46	Employee Reimbursement
Employee Reim	IM*E0054378	Maren K. McKellin	824.88	Employee Reimbursement
Employee Reim	IM*E0054379	Melissa K. McKirdie	25.92	Employee Reimbursement
Employee Reim	IM*E0054380	Pamela McNamara	23.99	Employee Reimbursement
Employee Reim	IM*E0054381	Marsha S. Metcalf	336.60	Employee Reimbursement
Employee Reim	IM*E0054382	Nathania G. Montes	795.00	Employee Reimbursement
Employee Reim	IM*E0054383	Robert S. Moorehead	297.05	Employee Reimbursement
Employee Reim	IM*E0054384	Elias Morales	98.41	Employee Reimbursement
Employee Reim	IM*E0054385	Lauren G. Morgan	21.93	Employee Reimbursement
Employee Reim	IM*E0054386	Kimberly G. Morris	39.48	Employee Reimbursement
Employee Reim	IM*E0054387	Peter M. Mumford	10.00	Employee Reimbursement



D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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

AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Employee Reim	IM*E0054388	Thomas M. Murray	30.36	Employee Reimbursement
Employee Reim	IM*E0054389	Janet Pagan-Klehr	1,119.13	Employee Reimbursement
Employee Reim	IM*E0054390	Jeffrey A. Papp	58.86	Employee Reimbursement
Employee Reim	IM*E0054391	Zachary S. Person	31.10	Employee Reimbursement
Employee Reim	IM*E0054392	Thomas J. Robertson	1,152.01	Employee Reimbursement
Employee Reim	IM*E0054393	Sharon M. Scalise	43.20	Employee Reimbursement
Employee Reim	IM*E0054394	Melissa B. Schertz	92.00	Employee Reimbursement
Employee Reim	IM*E0054395	Paul G. Schmidt	310.00	Employee Reimbursement
Employee Reim	IM*E0054396	Jane M. Smith	2,284.49	Employee Reimbursement
Employee Reim	IM*E0054397	Laura M. Smith	193.26	Employee Reimbursement
Employee Reim	IM*E0054398	Nicole I. Spizzirri	350.00	Employee Reimbursement
Employee Reim	IM*E0054399	Shellaine K. Thacker	595.41	Employee Reimbursement
Employee Reim	IM*E0054400	Katherine Thompson	1,271.22	Employee Reimbursement
Employee Reim	IM*E0054401	Maureen Waller	448.95	Employee Reimbursement
Employee Reim	IM*E0054402	Sarah E. Warren	106.92	Employee Reimbursement
Employee Reim	IM*E0054403	Megan C. Zale	40.19	Employee Reimbursement
Employee Reim	IM*E0054542	George G. Ahlenius	11.88	Employee Reimbursement
Employee Reim	IM*E0054543	Shamili Ajgaonkar	224.00	Employee Reimbursement
Employee Reim	IM*E0054544	Gaea Atta	208.49	Employee Reimbursement
Employee Reim	IM*E0054545	Becky A. Benkert	279.18	Employee Reimbursement
Employee Reim	IM*E0054546	Joseph C. Cassidy	50.00	Employee Reimbursement
Employee Reim	IM*E0054547	Erin M. Cetera	49.77	Employee Reimbursement
Employee Reim	IM*E0054548	Charles W. Currier	30.00	Employee Reimbursement
Employee Reim	IM*E0054549	Ranita Dailey	93.57	Employee Reimbursement
Employee Reim	IM*E0054550	Gilbert J. Egge	28.00	Employee Reimbursement
Employee Reim	IM*E0054551	Lisa M. Ely	158.34	Employee Reimbursement
Employee Reim	IM*E0054552	Jamie L. Fredericks	16.58	Employee Reimbursement
Employee Reim	IM*E0054553	Virginia L. Garner	36.72	Employee Reimbursement
Employee Reim	IM*E0054554	Joyce A. Graves	300.00	Employee Reimbursement
Employee Reim	IM*E0054555	Matthew D. Green	35.41	Employee Reimbursement
Employee Reim	IM*E0054556	Benjamin J. Harper	50.94	Employee Reimbursement
Employee Reim	IM*E0054557	Debra L. Hasse	148.54	Employee Reimbursement
Employee Reim	IM*E0054558	Shannon E. Hernandez	2,987.07	Employee Reimbursement
Employee Reim	IM*E0054559	Joseph W. Hopper	294.68	Employee Reimbursement
Employee Reim	IM*E0054560	Richard H. Jarman	218.56	Employee Reimbursement
Employee Reim	IM*E0054561	Debra Jeffay	27.00	Employee Reimbursement
Employee Reim	IM*E0054562	Susan M. Jerak	28.45	Employee Reimbursement
Employee Reim	IM*E0054563	Benjamin C. Johnson	42.67	Employee Reimbursement
Employee Reim	IM*E0054564	Candice M. Johnson	145.28	Employee Reimbursement
Employee Reim	IM*E0054565	Laurette E. Jorgensen	930.90	Employee Reimbursement
Employee Reim	IM*E0054566	Mozhdeh Khodarahmi	1,850.00	Employee Reimbursement
Employee Reim	IM*E0054567	Corey Kile	33.48	Employee Reimbursement
Employee Reim	IM*E0054568	Melissa K. McKirdie	17.28	Employee Reimbursement
Employee Reim	IM*E0054569	Kim R. Michael-Lee	181.17	Employee Reimbursement
Employee Reim	IM*E0054570	Janet M. Minton	4.57	Employee Reimbursement
Employee Reim	IM*E0054571	Barbara J. Mitchell	37.80	Employee Reimbursement
Employee Reim	IM*E0054572	Lauren G. Morgan	1,602.73	Employee Reimbursement
Employee Reim	IM*E0054573	Robert H. Murr	343.46	Employee Reimbursement
Employee Reim	IM*E0054574	James Nocera	1,082.88	Employee Reimbursement
Employee Reim	IM*E0054575	John A. Paris	19.98	Employee Reimbursement
Employee Reim	IM*E0054576	Thomas J. Robertson	717.43	Employee Reimbursement
Employee Reim	IM*E0054577	Laura M. Smith	125.78	Employee Reimbursement



D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Employee Reim	IM*E0054578	Charles Steele	755.37	Employee Reimbursement
Employee Reim	IM*E0054579	Shellaine K. Thacker	96.66	Employee Reimbursement
Employee Reim	IM*E0054580	Sarah E. Warren	40.50	Employee Reimbursement
Employee Reim	IM*E0054581	Gina K. Wheatley	3.98	Employee Reimbursement
Employee Reim	IM*E0054588	Marco Benassi	3,000.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054589	Peggy A. Durbala	500.00	Employee Reimbursement
Employee Reim	IM*E0054590	Vittorio A. Gensini	7,650.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054591	Donna C. Gillespie	7,900.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054592	Shannon E. Hernandez	8,414.53	Employee Reimbursement
Employee Reim	IM*E0054593	Zhi-Ying Liu	2,050.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054594	Mirta Pagnucci	3,300.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054595	John A. Paris	810.00	Employee Reimbursement
Employee Reim	IM*E0054596	Paul L. Sirvatka	8,707.50	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054597	Matthew S. Wilhite	15,390.00	Employee Pre-Travel Advance (Student Group Travel)
Employee Reim	IM*E0054686	Scott D. Banjavcic	1,816.78	Employee Reimbursement
Employee Reim	IM*E0054687	Naomi A. Barr	34.02	Employee Reimbursement
Employee Reim	IM*E0054688	Sarah E. Born	126.90	Employee Reimbursement
Employee Reim	IM*E0054689	Scott L. Brady	248.90	Employee Reimbursement
Employee Reim	IM*E0054690	Rebecca M. Brown	221.73	Employee Reimbursement
Employee Reim	IM*E0054691	Laura M. Burt-Nicholas	1,653.00	Employee Reimbursement
Employee Reim	IM*E0054692	Sarah E. Butler	1,154.03	Employee Reimbursement
Employee Reim	IM*E0054693	Erin M. Cetera	152.05	Employee Reimbursement
Employee Reim	IM*E0054694	Jennifer L. Chiavola	76.68	Employee Reimbursement
Employee Reim	IM*E0054695	Robert J. Clark	497.21	Employee Reimbursement
Employee Reim	IM*E0054696	Brian D. Clement	468.62	Employee Reimbursement
Employee Reim	IM*E0054697	Barbara J. Coe	1,516.43	Employee Reimbursement
Employee Reim	IM*E0054698	Rosa Colella-Melki	448.95	Employee Reimbursement
Employee Reim	IM*E0054699	Jo Collins	1,084.31	Employee Reimbursement
Employee Reim	IM*E0054700	Rebecca Cremin	11.99	Employee Reimbursement
Employee Reim	IM*E0054701	Diane M. Curtis	39.00	Employee Reimbursement
Employee Reim	IM*E0054702	Ranita Dailey	24.60	Employee Reimbursement
Employee Reim	IM*E0054703	Larinda S. Dixon	448.95	Employee Reimbursement
Employee Reim	IM*E0054704	Jarret M. Dyer	150.00	Employee Reimbursement
Employee Reim	IM*E0054705	Sally N. Fairbank	30.00	Employee Reimbursement
Employee Reim	IM*E0054706	Erick O. Flores	120.00	Employee Reimbursement
Employee Reim	IM*E0054707	Matthew J. Foster	888.68	Employee Reimbursement
Employee Reim	IM*E0054708	Anna M. Gay	211.97	Employee Reimbursement
Employee Reim	IM*E0054709	Laurette E. Jorgensen	179.45	Employee Reimbursement
Employee Reim	IM*E0054710	Jean V. Kartje	492.34	Employee Reimbursement
Employee Reim	IM*E0054711	Sara S. Kirby	39.44	Employee Reimbursement
Employee Reim	IM*E0054712	Susan M. Maloney	71.82	Employee Reimbursement
Employee Reim	IM*E0054713	Sarah H. Martino	99.00	Employee Reimbursement
Employee Reim	IM*E0054714	Eileen R. Martyn	40.74	Employee Reimbursement
Employee Reim	IM*E0054715	Maren K. McKellin	425.00	Employee Reimbursement
Employee Reim	IM*E0054716	Adela Meitz	35.64	Employee Reimbursement
Employee Reim	IM*E0054717	Kim R. Michael-Lee	315.00	Employee Reimbursement
Employee Reim	IM*E0054718	Kimberly G. Morris	535.07	Employee Reimbursement
Employee Reim	IM*E0054719	Thomas M. Murray	265.88	Employee Reimbursement
Employee Reim	IM*E0054720	John A. Paris	70.00	Employee Reimbursement
Employee Reim	IM*E0054721	Christina L. Payton	167.28	Employee Reimbursement
Employee Reim	IM*E0054722	William W. Rathe	93.70	Employee Reimbursement
Employee Reim	IM*E0054723	Cynthia R. Rice	51.30	Employee Reimbursement

D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Employee Reim	IM*E0054724	Sharon R. Roschay	385.45	Employee Reimbursement
Employee Reim	IM*E0054725	Kathleen A. Smid	48.72	Employee Reimbursement
Employee Reim	IM*E0054726	Mark J. Sutherland	1,781.10	Employee Reimbursement
Employee Reim	IM*E0054727	Kevin S. Tyrrell	1,567.92	Employee Reimbursement
Employee Reim	IM*E0054728	Sarah E. Warren	25.92	Employee Reimbursement
Employee Reim	IM*E0054729	John Santiago	2,340.00	Employee Reimbursement
Employee Reim	IM*E0054815	Shamili Ajgaonkar	65.00	Employee Reimbursement
Employee Reim	IM*E0054816	Jose R. Alferez	1,168.98	Employee Reimbursement
Employee Reim	IM*E0054817	James E. Allen	75.50	Employee Reimbursement
Employee Reim	IM*E0054818	Scott D. Banjavcic	3,203.96	Employee Reimbursement
Employee Reim	IM*E0054819	Becky A. Benkert	120.00	Employee Reimbursement
Employee Reim	IM*E0054820	Alexander Bolyanatz	330.00	Employee Reimbursement
Employee Reim	IM*E0054821	Katherine A. Cabai	198.20	Employee Reimbursement
Employee Reim	IM*E0054822	Thomas G. Carter	496.01	Employee Reimbursement
Employee Reim	IM*E0054823	Erin M. Cetera	24.04	Employee Reimbursement
Employee Reim	IM*E0054824	Brian D. Clement	479.75	Employee Reimbursement
Employee Reim	IM*E0054825	John R. Connell	9,323.78	Employee Reimbursement
Employee Reim	IM*E0054826	Ranita Dailey	69.77	Employee Reimbursement
Employee Reim	IM*E0054827	Michael W. Duggan	426.85	Employee Reimbursement
Employee Reim	IM*E0054828	Gilbert J. Egge	477.27	Employee Reimbursement
Employee Reim	IM*E0054829	Jonita M. Ellis	106.93	Employee Reimbursement
Employee Reim	IM*E0054830	Helen C. Feng	39.47	Employee Reimbursement
Employee Reim	IM*E0054831	Valeria J. Fike	176.00	Employee Reimbursement
Employee Reim	IM*E0054832	Kathleen M. Finan	100.00	Employee Reimbursement
Employee Reim	IM*E0054833	Helen E. Gbala	25.00	Employee Reimbursement
Employee Reim	IM*E0054834	Kay A. Gerken	55.00	Employee Reimbursement
Employee Reim	IM*E0054835	James W. Janich	1,850.00	Employee Reimbursement
Employee Reim	IM*E0054836	Debra Jeffay	52.92	Employee Reimbursement
Employee Reim	IM*E0054837	Benjamin C. Johnson	45.31	Employee Reimbursement
Employee Reim	IM*E0054838	Sara S. Kirby	17.82	Employee Reimbursement
Employee Reim	IM*E0054839	Mir Z. Mahmood	175.00	Employee Reimbursement
Employee Reim	IM*E0054840	Sarah H. Martino	14.96	Employee Reimbursement
Employee Reim	IM*E0054841	Maren K. McKellin	417.04	Employee Reimbursement
Employee Reim	IM*E0054843	Kimberly G. Morris	480.35	Employee Reimbursement
Employee Reim	IM*E0054844	Angela M. Nackovic	10.80	Employee Reimbursement
Employee Reim	IM*E0054846	Thomas J. Robertson	487.00	Employee Reimbursement
Employee Reim	IM*E0054847	Jason Snart	26.99	Employee Reimbursement
Employee Reim	IM*E0054848	Nicole I. Spizzirri	27.97	Employee Reimbursement
Employee Reim	IM*E0054849	Melissa L. Victor	1,231.40	Employee Reimbursement
Employee Reim	IM*E0054859	Mirta Pagnucci	2,802.58	Employee Reimbursement
Invoice > \$15,000	IM*0201387	Community College Health Consortium	(1,288,099.31)	Check issued prior month; voided in current month
Invoice > \$15,000	IM*0201734	Black Humour, Inc.	31,500.00	Other Contractual Services Expense
Invoice > \$15,000	IM*0201753	Star Productions, LLC	22,500.00	Other Contractual Services Expense
Invoice > \$15,000	IM*0203214	Postmaster - Glen Ellyn	26,000.00	USPS Prepaid
Invoice > \$15,000	IM*0203215	Healthcare Service Corporation	56,315.97	Vision/Dental PPO Payouts
Invoice > \$15,000	IM*0203216	Unum Life Insurance Company	19,000.68	Long Term Care - Insurance
Invoice > \$15,000	IM*0203235	Xerox Corporation	45,558.33	Rental - Equipment
Invoice > \$15,000	IM*0203236	American Express Travel Related Services Company, Inc.	70,699.24	Conference fees and travel fees
Invoice > \$15,000	IM*0203238	Reliance Standard Life Insurance Company	44,811.28	Life Insurance
Invoice > \$15,000	IM*0203385	B & H Photo Video	80,952.51	Equipment - Instructional
Invoice > \$15,000	IM*0203386	ESi Acquisition, Inc.	34,535.90	Equipment - Office
Invoice > \$15,000	IM*0203387	Zehnder Communications, Inc.	35,762.00	Advertising Expense

D. All Disbursements Excluding Payroll  
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CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

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AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Invoice > \$15,000	IM*0203395	Schiff Hardin LLP	44,895.16	Legal Services Expense
Invoice > \$15,000	IM*0203420	Dupage County Collector	55,951.01	Other Fixed Charges Expense
Invoice > \$15,000	IM*0203421	Dupage County Collector	79,568.92	Other Fixed Charges Expense
Invoice > \$15,000	IM*0203528	ComEd/Commonwealth Edison-Carol Stream	70,130.36	Electricity Expense
Invoice > \$15,000	IM*E0054259	IACE Travel	33,530.00	Field Studies Travel - Participant Paid
Invoice > \$15,000	IM*E0054404	Corporate Lakes Property	15,868.48	Rental Facility
Invoice > \$15,000	IM*E0054405	Nicor Enerchange	28,707.38	Gas Expense
Invoice > \$15,000	IM*E0054406	Community College Health Consortium	1,288,099.31	PPO Premier Payments
Invoice > \$15,000	IM*E0054410	Community College Health Consortium	1,297,714.49	PPO Premier Payments
Invoice > \$15,000	IM*E0054537	DuPage Credit Union	36,559.86	Credit Union-Payroll Withholding
Invoice > \$15,000	IM*E0054538	Navia Benefit Solutions	16,164.72	Flexible Spending Accounts-Payroll Withholding
Invoice > \$15,000	IM*E0054539	SURS-State Univ Retirement System	352,999.00	Employee Retirement Contribution-Payroll Withholding
Invoice > \$15,000	IM*E0054539	SURS-State Univ Retirement System	14,824.38	SURS Health-College Share
Invoice > \$15,000	IM*E0054539	SURS-State Univ Retirement System	1,953.28	College Share Trust & Federal Funds
Invoice > \$15,000	IM*E0054583	DAOES	174,203.00	Funds Held in Custody of Other
Invoice > \$15,000	IM*E0054584	Valic Retirement Service	164,936.15	Annuities-Payroll Withholding
Invoice > \$15,000	IM*E0054585	Krueger International, Inc.	32,469.32	Equipment - Office
Invoice > \$15,000	IM*E0054586	Precise Printing Network Inc.	29,850.00	Printing Expense
Invoice > \$15,000	IM*E0054587	Smith Maintenance Company	36,169.88	Custodial Services
Invoice > \$15,000	IM*E0054598	Village of Glen Ellyn	23,656.73	Water - Sewage Expense
Invoice > \$15,000	IM*E0054730	Midwest Photo Exchange	17,408.48	Equipment - Instructional
Invoice > \$15,000	IM*E0054731	North American	15,918.20	Equipment - Office
Invoice > \$15,000	IM*E0054732	VIRE Micro Corporation	15,069.00	Other supplies
Invoice > \$15,000	IM*E0054733	Rathje & Woodward LLC	93,396.20	Legal Services Expense
Invoice > \$15,000	IM*E0054734	William E. Hay & Company	23,442.00	Other Contractual Services Expense
Invoice > \$15,000	IM*E0054738	JMA Construction Inc.	82,460.00	Building Remodeling Expense
Invoice > \$15,000	IM*E0054739	Power Construction Company, LLC	43,125.00	New Bldgs and Additions
Invoice > \$15,000	IM*E0054740	Illinois Power Marketing D/B/A Homefield Energy	121,948.01	Electricity Expense
Invoice > \$15,000	IM*E0054741	Schuyler Roche & Crisham PC	49,668.27	Legal Services Expense
Invoice > \$15,000	IM*E0054850	Edward Hospital-Emss	17,280.00	Instructional Service Contribution
Invoice > \$15,000	IM*E0054851	Perkins + Will, Inc.	23,900.00	Consultants Expense
Invoice > \$15,000	IM*E0054852	Sodexo	16,650.35	Conference/Meeting Expense- Local
Invoice > \$15,000	IM*E0054855	DuPage Credit Union	32,626.69	Credit Union - Payroll Withholding
Invoice > \$15,000	IM*E0054856	Navia Benefit Solutions	15,461.22	Flexible Spending Accounts- Payroll Withholding
Invoice > \$15,000	IM*E0054857	SURS-State Univ Retirement System	315,665.37	Employee Retirement Contribution-Payroll Withholding
Invoice > \$15,000	IM*E0054857	SURS-State Univ Retirement System	13,456.45	SURS Health College Share
Invoice > \$15,000	IM*E0054857	SURS-State Univ Retirement System	2,471.43	College Share Trust & Federal Funds
Invoice > \$15,000	IM*E0054858	Valic Retirement Service	139,471.06	Annuities-Payroll Withholding
Invoice > \$15,000	IM*A474	IDES-Magnetic Media Unit	133,837.86	Withholding Tax - State
Invoice > \$15,000	IM*A475	Department of Treasury	509,193.96	Withholding Tax - Federal
Invoice > \$15,000	IM*A475	Department of Treasury	59,362.67	Medicare Tax - COD Share 5/13/16 PR
Invoice > \$15,000	IM*A475	Department of Treasury	1,898.14	Fica Tax - COD Share 5/13/16 PR
Invoice > \$15,000	IM*A478	IDES-Magnetic Media Unit	120,243.94	Withholding Tax - State
Invoice > \$15,000	IM*A479	Department of Treasury	461,282.66	Withholding Tax - Federal
Invoice > \$15,000	IM*A479	Department of Treasury	53,197.50	Medicare Tax - COD Share 5/27/16 PR
Invoice > \$15,000	IM*A479	Department of Treasury	1,425.71	Fica Tax - COD Share 5/27/16 PR
Invoice > \$15,000	IM*W426	Costa Rican Language Academy	43,970.00	Field Studies Travel - Participant Paid
Invoice > \$15,000	IM*W430	Vesatours	16,468.50	Field Studies Travel - Participant Paid
Invoice > \$15,000	IM*W431	Amalgamated Bank of Chicago	20,600,877.50	Bond Principal payments
Invoice > \$15,000	IM*W432	Kyoto International Academy	30,800.00	Field Studies Travel - Participant Paid
Student Refunds		Checks issued in prior month; voided in current month	(124,609.96)	
Student Refunds		Paper Checks	788,190.51	

D. All Disbursements Excluding Payroll  
 College of DuPage  
 Community College District No. 502  
**ACCOUNTS PAYABLE AND PAYROLL REPORT**  
**CASH DISBURSEMENTS**  
 May 31, 2016

CHECKS ISSUED DURING ACCOUNTING MONTH - MAY

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.				
AP TYPE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
Student Refunds		Credit Cards	81,220.26	
Student Refunds		Touchnet E-check Disbursements	523,563.77	
Student Refunds		Touchnet Credit Card Disbursements	103,791.48	
<b>TOTAL CHECKS, E-CHECKS, ACH AND WIRE TRANSFERS ISSUED DURING THE ACCOUNTING MONTH</b>			<b>\$ 29,301,806.64</b>	

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

May 2016 Professional Services

Professional and Legal Services for approval to be paid in June 2016

William E. Hay & Company	Professional Services April/May 2016 (Final Billing)	\$	16,792.00
Rock Fusco & Connelly	Legal Services April 2016	\$	132.50
Schiff Hardin	Legal Fees/Services May 2016	\$	30,083.99
Schiff Hardin	Legal Fees/Services February 2016	\$	9,180.34
Stout Risius Ross	Professional Services April 2016	\$	15,000.00
Roberts & Caruso	Legal Fees/Services January 2016	\$	3,265.75
Roberts & Caruso	Legal Fees/Services March 2016	\$	1,083.75
Roberts & Caruso	Legal Fees/Services April 2016	\$	787.70
Roberts & Caruso	Legal Fees/Services May 2016	\$	2,258.75
		\$	<u>78,584.78</u>