

Illinois Community College Board

354th Meeting
Agenda and Materials

Work Session

September 17, 2004
9:00 a.m. - 3:00 p.m.

Lincoln Land Community College
Workforce Center
Classrooms 2 & 3
Springfield, IL



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Agenda
354th Meeting of the
Illinois Community College Board
Work Session
Illinois Community College Board Office
Lincoln Land Community College Campus
Workforce Center Classrooms 2 & 3
2450 Foundation Drive
Springfield, Illinois

September 17, 2004
9:00 a.m. - 3:00 p.m.

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Revised
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**RECOMMENDATIONS OF THE
ILLINOIS ADULT EDUCATION AND FAMILY LITERACY
FUNDING STUDY TASK FORCE**

The Illinois Adult Education and Family Literacy Funding Study Task Force Report and recommendations were provided to the Board at its meeting on May 21, 2004, for review and comment. Discussion of the content and recommendations of the final report of the Task Force were presented to the Board at its meeting on June 18, 2004. Since that time, discussion of the recommendations has continued with providers, Senator Miguel del Valle, and the tri-chairs of the Task Force: Dr. Charles Guengerich, President of Wilbur Wright College; Ms. Susan Kidder, Executive Director of Literacy Chicago; and Mr. John Muirhead, Director of Adult Education at Urbana School District #116. This item is asking for the Board to take action on the recommendations contained in the report.

RECOMMENDED ACTION

The Illinois Community College Board hereby adopts the principles and recommendations of the Adult Education and Family Literacy Funding Study Task Force, including the following modifications, and directs the ICCB staff to implement these recommendations consistent with applicable state and federal legislation beginning in fiscal year 2006.

With the approval of the tri-chairs of the Task Force, the following changes to the previous recommendations are made:

1. the proposed funding framework will be reviewed three years, rather than five years, after implementation to examine trends and results, and
2. within the units of instruction in the base funding component of the funding framework, units of instruction categorized as vocational instruction will be weighted at 1.50.

In addition, two points contained in the Report and Recommendations are reemphasized:

1. there will be a 5 percent cap on the amount that any program can be reduced during the three-year period leading to the review of the framework, and
2. the Task Force, providers, ICCB staff, and the ICCB strongly recommend that continued and persistent efforts be made to increase the amount of funds available to provide Adult Education and Family Literacy services in the State of Illinois.

Illinois Community College Board

COMMUNITY COLLEGE BACCALAUREATE DEGREES

One of the major missions of community colleges is to assist in meeting the educational needs of the communities they serve. In Illinois, this traditionally has been done through a system of comprehensive community colleges that provide baccalaureate transfer (first two years of the baccalaureate degree) education, career and technical education (including credit and non-credit preparation and upgrading for employment needs), adult education and literacy, and personal enrichment through non-credit coursework. The system serves nearly one million students a year providing access at times and locations convenient to the non-traditional populations it serves. Students include those from teens to senior citizens and from all racial and ethnic backgrounds. For many, community colleges provide the only access to higher education opportunities in the state. Because of these factors, community colleges are being asked to expand their missions to assist students in acquiring access to completion of baccalaureate degree education.

Numerous approaches have been offered as possible ways of meeting this expressed need for greater access to baccalaureate education. Examples of these approaches include baccalaureate degree granting institutions offering programs at more off campus locations (including community college campuses), technology provided access, dual admission, and expanded degree authority for institutions. This latter approach would allow community colleges to award baccalaureate degrees at least in selected discipline areas. William Rainey Harper College is currently proposing to seek a change in state statutes to allow it to take this approach. While this approach has been taken in some states, such a movement would present a major philosophical and policy change in the way Illinois has chosen to meet its higher education needs. Public and private colleges and universities in Illinois have a strong tradition of working together to address higher education needs. A comprehensive study of the ways to meet the higher education needs of the state is needed before the state grants permission for institutions to embark on such a course of action. Factors such as the impact on state and local funding, programmatic needs, and financial aid must be evaluated prior to determining how the educational needs of the state should be met. Therefore, the following motion is offered for the Board's consideration.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board, hereby, opposes any changes to Illinois State Statutes allowing community colleges to offer baccalaureate degrees until a comprehensive evaluation of issues leading to such proposals and solutions to those issues is conducted. It further directs the President/CEO of the Illinois Community College Board to work with the Executive Director of the Illinois Board of Higher Education in conducting such an evaluation.

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LEGISLATIVE UPDATE

An oral report will be presented to the Board at its meeting on September 17, 2004.

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Minutes of the 353rd Meeting of the
Illinois Community College Board
June 18, 2004
Springfield Renaissance Hotel
Freeport Room
Springfield, Illinois

Item #1 - Roll Call and Declaration of Quorum

Chairman Alongi called the meeting to order at 9:00 a.m. Roll call was taken with the following members present: Guy Alongi, Marjorie Cole, James Frommeyer, Laurna Godwin, Marikay Hegarty, Suzanne Morris, and Judith Rake. James Berkel, Hermene Hartman, and Rudolph Papa were absent.

Item #2 - Announcements and Remarks Guy Alongi, Chair

Chairman Alongi welcomed guests.

Board members were asked to sign times sheets placed before them today in order to comply with newly adopted legislation addressing time spent for their services. This information will be kept on file in the ICCB office.

Item #3 - Election of Illinois Community College Board Vice Chair for Fiscal Year 2005

Marikay Hegarty made a motion, which was seconded by Marjorie Cole, to nominate Suzanne Morris as ICCB Vice Chair for Fiscal Year 2005. The motion was approved by unanimous voice vote. Ms. Morris accepted the appointment.

Item #4 - Committee Reports

Item #4.1 - Adult Education Transition Committee

Judith Rake commended the state and the Illinois community colleges on their selection to be part of a federal project titled the "Star Project" to study intermediate level adult education. Illinois is one of only six states selected by the U.S. Department of Education to participate.

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Illinois is also one of four states selected to be part of a research grant by McGraw Hill Publishing Company to study the effectiveness of state community college boards in the administration of adult education services.

The Illinois community college presidents were commended for their assistance in helping Illinois gain national recognition.

Sarah Hawker and Rhonda Serafin will report later in the agenda on other adult education and family literacy initiatives.

Item #4.2 - Budget and Finance Committee

Marjorie Cole reported the committee discussed the financial statements which included the examination of nine funds. The state general funds were reviewed in more detail. Also discussed were fiscal year 2005 office budget issues.

Agenda Items #9.4, #9.5, #9.6, and #9.7 were discussed in detail. They are annual items that are recommended by the committee for approval by the Board today.

The Committee will study the salary disparity between the ICCB and other state agencies; e.g., the Illinois Board of Higher Education and the Illinois State Board of Education. This initiative will be discussed at a future Board meeting. President Geoffrey Obrzut commended the Board on studying this disparity.

Item #5 - President/CEO Report

Geoffrey Obrzut reported the General Assembly did not adjourn on May 31, 2004. Staff will continue to monitor legislative activities and apprise the Board of action.

A House Higher Education Appropriation Hearing was held on June 17. No action was taken by the Committee, but they did request information on a "bare bones" budget for the system and how students would be affected if a 3 percent cut was implemented. The system's current funding level is approximately at the fiscal year 1998 level.

The Illinois Community College Board will contract with Brenda Albright of the Franklin Education Group in Franklin, Tennessee, to facilitate new discussion on the Illinois Community College System Equalization Funding Formula. Meetings of the Finance Advisory Committee, which is studying the issue, have been scheduled for July 15 and July 22. A target date for conclusion of the study is late October.

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Chairman Alongi and President Obrzut are seeking salary increases for ICCB staff. Chairman Alongi sent a memo to the Governor's Office indicating salary increases have not been given for three years. We are awaiting their response.

Mr. Obrzut spoke at the Chief Academic Officers Retreat on June 11 at Zion, Illinois, and was speaker at Triton College's Commencement on May 15.

During May, President Sunil Chand of the College of DuPage and Mr. Obrzut participated in a taping of Senator Cronin's Illinois Education Cable TV program to be aired throughout the cable TV channels in the Chicago metropolitan area.

Mr. Obrzut has visited 20 of the 39 community college districts at this time. He plans to complete his visits following the adjournment of the legislative session.

Richland Community College was commended for hosting the June 8 meeting of the Illinois Board of Higher Education.

Item #6 - Advisory Organizations

Item #6.1 - Adult Education and Family Literacy Advisory Council

Rhonda Serafin reported the Council met five times during fiscal year 2004. Ms. Serafin reported on the many accomplishments of the Council which included work on GED governance and testing issues and Adult Education and Family Literacy Funding Task Force Recommendations. Highlights were reported on the Council's four focus area teams.

Applications are being received for fiscal year 2005 Council officers. New officers will begin their terms in September 2005.

The Council appreciates the opportunity to provide input to the Illinois Community College Board and its staff on important adult education and family literacy issues.

Item #6.2 - Illinois Community College Trustees Association

Jake Rendleman commended the ICCB for its working relationship with the Trustees Association and Presidents Council.

The Trustees support the addition of \$16.7 million for the City Colleges of Chicago to the fiscal year 2005 budget for the community college system.

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The ICCTA's Annual Convention is currently underway and the Board is invited to participate in the activities. Dr. George Boggs, President of the American Association of Community Colleges in Washington, D.C., will be a key participant in the Convention.

Mr. Rendleman reported on Convention seminars scheduled for today and tomorrow.

Rev. Albert Tyson of the City Colleges of Chicago will become the new president of the Trustees Association on July 1, 2004.

ICCB Chairman Alongi commended Mr. Rendleman for his leadership to the Illinois Community College System during his year as ICCTA president.

Item #6.3 - Presidents Council

Terry Ludwig reported on the Presidents Council's meeting held yesterday. The Illinois Community College Board and staff were commended for their support to the Council.

Effective July 1, 2004, Dr. Jon Astroth of Heartland Community College will become President of the Council of Presidents. Dr. Alice Jacobs of Danville Area Community College will become Vice President and Dr. Keith Miller of Black Hawk College will become Secretary/Treasurer.

Dr. Ludwig reported on accomplishments of the Council during the past year, which included addressing funding for the community colleges, transitions and relationship building, federal and state legislative issues, and workforce and economic development.

ISAC changes in the MAP award are anticipated to be an advantage to the community college students. Discussions will also focus on AAT.

Deputy Governor of Education Brenda Holmes attended the Council meeting on June 17. Cordelia Meyer, Virginia McMillan, Marguerite Boyd, and Gretchen Naff attended yesterday's Council meeting and discussed teacher preparation issues.

The summer meeting of the Presidents Council will be July 21, 2004 at Heartland Community College in Normal.

Dr. Ludwig expressed his appreciation for the opportunity to serve as president of the Council during the past year.

ICCB Chairman Alongi commended Dr. Ludwig for his leadership to the Illinois Community College System during his year as Council president.

On behalf of the Illinois Community College Board and staff, Geoffrey Obrzut commended Mr. Rendleman and Dr. Ludwig for their leadership to the Illinois Community College System.

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Item #6.4 - Illinois Community College Faculty Association

No report was made today.

Item #6.5 - Student Advisory Council

James Frommeyer reported that the Student Advisory Council has worked diligently over the past year to organize Student Lobby Day. The most recent Student Lobby Day was extremely successful.

Jim thanked the Board for his opportunity to serve as ICCB Student Member during the past year.

Nick Kachiroubas reported on the Student Leadership Institute currently being held today. Nick commended Jim for his leadership to the students and presented him with a folder on behalf of the ICCB Student Advisory Committee.

Mr. Kachiroubas invited the Board members to attend the SAC meeting today.

Geoffrey Obrzut thanked Jim Frommeyer for his service during the past year. Mr. Obrzut introduced Christopher Denton as the new ICCB Student Member, effective July 1, 2004. Mr. Denton is a student at Danville Area Community College.

Item #7 - Recommendations of the Adult Education and Family Literacy Funding Study Task Force

Geoffrey Obrzut reported that on June 11, Senator Miguel del Valle requested the ICCB to defer action on the recommendations of the Adult Education and Family Literacy Funding Study Task Force until the September 17, 2004 ICCB meeting. In conversation with Chairman Alongi and ICCB staff, an agreement was made to delay until that time.

Sarah Hawker reported on activities and factors considered by the Task Force during the past several months to draft these recommendations. The principles that drove the task force were identified. Ms. Hawker commended the Task Force's Tri-Chairs Dr. Charles Guengerich, President of Wright College; Susan Kidder, Executive Director, Literacy Chicago; and Mr. John Muirhead, Director of Adult Education, Urbana School District #116, who worked with facilitator Brenda Albright of the Franklin Education Group in Franklin, Tennessee. Other task force members present today were commended as follows: Robert Luther, Lin Warfel, Gary Davis, Tom Schmidt, Rhonda Serafin, and Board members James Berkel and Judith Rake. ICCB staff commended were Jennifer Foster, Don Wilske, and Scott Parke.

Jennifer Foster reported on the state and federal law for funding and on the development of new data for the collection process.

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Don Wilske reported on the relationship between the changes made by the Community College System Funding Task Force and the recommendations of the Adult Education and Family Literacy Funding Study Task Force.

Dr. Charles Guengerich addressed the Board and commended ICCB staff. He also urged that the Adult Education and Family Literacy funding formula be reviewed more frequently.

Geoffrey Obrzut stated that staff will consider hiring a grant writer to seek additional adult education funding. Mr. Obrzut thanked all persons involved for their work on the committees. Board action on the recommendations will be requested at the September 17 ICCB meeting.

Judith Rake added that a new database will be very helpful in securing additional funding. She commended Brenda Albright for her work in facilitating the task force, and she is pleased that Ms. Albright will be facilitating the system's Equalization Committee.

Sarah Hawker responded to Suzanne Morris on an ESL question and identified the benefits of this service.

Laurna Godwin made a motion, which was seconded by Judith Rake, to table Item #7 until the September 17, 2004 meeting of the Illinois Community College Board. The motion was approved by unanimous voice vote. Student vote: Yes.

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ICCTA Executive Director Gary Davis arrived with Dr. George Boggs, President of the American Association of Community Colleges. Dr. Boggs addressed the Board.

* * * * *

Virginia McMillan reported on a higher education policy issue whereby the Board will form a task force to study a proposal by William Rainey Harper College to offer baccalaureate degrees. The task force will study broader issues which would focus on the offering of baccalaureate degrees at community colleges. Various constituents will be asked to appoint representatives to this task force to work with ICCB staff to review the issues.

* * * * *

Item #8 - Illinois Community College System Selected Programs and Services for Underrepresented Groups

Dr. Scott Parke made a presentation on how the Illinois community colleges have served students with disabilities over the past year.

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Laurna Godwin made the following motion, which was seconded by Marikay Hegarty:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby endorses the following recommendations from the *Illinois Community College System Selected Programs and Services for Underrepresented Groups – Focus Area: Addressing the Needs of Students with Disabilities*.

1. The Illinois Community College Board and partners in the delivery of education and training programs should make the pursuit of additional funding to provide services and support to students with disabilities and other underrepresented groups a priority.
2. College officials should continue actively engaging in the implementation of cooperative agreements between Office of Rehabilitation Services to promote student achievement and employability for individuals with disabilities.
3. The Illinois Community College Board and partners should collaboratively pursue additional funding to provide the assistive technology and auxiliary services necessary for individuals with disabilities to more fully participate in higher education opportunities.
4. Illinois Community College Board and colleges should fully cooperate with additional information requests about the types of disabilities which individuals possess.
5. College officials should address those areas identified in local analysis that provide the greatest opportunity to improve services to students with disabilities.

The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Item #9 - Consent Agenda

Suzanne Morris made a motion, which was seconded by Laurna Godwin, to approve the following items:

Item #9.1 - Minutes of the May 21, 2004 Meeting/Work Session

The Illinois Community College Board hereby approves the minutes of the May 21, 2004, meeting as recorded.

Item #9.2 - Minutes of the May 27, 2004 Special ICCB Meeting via Conference Call

The Illinois Community College Board hereby approves the minutes of the May 27, 2004 Special Meeting via Conference Call.

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Item #9.3 - Review of Executive Session Minutes

The Illinois Community College Board hereby determines that minutes of its executive sessions held on June 14, 2002; September 20, 2002; October 18, 2002; January 17, 2003; May 15, 2003; November 13-14, 2003; November 18, 2003 and December 8, 2003 are to remain confidential. All prior minutes of executive sessions have been made available for public inspection.

Item #9.4 - Contracts for the Illinois Community College Board Office

The Illinois Community College Board hereby approves the following fiscal year 2005 contractual agreements:

<u>Vendor</u>	<u>Purpose of Contract</u>	<u>FY 2005 Estimated Annual Cost</u>
IL Community College System Foundation - renewal	Rental of Office Space	\$ 254,720
Lincoln Land Community College - renewal	Rental of Office	\$ 53,005
Dougherty, Bridget - renewal	State Legislative Services	\$ 45,000
Career and Technical Education And Para Professional Technical Assistants	Liaison Services (5 Contracts)	\$ 138,000 *
Sarah Aughenbaugh	Human Resources Contract	\$ 37,000 *
Unknown	Legal Services	\$ 55,000 **

* Billed daily, annual cost is estimated, but will not exceed a set maximum

** Will be competitively bid, an hourly rate will be negotiated

Item #9.5 - Authorization to Enter into Interagency Contracts/Agreements

The Illinois Community College Board hereby authorizes its President/CEO, in concurrence with the ICCB Chair, to enter into interagency contracts/agreements, as needed for fiscal year 2005.

Item #9.6 - Authorization to Transfer Funds Among Line Items

The Illinois Community College Board hereby authorizes its President/CEO to transfer funds among fiscal year 2005 appropriated operating line items, as needed.

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Item #9.7 - Authorization to Set Salary Levels and Salary Ranges

The Illinois Community College Board hereby authorizes its President/CEO, in concurrence with the ICCB Chair, to set fiscal year 2005 staff salary levels and to adjust salary ranges, as necessary.

Item #9.8 - Illinois Community College Board Revised Fiscal Year 2005 Calendar of Meetings and Fiscal Year 2006 Calendar of Meetings

The Illinois Community College Board hereby adopts the following revised fiscal year 2005 calendar of meetings and the fiscal year 2006 calendar of meetings.

Fiscal Year 2005 (Revised)

July 16, 2004	(Subject to Call)
September 17	9:00 a.m. - ICCB Office, Lincoln Land Community College, Springfield (Work Session)
October 15	9:00 a.m. - Parkland College, Champaign (Business Session)
December 3	(Subject to Call)
January 21, 2005	9:00 a.m. - ICCB Office, 401 E. Capitol, Springfield (Work Session)
February 18	9:00 a.m. - Southeastern Illinois College, Harrisburg (Business Session)
May 20	9:00 a.m. - ICCB Office, 401 East Capitol Avenue, Springfield (Work Session)
*June 17	9:00 a.m. - Hyatt Regency McCormick Place, Chicago (Business Session)

Fiscal Year 2006

July 15, 2005	(Subject to Call)
September 16	9:00 a.m. - ICCB Office, Lincoln Land Community College, Springfield (Work Session)
October 21	9:00 a.m. - Lake Land College, Mattoon (Business Session)
December 2	(Subject to Call)
January 20, 2006	9:00 a.m. - James R. Thompson Center, Chicago (Work Session)
February 17	9:00 a.m. - Shawnee Community College, Ullin (Business Session)
May 19	9:00 a.m. - ICCB Office, 401 East Capitol Avenue, Springfield (Work Session)
*June	9:00 a.m. - (Day and location to be determined) (Business Session)

* June meetings of the Board are held in conjunction with the ICCTA and the Presidents Council

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Item #9.9 - Illinois Community College Board Recognition of Community Colleges

The Illinois Community College Board hereby grants a status of “recognition continued” to the following districts:

Illinois Central College
Lincoln Land Community College
John A. Logan College
McHenry County College
Moraine Valley Community College
Rend Lake College
Shawnee Community College (*with continued monitoring of data systems and analyses during fiscal year 2005*)

Item #9.10 - Approval of the Illinois Community College Board Employee Guidebook (Initial Approval)

The Illinois Community College Board hereby approves the *Illinois Community College Board Employee Guidebook* and authorizes its President/CEO to process this employee guidebook and make necessary changes as deemed appropriate, with concurrence of the Board Chairman.

Item #9.11 - New Units of Instruction

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

Richard J. Daley College

- Transportation & Distribution Logistics A.A.S. degree (63 semester credit hours)
- Transportation & Distribution Logistics Certificate (36 semester credit hours)

John A. Logan College

- Massage Therapy Certificate (30 semester credit hours)
- Emergency Medical Services A.A.S. degree (67 semester credit hours)

Waubonsee Community College

- Construction Management Technology A.A.S. degree (64 semester credit hours)

Illinois Valley Community College

- Paraprofessional Educator A.A. S. Degree (64 semester credit hours)

Prairie State College

- Paraprofessional Educator A.A. S. Degree (62 semester credit hours)
- Paraprofessional Educator Certificate (33 semester credit hours)

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Richland Community College

- Paraprofessional Educator A.A. S. Degree (62 semester credit hours)

Rock Valley College

- Paraprofessional Educator A.A. S. Degree (64 semester credit hours)
- Paraprofessional Educator Certificate (34 semester credit hours)

Triton College

- Paraprofessional Educator A.A. S. Degree (62 semester credit hours)

Item #9.12 - Proposed Amendments to Illinois Community College Board Rules Concerning Midterm Certification of Students for State Funding (Initial Approval)

The Illinois Community College Board hereby adopts and initially approves the following amendments to the *Administrative Rules of the Illinois Community College Board* and authorizes its President/CEO to process these amendments in accordance with the Illinois Administrative Procedures Act.

The motion was approved by unanimous voice vote. Student advisory vote. Yes.

Item #10 - Information Items

Item #10.1 - Fiscal Year 2004 Financial Statements

Financial Statements are provided to the Board for information.

Item #11 - Other Business

Chairman Alongi presented a plaque to James Frommeyer for his service to the Board as ICCB Student Member for fiscal year 2004.

Judith Rake read two ICCB Resolutions honoring Urouj Shaw of Oakton Community College and David Grinslade of Malcolm X College for being named to the USA Today All-USA Community and Junior College Academic First Team. These Resolutions will be signed by members of the Illinois Community College Board and sent to the two students in the near future.

Item #12 - Executive Session

At 10:40 a.m., Suzanne Morris made a motion, which was seconded by Judith Rake, to go into executive session for the purpose of discussing ICCB legal matters. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

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At 11:20 a.m. Marjorie Cole made a motion, which was seconded by Suzanne Morris, to return to open session. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

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Jerry Corcoran of Illinois Valley Community College, a doctoral student at Northern Illinois University, addressed the Board. Mr. Corcoran highlighted a study he is conducting which addresses strategic plans for Illinois community colleges similar to studies completed in the states of Washington and Iowa.

* * * * *

Item #13 - Adjournment

Laurna Godwin made a motion, which was seconded by James Frommeyer, to adjourn the meeting at 11:50 a.m. The motion was approved by unanimous voice vote. Student advisory vote: Yes.

Guy H. Alongi
Chairman

Geoffrey S. Obrzut
President/CEO

NEW UNITS OF INSTRUCTION

The Illinois Community College Board is requested to approve new units of instruction for the following community colleges:

RECOMMENDED ACTION:

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

Frontier Community College

- Electrical Distribution Systems Certificate (31 semester credit hours)

Illinois Central College

- Therapeutic Massage Certificate (37.5 semester credit hours)

Kankakee Community College

- Paraprofessional Educator A.A.S. degree (62 semester credit hours)
- Paraprofessional Educator Certificate (31 semester credit hours)
- Desktop Publishing A.A.S. degree (64 semester credit hours)
- Desktop Publishing Certificate (31 semester credit hours)

Lake Land College

- Esthetics Certificate (37 semester credit hours)

Lincoln Land Community College

- Commercial Electrical Maintenance A.A.S. degree (64 semester credit hours)
- Medical Coding Specialist Certificate (39 semester credit hours)

Lincoln Trail College

- Medical Assistant Certificate (36 semester credit hours)

John A. Logan College

- Auto Collision Technology A.A.S. degree (66 semester credit hours)

Prairie State College

- Fitness and Exercise A.A.S. degree (64 semester credit hours)

Rend Lake College

- Secondary Mathematics A.A.T. degree (63 semester credit hours)

Sauk Valley Community College

- Paraprofessional Educator A.A.S. degree (64 semester credit hours)
- Advanced Early Childhood Education Certificate (32 semester credit hours)

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Shawnee Community College

- Paraprofessional Educator A.A.S. degree (63 semester credit hours)
- Paraprofessional Educator Certificate (32 semester credit hours)

Triton College

- Secondary Mathematics A.A.T. degree (64 semester credit hours)

Harry S. Truman College

- Secondary Mathematics A.A.T. degree (62-65 semester credit hours)

John Wood Community College

- Animal Science A.A.S. degree (64 semester credit hours)

BACKGROUND

Frontier Community College, one of the Illinois Eastern Community Colleges, is seeking approval to offer a 31 semester credit hour “Electrical Distribution Systems” certificate program. This program will prepare individuals for employment as electrical power maintenance and repairers. Electrical distribution workers build and maintain overhead and underground distribution systems. The curriculum consists of coursework in electrical distribution systems, equipment operation, transformer theory and installation, conductor installation, service and metering, pole framing and construction specification, underground distribution, fusing, substation and volt regulation, climbing skills and safety and accident prevention. Labor market information provided by the college supports the interest in and need for a formalized training program in electrical line maintenance. Currently, there are no other colleges within the district nor in surrounding districts offering this type of training. The college anticipates an enrollment of 15 full-time and 15 part-time students the first year. The program will require one new full-time and two existing part-time faculty the first year. Costs for implementing this program will be approximately \$223,800 the first year, \$98,000 the second year, and \$129,500 the third year. The higher cost during the first year reflects initial equipment and instructional material purchases.

Illinois Central College is seeking approval to offer a 37.5 semester credit hour certificate program in “Therapeutic Massage”. This program will prepare individuals for employment as massage therapists in hospitals and physician’s offices, health and fitness facilities, hotels and resorts, long-term care facilities, and in private-practice. The curriculum consists of 11 semester credit hours of general education coursework, 23.5 semester credit hours of career and technical education requirements, and three (3) semester credit hours of work-based learning. The career and technical component includes coursework in introductory massage therapy and bodywork, fundamental massage techniques, anatomy and physiology, professional issues, concepts of holistic health, applied kinesiology and first aid/CPR. This program was developed according to the guidelines established by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) and will prepare graduates for the required state licensure examination through the Illinois Department of Professional Regulation (IDPR) as well as for the optional certification examination available through NCBTMB. The college plans to seek optional accreditation for this program through the Commission on Massage Therapy Accreditation (COMTA) upon graduation of at least two classes of students. Labor market information provided by the college supports the interest in and need for massage therapists both statewide and district wide. An additional survey conducted by the college indicated that 70 percent of respondents felt a strong need for massage therapists

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within their district. The college anticipates an enrollment of 12 full-time and 12 part-time students each year for the first three years of the program. The program will require eight new part-time faculty the first year, with the addition of one new full-time faculty member the second year. Costs of the program will be approximately \$53,000 the first year, \$50,000 the second year, and \$5,000 the third year. Higher first year costs reflect the initial purchase of equipment, instructional materials and facilities upgrades, while second year costs reflect the addition of a full-time program coordinator.

Kankakee Community College is seeking approval to offer a 64 semester credit hour Associate of Applied Science (A.A.S.) degree program and a 31 semester credit hour Certificate program both in “Desktop Publishing”. The certificate program will cross-train existing word processing professionals for employment as desktop publishers or in a variety of business and industry environments. The degree program will provide individuals with skills for entry-level employment in desktop publishing as well as for advancement opportunities in related areas of graphic arts and design. The degree curriculum consists of 15 semester credit hours of general education coursework, 40 semester credit hours of required career and technical education coursework and nine semester credit hours of related career and technical education electives. The career and technical component includes coursework in art, computer art, drawing, two-dimensional design, document design, web design, computer illustration, portfolio development, three-dimensional commercial display, digital photography, advanced digital image manipulation, and a required work-based learning experience in desktop publishing. The certificate curriculum consists of 28 semester credit hours of career and technical requirements, and three semester credit hours of related technical electives.

The college plans to assess student learning objectives through a required portfolio project and evaluation of the student’s work-based learning experience.

Labor market information provided by the college supports the interest in and need for trained desktop publishers within the college district and statewide. Locally and in Illinois, employment of “desktop publishers” is expected to increase much faster than the average for all occupations through the year 2010, according to the Illinois Department of Employment Security. The college anticipates a combined enrollment of 12 students the first year, increasing to 24 students by the third year. The program will require four existing full-time faculty and three existing part-time faculty the first year. Costs for implementing this program will be approximately \$65,850 the first year, \$650 the second year, and \$550 the third year. First year costs reflect the purchase of equipment.

Lake Land College is seeking approval to offer a 37 semester credit hour “Esthetician” certificate program. This program will prepare individuals for employment as estheticians in health and beauty facilities and medical environments. The curriculum consists of coursework in history of skin care, sanitation and disinfection, cosmetic chemistry, skin disorders and diseases, skin analysis, product selection, facial massage techniques, hair removal, make-up application, basic facials and skin treatments, light therapy and epidermabrasion, treatment room preparation, salon/spa business, and retailing products. The program was developed according to the standards outlined by the Illinois Department of Professional Regulation (IDPR) and will prepare graduates for the required esthetics licensure examination. Labor market information provided by the college supports the need for a formalized training program within the college district. The college anticipates an enrollment of 15

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full-time students per year during the first three years. The program will require two new part-time faculty, one existing full-time and two existing part-time faculty the first year. Costs of implementing this program will be approximately \$29,716 the first year, \$35,000 the second year, and \$30,000 the third year. Higher second year costs reflect the purchase of additional equipment.

Lincoln Land Community College is seeking approval to offer a 64 semester credit hour Associate of Applied Science (A.A.S.) degree program in “Commercial Electrical Maintenance”. This program will prepare individuals for employment as electrical technicians and electrical contractors, as well as prepare them for the electrician apprenticeship program associated with International Brotherhood of Electrical Workers (IBEW) Local Union #193. Electrical technicians are also employed in cable television and security fields. The curriculum consists of 15 semester credit hours of general education coursework, 43 semester credit hours of career and technical education coursework and six (6) semester credit hours of required cooperative education. Career and technical coursework follows the curriculum outlined by the U.S. Department of Labor-Bureau of Apprenticeship and Training and includes principles of electricity and DC circuits, principles of transformers and A/C circuits, motors and generators, A/C controls, design of electrical systems, programmable controls, troubleshooting, industrial controls, residential and light commercial wiring, and blueprint reading. Furthermore, the degree program will provide an educational ladder for existing certificate completers within this and surrounding districts.

The college plans to assess student learning objectives through the administration of a standardized competency test developed by the National Organization for Electrical Workers.

Labor market information provided by the college supports the need for and interest in a two-year degree program for electrical maintenance technicians. The college anticipates 20 part-time students the first year, increasing to 60 part-time students by the third year. The program will require two (2) existing part-time faculty the first year. The college does not anticipate any new costs associated with the implementation of this program.

Lincoln Land Community College is also seeking approval for a 39 semester credit hour “Medical Coding Specialist” certificate program. This program will prepare individuals for entry-level employment as medical coders in hospitals and clinics, private physician’s offices and group practices, and insurance companies. The curriculum consists of 33 semester credit hours of career and technical coursework and six (6) semester credit hours of work-based learning in medical coding. The career and technical component includes coursework in computer systems and applications, information management for health professionals, CPT coding, fundamental medical science, pharmacology for health professionals, pathophysiology for health care professionals, ICD-9-CM coding, and medical insurance billing and reimbursement. This program was developed according to guidelines established by the American Health Information Management Association (AHIMA) and will prepare graduates for the optional Certified Coding Associate (CCA) examination. Labor market information provided by the college supports the interest in and need for a formalized training program in medical coding within the college district. The college anticipates an enrollment of five (5) full-time and 15 part-time students the first year, increasing to 10 full-time and 30 part-time students by the third year. The program will require one (1) new part-time and two (2) existing full-time faculty the first year. Costs of implementing this program will be approximately \$4,500 the first year, and \$7,500 the second and third years.

Lincoln Trail College, one of the Illinois Eastern Community Colleges, is seeking approval to offer a 34 semester credit hour “Medical Assistant” certificate program. This program prepares individuals for entry-level employment as medical assistants in a variety of settings, including physician’s offices, hospitals, clinics, and outpatient facilities. The program was developed according to the guidelines established by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and will prepare graduates for the optional Certified Medical Assistant (CMA) and the Registered Medical Assistant (RMA) examinations. The curriculum consists of nine (9) semester credit hours of general education coursework, and 25 semester credit hours of required career and technical education coursework, including three (3) semester credit hours of required work-based learning in medical assisting. The career and technical education component includes coursework in medical terminology, fundamental nursing, medical office procedures, insurance and coding, anatomy for medical assisting, medical ethics, practical pharmacology, clinical procedures and a medical office seminar and internship. Labor market information provided by the college supports the interest in and need for a formalized certificate training program in medical assisting within the college’s district and in the neighboring out-of-state districts of Indiana. The college anticipates an enrollment of five full-time and five part-time students the first year. The program will require two existing full-time faculty and one new part-time faculty the first year. Costs of implementing this program will be approximately \$100 each year for the first three years of the program.

John A. Logan College is seeking approval to offer a 66 semester credit hour Associate of Applied Science (A.A.S.) degree program in “Auto Collision Technology”. This program will prepare individuals for employment in the automotive body repair field as repair technicians, painters, estimators, and shop managers. The curriculum consists of 16 semester credit hours of general education coursework, 43 semester credit hours of career and technical education coursework including a three credit hour optional internship, and seven to ten credit hours of related technical electives. Career and technical coursework follows the curriculum developed by the National Automotive Technician Education Foundation (NATEF) and will prepare graduates for the Automotive Service Excellence (ASE) certification exam. John A. Logan College has been certified by NATEF for offering the proposed auto collision technology program. The career and technical education component requires coursework in basic and advanced auto body repair, metal finishing and painting, frame and body alignment, chassis electrical, structural damage theory and repair, mechanical systems, air conditioning, suspension and steering, plastics and adhesives, welding, and body shop management.

The college plans to assess student learning objectives through the administration of an ASE-style practice test offered through one of the required technical courses. Testing is based on the competency requirements outlined by the National Institute for Automotive Service Excellence for receiving ASE certification in the auto collision areas.

Labor market information provided by the college supports the need for and interest in a formal training program for auto collision specialists both district and statewide. According to the Illinois Department of Employment Security the demand for “automotive body repair technicians” is expected to increase faster than average in both the college district and across the State through the year 2010. The college anticipates an enrollment of 30 part-time students each year for the first three

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years of the program. The program will require one existing full-time and two existing part-time faculty the first year. Because the college currently offers the career and technical courses as apart of other existing applied science programs, the college does not anticipate any new costs associated with the implementation of this program.

Prairie State College is seeking approval to offer a 64 semester credit hour Associate of Applied Science (A.A.S.) degree program in “Fitness and Exercise”. This program will prepare individuals for employment in both individualized and group fitness programs, in health facility management, and for entrepreneurial opportunities in personal training. The curriculum consists of 16 semester credit hours of general education coursework, 46 semester credit hours of career and technical education coursework including four credit hours of required work-based learning in fitness and exercise, and two credit hours of related electives. The career and technical education component requires coursework in anatomy and physiology, health and wellness, aerobics instruction, fitness assessment and program design, weight training instruction, nutrition for sports and exercise, athletic training techniques, introductory biomechanics, physiology of exercise, exercise and special populations, first aide and CPR training, health facilities management, leadership development, introductory modern business for the entrepreneur, and a fitness and exercise internship. The curriculum will prepare graduates to sit for several optional field certifications available through the American Council on Exercise (ACE), Aerobics and Fitness Association of American (AFAA), National Strength and Conditioning Association (NSCA), and the World Instructor Training School (WITS). Furthermore, the degree program will provide an educational ladder for existing certificate completers in the college’s Personal Training and Group Fitness Instructor programs. The college plans to assess student learning objectives via a cumulative portfolio that will include performance tests in aerobics, weight and athletic training, and designing a fitness program.

Labor market information provided by the college supports the interest in and need for a two-year training program in fitness and exercise within the college’s district and statewide. According to the Illinois Department of Employment Security the demand for “fitness trainers and instructors” is expected to increase over twice as fast as the average for all occupations statewide through the year 2010. The college anticipates an enrollment of 10 full- and 10 part-time students the first year, increasing to 20 full- and 20 part-time students by the third year. The program will require one new part-time faculty and eight existing faculty the first year. Costs for implementing the program will be approximately \$1,230 the first year for adding an adjunct faculty person. No additional new costs for implementing this program are anticipated.

Sauk Valley Community College is seeking approval to offer a 32 semester credit hour “Advanced Early Childhood Education” certificate program. This program will prepare individuals for employment in early childhood education facilities including licensed daycare centers, private and public preschools. The curriculum consists of six semester credit hours of general education coursework, 21 semester credit hours of career and technical education requirements and five semester credit hours of related technical electives. Career and technical coursework includes child care and development, principles of early childhood education, guidance principles, exceptional children, curriculum development for early childhood education, educational psychology, language development in young children and math/science for early childhood education . This program serves

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as an education ladder for the college's "Basic Early Childhood Education" certificate program and ladders into the college's existing Early Childhood Education A.A.S. degree. The college anticipates a combined enrollment for the Basic and Advanced certificates of 10 full-time and 10 part-time students the first year, increasing to 14 full-time and 14 part-time students by the third year. The programs will require one existing full-time faculty member and six existing part-time faculty the first year. No new costs are associated with the implementation of this program.

John Wood Community College is seeking approval to offer a 64 semester credit hour Associate of Applied Science (A.A.S.) degree program in "Animal Science". This program will prepare individuals for employment in the caring, production, showing and marketing of livestock animals. Individuals may find employment in several areas of agriculture such as ag production, ag services and ag research. The curriculum consists of 15 semester credit hours of general education coursework, 46 semester credit hours of career and technical education coursework including eight credit hours of required work-based learning, and three semester credit hours of related technical electives. The career and technical education component requires coursework in applied animal science, animal evaluation and selection, animal nutrition, livestock management, artificial insemination, animal health and diseases, commodity marketing, introductory agribusiness management, agribusiness computer applications, and agribusiness records/accounting, in addition to an internship in animal science. The curriculum will also prepare individuals for the optional certification available through the Illinois Department of Agriculture (IDOA) for Certified Livestock Managers (CLM). Furthermore, the proposed degree program will allow students' articulation to Southern Illinois University at Carbondale towards a Bachelor of Science in Ag Production, General Agriculture or Animal Science Food & Nutrition.

The college plans to assess student learning objectives through the required work-based learning experience students must complete during their final two semesters of the program. Students will be evaluated based on performance and application of knowledge in applied situations.

Labor market information provided by the college indicates an interest in and need for agricultural service workers, including animal science technicians. The college anticipates an enrollment of six full-time and five part-time students the first year increasing to 15 full-time and 12 part-time students by the third year. The program will require three existing full-time and 12 existing part-time faculty the first year. Costs for implementing this program will be approximately \$2,500 the first year, and \$2,000 per year the second and third years.

Paraprofessional Educator A.A.S. and Certificate programs. The following colleges have submitted applications to offer the Associate in Applied Science (A.A.S.) degree and/or Certificate programs of the "Paraprofessional Educator" Statewide Model Curriculum. All proposals meet the model guidelines endorsed by the Illinois Community College Board on May 16, 2003. The Board indicated in its action at that time that colleges meeting these guidelines would be granted approval without further Board action required. Proposals will be recommended at the next available meeting of the Illinois Board of Higher Education.

Kankakee Community College

- ▶ Paraprofessional Educator A.A.S. degree (62 semester credit hours)
- ▶ Paraprofessional Educator Certificate (31 semester credit hours)

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Shawnee Community College

- ▶ Paraprofessional Educator A.A.S. degree (63 semester credit hours)
- ▶ Paraprofessional Educator Certificate (32 semester credit hours)

Sauk Valley Community College

- ▶ Paraprofessional Educator A.A.S. degree (64 semester credit hours)

Associate of Arts in Teaching (AAT)

Background

In September 2002, the Illinois Board of Higher Education, the Illinois Community College Board, and the Illinois State Board of Education, in cooperation with the University of Illinois, formed a steering committee to develop Associate of Arts in Teaching (AAT) degree models. Representatives of public universities, community colleges, and the three state education agencies came together to undertake this task. The primary focus of the steering committee's work was to:

Develop Associate of Arts in Teaching degree models that will attract students into high need teaching disciplines and facilitate the transfer of students desiring to become teachers in those disciplines into upper-division teacher education programs. Students obtaining an AAT degree in the identified shortage areas should have equal status with university native students at the beginning of the junior year.

The steering committee identified three high need areas on which to focus its initial efforts - secondary math, secondary science, and special education. Three subcommittees were formed to address recommended curricula for these three discipline areas. A fourth committee addressed general education and the selection of appropriate lower-division professional education courses. After initial work by the Special Education Subcommittee was completed, the steering committee decided to postpone further work in that area until changing requirements at the state and federal levels had been clarified. The development of the Special Education model was recently reinitiated in July, 2004, following clarification of state and federal rules. A model for Early Childhood Education is also currently under development.

On June 26, 2003, workgroups composed of approximately 100 community college and university faculty met at the University of Illinois in Springfield to link professional teaching standards to the mathematics and science teaching models, to identify appropriate artifacts demonstrating mastery of the standards, and to develop sample course syllabi for the selected education courses. Detailed matrices that identify standards, indicators, and artifacts for general education and the professional education courses in the AAT degree models, as well as sample syllabi, were produced by the workgroups. The matrices and sample syllabi are available on the ICCB website at <http://www.iccb.org/HTML/what/aat/html>. These materials, along with a draft report of the steering committee, were widely disseminated to faculty and administrators at all the public community colleges and universities for review and comment.

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On October 17, 2003, the Illinois Community College Board granted approval for an Associate of Arts in Teaching (AAT) degree in Secondary Mathematics as a statewide model curriculum available to all community colleges in Illinois. The Illinois Board of Higher Education endorsed the model on December 9, 2003.

This item recommends approval of the first AAT degrees in Secondary Mathematics.

Curriculum

The 60 to 64 semester credit AAT curriculum consists of coursework in general education, professional education, and major education requirements. Elective hours are also available. Students must complete between 37-41 credits of general education courses in composition/speech, mathematics, physical/life sciences, humanities/fine arts, and social/behavioral science.

Professional education coursework consists of 3-9 hours and includes Introduction to Education as a required course. One or two additional courses may be chosen from the following to complete this component: Educational Technology, Educational Psychology, Students with Disabilities in School, and Development.

Nine to fifteen credit hours are required in major content-area coursework. Those are comprised of: Calculus I, Calculus II, and Calculus III. Linear Algebra is offered if Calculus I is used to fulfill general education requirements.

Applications

The following colleges have submitted applications to offer the AAT – Secondary Mathematics degree based on the statewide model curriculum. All proposals meet the model guidelines endorsed by the Illinois Community College Board and Illinois Board of Higher Education. The Community College Board indicated in its action at that time that colleges meeting these guidelines would be granted approval without further Board action required. Proposals will be recommended at the next available meeting of the Illinois Board of Higher Education.

Rend Lake College

- ▶ AAT degree – Secondary Mathematics (63 semester credit hours)

Triton College

- ▶ AAT degree – Secondary Mathematics (64 semester credit hours)

Harry S. Truman College

- ▶ AAT degree – Secondary Mathematics (62-65 semester credit hours)

TEMPORARY PROGRAM APPROVAL

John A. Logan College

- ▶ Lodging Management Certificate (34 semester credit hours)

Parkland College

- ▶ Construction: Millwright Apprentice Certificate (44 semester credit hours)
- ▶ Construction: Floor Coverer Apprentice Certificate (43 semester credit hours)

BACKGROUND

John A. Logan College is seeking temporary approval to offer a 34 semester credit hour certificate program in “Lodging Management” for a period of three years. This program will prepare individuals for employment in management-level positions within the hotel management and hospitality industry. The curriculum consists of career and technical education coursework in introductory hospitality and tourism, visitor and customer services, lodging management, hospitality law, lodging sales and marketing, bed and breakfast management, food and beverage management, lodging financial management, event planning and a required work-based learning experience in lodging management. This program was developed in direct response to the State’s Economic Development Plan for the Southern Illinois Region. The college anticipates an enrollment of 15 students the first year. Temporary approval has been requested to address the immediate need for formally training management-level workers in the hospitality industry within the college’s district. *Permanent approval will be considered after a period of three years based on program outcomes.*

Parkland College is seeking temporary approval to offer a 44 semester credit hour “Construction: Millwright Apprentice” certificate program for a period of three years. This program will prepare individuals for entry-level employment in the construction industry as a millwright. Students will have mastered skills in welding, machinery alignment, and machine installation for journeymen millwright status. The curriculum was developed in cooperation with the Mid-Illinois Regional Council of Carpenters (MIRCC) and follows the guidelines established by the U.S. Department of Labor, Bureau of Apprenticeship Training for millwright apprentice programs. The curriculum consists of career and technical coursework in introduction to millwright practices, machine components, introductory welding, machine installation, machine alignment, valves, turbines, MIG and TIG Welding, confined spaces, forklift operation, scaffold use, rigging, aerial lift, occupational safety, and history of the labor movement. The college anticipates an enrollment of 17 students the first year. Temporary approval is requested to address the immediate need for skilled millwrights within the college district. *Permanent approval will be considered after a period of three years based on program outcomes.*

Parkland College is also seeking temporary approval to offer a 43 semester credit hour “Construction: Floor Coverer Apprentice” certificate program for a period of three years. This program will prepare individuals for entry-level employment in the construction industry as a floor coverer. Students will have mastered skills in installation of carpet, hardwood and resilient flooring, and floor preparation for journeymen floor coverer status. The curriculum was developed in cooperation with the Mid-Illinois Regional Council of Carpenters (MIRCC) and follows the guidelines established by the U.S. Department of Labor, Bureau of Apprenticeship Training for floor coverer apprentice programs. The curriculum consists of career and technical coursework in carpet basics, floor preparation, carpet layout and installation, resilient basics, resilient floor preparation and installation, hardwood floor basics and installation, occupational safety, and history of the labor movement. The college anticipates an enrollment of 17 students the first year. Temporary approval is requested to address the immediate need for skilled floor coverers within the college district. *Permanent approval will be considered after a period of three years based on program outcomes.*

INFORMATION ITEM - BASIC CERTIFICATE APPROVAL

Following is a list of basic certificates that have been approved on behalf of the Illinois Community College Board by the President/CEO since the last Board meeting:

Permanent Program Approval

Kishwaukee College

- ▶ Building Construction Technology Certificate (13 semester credit hours)

Prairie State College

- ▶ Group Fitness Instructor Certificate (13 semester credit hours)
- ▶ Firefighter II Certificate (7 semester credit hours)

Sauk Valley Community College

- ▶ Microcomputer Applications Specialist II Certificate (27 semester credit hours)
- ▶ Web Design Certificate (16 semester credit hours)
- ▶ Basic Early Childhood Education Certificate (6 semester credit hours)

Triton College

- ▶ (Advanced) Polysomnography Certificate (12 semester credit hours)

Illinois Community College Board

**PROPOSED ILLINOIS COMMUNITY COLLEGE BOARD RULES
CONCERNING REPORTING REQUIREMENTS**
(Final Approval)

Reporting requirements have changed since this section of the *Administrative Rules of the Illinois Community College Board* was last reviewed by the Board. The proposal is being submitted for initial review by the Board and the System. No new reporting requirements are being proposed. The *Administrative Rules* are being modified to reflect recent changes that have already been implemented to help meet external reporting needs and limit the reporting burden on college officials.

In response to systemwide interest in gathering additional detail about students served through noncredit coursework a noncredit course enrollment individual student record submission (N1) was created. Previously, only summary information had been gathered about noncredit students. While the N1 data system was maturing the summary submission of noncredit student activities continued to be gathered. Beginning in fiscal year 2002 and continuing into the future, reporting on noncredit student activities will rely exclusively on the N1 individual noncredit student records. Hence, the summary submission of noncredit student activities will be eliminated and replaced in the *Administrative Rules* by the noncredit course enrollment submission (N1).

The Underrepresented Groups Report has been redesigned to focus on major topics and requests more outcomes information than in the past. Focus topics for the report that are being used on an annual rotating basis include Academic Achievement, Campus Climate and Recruitment and Preparation. The Underrepresented Groups reporting deadline was extended from September 1 to December 1 to allow college officials additional time to complete their reports.

The Annual Student Identification (ID) file was added to allow for additional external administrative database matching. Administrative data matching, which only takes place when the proper safeguards are in place, allows the system to more fully report student outcomes information to state and federal officials. By adding items upon which systemwide data can be administratively matched the overall surveying and reporting burden on college officials can be reduced.

The annual report on summer graduate data for the Integrated Postsecondary Educational Data System (IPEDS) Graduation Rate Survey (GRS) was implemented to meet federal reporting requirements. A technical amendment to the GRS reporting requirements extended the time frame to August 31 in the third year for a student to be counted as a graduate within the three-year time frame -- previously the date was June 30 of the third year which corresponds with the fiscal year. Since the Annual Enrollment and Completion (A1) submission reporting period ends on June 30 an additional data collection effort has become necessary to capture summer graduates from the latest fiscal year. This submission allows college officials to report additional student successes to federal officials.

Several years ago, the Uniform Financial Reporting System (UFRS) was developed to provide the colleges and ICCB with better and more detailed information on the system's revenues and expenditures. To help ensure the accuracy of the UFRS and to signify that the data are finalized for entry into the computerized report system, the ICCB has requested that the college's submit an audit/UFRS reconciliation form which serves to notify the ICCB that the data are ready for public use. While the submission of this form has been due on October 15 for several years, it had not been incorporated into the list of administrative reporting rules.

Certain facility data reporting requirements are being updated to reflect the ICCB's continued emphasis on converting data submissions to electronic format wherever possible. In addition, increasing emphasis is being placed on the use and analysis of facility data submitted to the ICCB by the colleges.

The proposed changes are needed to clarify the reporting requirements for colleges. The following proposed rule modifications were presented to the Board in September 2003 for initial approval. During the review and comment period, Capital Development Board staff requested that references to its *Design and Construction Manual* and the Illinois Building Commission's *Directory for Illinois Building Related Requirements* be added to the proposed changes and those suggestions were incorporated in the initial approval stage. During the second notice period, the Joint Committee on Administrative Rules requested that the reference to the *Design and Construction Manual* be removed and also suggested changes to Section 1501.603 that have been incorporated. The item is, therefore, presented for the Board's final approval to be forwarded to the Secretary of State as adopted rules.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby adopts and approves the following amendments to the *Administrative Rules of the Illinois Community College Board* and authorizes its President/CEO to process these amendments in accordance with the Illinois Administrative Procedures Act.

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section 1501.201 Reporting Requirements

Complete and accurate reports shall be submitted by the district/college to the ICCB in accordance with ICCB requirements and on forms provided by the ICCB, where applicable.

Listed below is the schedule of due dates indicating when items from the community colleges are due at the Illinois Community College Board office.

January 1 ——— - ——— construction project status reports [see Section 1501.607(a)]

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- January 31 - certificate of tax levy [see Section 1501.510(j f)]
- **construction project status reports [see Section 1501.607(a)]**
- fiscal year-to-date unaudited uniform financial reporting system data [see Section 1501.510(i h)]
- February 15 - spring semester enrollment survey [see Section 1501.406(a)]
- May 30 - occupational follow-up study data for specified curricula [see Section 1501.406(c)]
- July 1 - ~~annual noncredit course enrollment survey [see Section 1501.406(e)]~~
- Resource Allocation and Management Plan (RAMP/CC) [see Section 1501.510(b)]
- application for recognition for specified colleges [see Section 1501.202(d)]
- July 31 - fiscal year-to-date unaudited uniform financial reporting system data [see Section 1501.510(a)]
- August 1 - program review report [see Section 1501.303(d)]
- program review listing [see Section 1501.303(d)]
- annual student enrollment and completion data [see Section 1501.406(a)]
- square footage and acreage (facility information) [see Section 1501.510(c)]
- special initiatives grants report [see Section 1501.519(d)]
- **annual report of Student Identification information [see Section 1501.406(g)]**
- September 1 - ~~application for recognition for specified colleges [see Section 1501.202(d)]~~
- ~~underrepresented groups report [see Section 1501.406(d)]~~
- unit cost data [see Section 1501.510(d)]
- budget survey [see Section 1501.510(e)]
- **facilities data [see Section 1501.510(f) and 1501.607(c)]**
- October 1 - fall enrollment data [see Section 1501.406(a)]
- fall enrollment survey [see Section 1501.406(b)]
- October 15 - faculty, staff and salary data [see Section 1501.308(a)]
- external audit [see Section 1501.503(a)]
- special initiative grants audit [see Section 1501.503(a)]
- fiscal year budget [see Section 1501.504]
- certificate of chargeback [see Section 1501.503(a)]

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- annual fiscal year audited uniform financial reporting system data [see Section 1501.510(g f)]
 - **audit/ fiscal year audited uniform financial reporting system data reconciliation statement [see Section 1501.510(g)]**
 - audit/unit cost reconciliation statement [see Sections **1501.503(c) and 1501.510(h g)**]
 - unexpended special initiative grant funds [see Section 1501.519(e)]
- November 1** - **annual report on summer graduates (for IPEDS GRS) [see Section 1501.406(f)]**
- December 1 - annual financial statements and notice of publication [see Section 1501.506]
- **underrepresented groups grant report [see Section 1501.406(d) and 1501.508(d)]**
- 30 days after the end of each term - ~~course resource data~~ and credit hour claims [see Sections 1501.406(b) and Section 1501.507(a)]
- ~~60 days after the end of the fall term - inventory of facilities [see Section 1501.607(c)]~~
- 30 days after the end of the fall term - course resource (S6 & S7) data [see Sections **1501.607(b)** ~~1501.406(b) and Section 1501.507(a)~~]

SUBPART D: STUDENTS

Section 1501.406 Reporting Requirements

Each college shall submit the items listed below in a format prescribed by the ICCB and according to the schedules indicated.

- a) Basic characteristics, including sex, date of birth, ethnic classification, and instructional area of enrollment, of each student enrolled in all courses offered for credit during each term within the following schedule:
 - 1) Students enrolled as of the end of regular registration during the fall term shall be reported on or before October 1 of that year.
 - 2) Students enrolled and/or completing a certificate or degree program during the fiscal year shall be reported on or before August 1.

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- b) Student headcount and full-time equivalent enrollments as of the end of regular registration for fall and spring/winter term within the following schedule:
 - 1) Fall Term: On or before October 1
 - 2) Winter Quarter: On or before February 15
 - 3) Spring Semester: On or before February 15
- c) Colleges shall conduct a follow-up study of all students who completed specified occupational/career curricula during the previous fiscal year and shall report the results of this study on or before May 30 of that year in a format prescribed by the ICCB. Curricula to be included in the study will be specified in the ICCB Occupational Follow-up Study Manual.
- d) An annual report on underrepresented groups submitted on or before ~~September~~ + **December 1**.
- e) An annual ~~report on noncredit course enrollment activities submitted~~ **data submission (N1)** on or before July **15**.
- f) **An annual report on summer graduates (for the Integrated Postsecondary Educational Data System Graduation Rate Survey) submitted on or before November 1.**
- g) **An annual report of Student Identification information submitted on or before September 1.**

SUBPART E: FINANCE

Section 1501.501 Definition of Terms

Annual Financial Statement. The "annual financial statement," which is required to be published by a district, consists of two parts:

an annual financial report, which includes a statement of revenues and expenditures along with other basic financial data; and

an annual program report, which provides a narrative description of programs offered, goals of the district, and student and staff data.

Attendance at Midterm. A student is "in attendance at midterm" in a course if the student is currently enrolled in and actively pursuing completion of the course.

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Auditor. An auditor is a person who enrolls in a class without intent to obtain academic credit and whose status as an auditor is declared by the student, approved by college officials, and identified on college records prior to the end-of-registration date of the college for that particular term.

Capital Renewal Grants. Capital renewal grants are State grants allocated proportionally to each community college district based on the latest fall on-campus nonresidential gross square feet of facilities as reported to the ICCB. Such grants are to be utilized for miscellaneous capital improvements such as rehabilitation, remodeling, improvement, and repair; architect/engineer services; supplies, fixed equipment, and materials; and all other expenses required to complete the work.

Lincoln's Challenge Scholarship Grants. The Lincoln's Challenge Program is administered by the Illinois Department of Military Affairs. Upon successful completion of that program, students qualify for a scholarship to a community college. The Lincoln's Challenge Scholarship Grant is a special appropriation received by the ICCB from the Governor and the General Assembly. These scholarships provide an opportunity for graduates of Lincoln's Challenge to transition easily into higher education by enrolling in one of the ~~39~~ **40** public community college districts in which the student resides. The scholarship grants can be used to cover the cost of education that includes tuition, books, fees, and required educational supplies.

Residency - Applicability-Verification of Status. As part of verification that its credit hours are eligible to receive ICCB grants, each community college district shall **submit its** ~~adopt~~ a process for verifying the residency status of its students ~~and shall file a description of this process with~~ **to** the ICCB **each year with its certification of credit hours in accordance with 110 ILCS 805/2-16.02 as part of the annual external audit** ~~by July 1, 1990.~~ The process shall include the methods for verifying residency as defined in the general provisions, special State provisions, and district provisions of this subsection. Each district shall file descriptions of any revisions to its process with the ICCB prior to their implementation.

Residency - General Provisions. The following provisions apply both to State and district residency definitions:

To be classified as a resident of the State of Illinois or of the community college district, each student shall have occupied a dwelling within the State or district for at least 30 days immediately prior to the date established by the district for classes to begin.

The district shall maintain documentation verifying State or district residency of students.

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Students occupying a dwelling in the State or district who fail to meet the 30-day residency requirement may not become residents simply by attending classes at a community college for 30 days or more.

Students who move from outside the State or district and who obtain residence in the state or district for reasons other than attending the community college shall be exempt from the 30-day requirement if they demonstrate through documentation a verifiable interest in establishing permanent residency.

Residency - District Provisions. Students shall not be classified as residents of the district where attending even though they may have met the general 30-day residency provision if they are:

federal job corps workers stationed in the district;

inmates of state or federal correctional/rehabilitation institutions located in the district;

full-time students attending a postsecondary educational institution in the district who have not demonstrated through documentation a verifiable interest in establishing permanent residency; and

students attending under the provisions of a chargeback or contractual agreement with another community college.

Residency - Special State Provisions. Students shall be classified as residents of the State without meeting the general 30-day residency provision if they are:

federal job corps workers stationed in Illinois;

members of the armed services stationed in Illinois;

inmates of State correctional/rehabilitation institutions located in Illinois; or

employed full time in Illinois.

Special Initiatives Grants. Special initiatives grants provide funds for conducting special initiatives activities.

Special Initiatives Activities. Special initiatives activities are defined each year in a request for proposal process. All colleges will have the opportunity to apply for funds to conduct such approved special initiatives activities. Special initiatives activities are based upon criteria as specified in terms outlined in a grant agreement between the college and the ICCB.

Section 1501.503 Audits

a) External Audits.

- 1) ~~Two~~ **Three** copies of the annual external audit shall be submitted to the ICCB on or before October 15, following the close of the fiscal year. If the audit cannot be completed by this date, the district may submit a request for extension of time to the President/CEO before October 1, following the close of the fiscal year. This request shall be accompanied by an explanation of the circumstances which cause the report to be delayed along with an estimated date for submission.
- 2) Each audit report shall contain financial statements composed of the funds established in Section 1501.511, a comment on internal control, a comment on basis of accounting, uniform financial statements prepared using the modified accrual basis of accounting, a certificate of chargeback verification and a state grant compliance section which shall include a schedule of enrollment data, a verification of enrollment data, a description of the process for verifying residency status, a schedule of the district equalized assessed valuation, schedules for the restricted/special initiative grants distributed by the ICCB and received by the district in the manner and format established by the ICCB, and a schedule of federal financial assistance and related reports as prescribed by the federal Office of Management and Budget.

Each ICCB restricted or special initiatives grant shall verify that grant funds received by the district were expended in the manner designated by the ICCB. The ICCB shall designate allowable expenditures for each of the restricted or special initiatives grants to include, but not be limited to, salary and benefits, contractual services, materials, instructional and office equipment, staff development, and travel. The external audit shall include an auditor's report on compliance with State requirements, along with a balance sheet and a statement of revenues and expenditures based upon an understanding of the (1) purpose of the grant, (2) allowable expenditures, (3) expenditure limitations, (4) grant administrative standards, and (5) transfer of funds, if applicable.

- b) Confirmation of ICCB Grants. For the purposes of confirming district records, each district shall **provide a copy of the ICCB allocation of grants to its** ~~request that its external auditor request from the ICCB a report of grants received by the district during the fiscal year.~~ Each district shall notify its independent external auditing firm of this **information and requirement** ~~and will~~ instruct that firm to make the **any requests for confirmation directly to the ICCB**, ~~using the format prescribed by the Board.~~

- c) Upon completion of the external audit, the district shall reconcile its audited expenditures to previously submitted unit cost data. The reconciliation shall be submitted on forms provided by the ICCB.
- d) Upon completion of the external audit, the district shall reconcile its audited expenditures to the fiscal year audited uniform financial reporting system data. The reconciliation shall be submitted on forms provided by the ICCB.**

Section 1501.510 Reporting Requirements

Each college shall submit the items listed below in a format prescribed by the ICCB and according to the schedules indicated:

- a) Fiscal year-to date unaudited uniform financial reporting system data by July 31 for the period July 1 - June 30 of the previous fiscal year.
- b) Resource allocation and management planning (RAMP) data by July 1 of each year.
- c) **Construction in progress** Square footage and acreage (facility information) ~~by~~ due August 1 of each fiscal year.
- d) Unit cost data **in a format prescribed by the ICCB** for the previous fiscal year by September 1 following the end of that fiscal year.
- e) A survey of local budget and tax extensions and collections by September 1 of each year.
- ef) **F3, F6, B3, and R3 facilities data submission to report existing space in use for educational purposes at the end of the fiscal year (June 30) by September 1 following the end of the fiscal year.**
- fg) Annual fiscal year audited uniform financial reporting system data **and an audit/ fiscal year audited uniform financial reporting system data reconciliation statement** by October 15 following the end of the previous fiscal year.
- gh) ~~An~~ Audit/Unit Cost Reconciliation Statement(s) by October 15 of each year.
- hi) Fiscal year-to-date unaudited uniform financial reporting system data by January 31 for the period July 1 - December 31.
- ij) Certificate of Tax Levy by January 31 of each year.

SUBPART F: CAPITAL PROJECTS

Section 1501.602 Approval of Capital Projects

- a) Notwithstanding any provision to the contrary [see subsection b and Section 1501.604(b)], requests for approval of capital projects shall be submitted to the ICCB on the forms prescribed by the ICCB.
- b) A project requiring the expenditure of state or local funds for purchase, construction, remodeling, or rehabilitation of physical facilities at a primary or secondary site shall have prior ICCB approval, except the following:
 - 1) locally funded projects that meet the definition of a maintenance project as defined in ICCB Rule 1501.601, or
 - 2) locally funded projects that result in no change in room use, or
 - 3) locally funded projects for which the total estimated cost is less than \$250,000.
- c) **An updated** District Site and Construction Master Plan shall be filed with the ICCB by July 1 of the year in which the district undergoes its recognition evaluation January 1, 1991. The purpose of the plan is to apprise the ICCB of possible primary site new construction and secondary site acquisition/construction plans for the next ~~five~~ **three** years throughout the district. The plan should be updated, as needed, to ensure that any project submitted for approval has been reflected in the district plan on file with the ICCB at least two months prior to submission of the project. Any primary site new construction or secondary site acquisition/construction projects must be reflected in the plan in order to receive consideration for approval. The plan, at a minimum, shall consist of a map of the district showing the location of all facilities owned by the district or leased for a period exceeding five years and a narrative describing the district's:
 - 1) Current permanent facilities where additions are planned.
 - 2) General plans for future site acquisition or acquisition/construction of permanent facilities either on the primary site or secondary sites. The location may be identified in terms of the general geographic area within the district.
 - 3) Proposed schedule for acquiring additional sites, constructing additions to existing facilities, or acquiring/constructing new permanent facilities.
 - 4) The intended use of all proposed site acquisitions and facility acquisition/construction.

- d) The authority to approve locally funded projects is delegated to the President/CEO of the ICCB, who shall in turn report such actions to the ICCB.

Section 1501.603 State-Funded Capital Projects

- f) Construction Standards. The ~~following~~ standards listed in this subsection shall be applied in the design and construction of facilities.
- 1) Building Efficiency. Campus wide building efficiency should be at least 70 percent. However, individual buildings may be below this level if they are high-rise (four or more floors), include a large number of small classrooms and/or labs, or if a large portion of the building is designed for custodial or mechanical purposes to serve the entire campus.
 - 2) Facilities Codes. All construction, remodeling, and rehabilitation of facilities shall be in compliance with the following standards:
 - A) All incorporations by reference refer to the standards on the date specified and do not include any additions or deletions subsequent to the date specified:
 - i) International Uniform Building Code (~~International Conference of Building Officials, Whittier, California, 1988~~) or BOCA Basic/National Building Code, 1987 Edition (~~Building Officials and Code Administrators International, Inc., 2003 Edition (International Code Council, 4051 W. Flossmoor Rd., Country Club Hills, Illinois 60478-5795).~~)
 - ii B) International BOCA Basic/National Mechanical Code, 1987 Edition (~~Building Officials and Code Administrators International, Inc., 2003 Edition (International Code Council, 4051 W. Flossmoor Rd., Country Club Hills, Illinois 60478-5795).~~)
 - iii C) National Electrical Code, (NFPA 70, 2002 Edition (National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169-7471 ,1988).
 - iv National Fire Protection Association 101, Life Safety Code, 2003 Edition (National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169-7471.

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- v ASHRAE Standard 90.1-2001, Energy Standard for Buildings Except Low-Rise Residential Buildings, 2001 Edition (American Society of Heating, Refrigeration, Air Conditioning Engineers, 1791 Tullie Circle, Atlanta, Georgia 30329).

- B) Illinois administrative rules that are referenced in this Part are:
 - i ~~D~~) Illinois Plumbing Code (77 Ill. Adm. Code 890).

 - ii E) Illinois Accessibility Code (71 Ill. Adm. Code 400).

 - iii F) Fire Prevention and Safety (41 Ill. Adm. Code 100).

- ~~G) National Fire Protection Association 101 Life Safety Code (National Fire Protection Association, Quincy, Massachusetts, 1988).~~

- ~~H) ASHRAE 90-80 Energy Conservation in New Building Design (American Society of Heating, Refrigeration, Air Conditioning Engineers, Atlanta, Georgia, 1980).~~

- C ~~F~~) Any local building codes that may be more restrictive than the code listed above.

- 3) State of Illinois Building Related Requirements. To assist the architect in determining which codes might be applicable to a project, the Capital Development Board (CDB) Division of Building Codes and Regulations has assembled a Directory of Illinois Building Related Requirements that lists all the statutory requirements relative to State construction. It also includes a table of primary codes/standards/specifications for State of Illinois building requirements. This directory is available from the CDB Division of Building Codes and Regulations website (www.ibc.state.il.us) or by calling (217) 557-7500.

Section 1501.607 Reporting Requirements

Each college shall submit the items listed below in a format prescribed by the ICCB and according to the schedules indicated;

- a) Progress reports (as of December 31) of all construction projects by January 31 of each year.

- b) Course resource data (**S6 and S7 data**) showing the facilities used by each course offered for credit during the fall term within thirty (30) days after the end of the term.

Facility identifiers, building identifiers, and room identifiers reported in the course resource data should match identifiers that will be reported in the F3, F6, B3, and R3 records at the end of the current fiscal year.

- c) An inventory of its facilities and an update of this inventory annually **by September 1 immediately following the end of the fiscal year** ~~as of the fall term within sixty (60) days after the end of the fall term.~~ **Such facilities data (F3, F6, B3, and R3 records) shall be submitted in the format designated by the ICCB and shall represent existing facilities in service at June 30 of the fiscal year just ended.**

Illinois Community College Board

**CERTIFICATION OF ELIGIBILITY FOR SPECIAL TAX LEVY
(CHAPTER 122, PARAGRAPH 3-14.3)**

Section 3-14.3 of the Public Community College Act allows districts eligible for equalization grants in fiscal year 2004 or fiscal year 2005 to levy up to or at the combined statewide average tax rate for educational and operations and maintenance purposes if they currently are levying less than that amount. The ICCB is required to certify the eligibility of districts to levy by November 1 of each year.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in fiscal year 2004 or fiscal year 2005 and (2) had combined educational and operations and maintenance purposes tax rates less than 24.89 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 24.89 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
City Colleges of Chicago
Heartland Community College
Illinois Valley Community College
Kankakee Community College
Lake Land College
Moraine Valley Community College
Prairie State College
Carl Sandburg College
South Suburban College
Southwestern Illinois College
John Wood Community College

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BACKGROUND. Pursuant to Section 3-14.3 of the Public Community College Act, the following table identifies the eligible districts and the additional levy authority they have, should they choose to exercise it, along with an estimate of how much additional tax revenues will be available because of this additional levy authority.

District	Current Combined Maximum Authorized Operating Tax Rates	Additional Tax Rate Authority	Estimated Additional Tax Revenue
Black Hawk	19.00¢	5.89¢	\$ 1,626,542
City Colleges of Chicago	22.50¢	2.39¢	\$ 10,832,462
Heartland	22.50¢	2.39¢	\$ 728,365
Illinois Valley	17.00¢	7.89¢	\$ 1,826,098
Kankakee	18.00¢	6.89¢	\$ 1,141,296
Lake Land	18.00¢	6.89¢	\$ 1,359,971
Moraine Valley	22.50¢	2.39¢	\$ 2,047,466
Prairie State	23.54¢	1.35¢	\$ 396,858
Sandburg	22.00¢	2.89¢	\$ 370,437
South Suburban	17.50¢	7.39¢	\$ 2,449,295
Southwestern	16.00¢	8.89¢	\$ 3,846,883
John Wood	22.50¢	2.39¢	\$ 226,304
			\$ 26,851,978

The additional levy authority is subject to “backdoor” referendum. Within ten days after the adoption of a resolution expressing the district’s intent to levy all or a portion of the additional taxes, the district is required to publish notice of its intent. A petition signed by 10 percent or more of the registered voters in the district will cause the proposed increase to be placed on the ballot at the next regularly scheduled election. A 30-day period is allowed for such a petition to be received.

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This special tax levy authority does not circumvent tax cap legislation. All tax cap legislation is still applicable to those districts that fall under it. The following districts that are eligible for the special tax levy are also subject to tax cap legislation:

City Colleges of Chicago
Moraine Valley
Prairie State
South Suburban

Illinois Community College Board

**ILLINOIS COMMUNITY COLLEGE BOARD ADVISORY COMMITTEE
MEMBER APPOINTMENTS**

Each year, the President/CEO as authorized by the Illinois Community College Board appoints representatives to its advisory committees. Memberships are either at-large appointments selected by the Illinois Community College Board staff, appointments recommended by various community college organizations, or ex officio members who represent committees of various relevant organizations. The latter appointments change as the groups' committee leadership positions change. All other new appointments are for three-year terms beginning July 1, 2004 and ending June 30, 2007, except for those vacancies created by resignations during the year.

The advisory committees perform a critical service to the Illinois Community College Board in that they provide input from a local perspective on issues that affect the entire system. Currently, the Board has four advisory committees. The Finance Advisory Committee, under the leadership of Don Wilske, Chief Financial Officer, provides input on system budget development and policy issues dealing with system finance. The MIS/Research Advisory Committee, working with Scott Parke, Senior Director for Policy Studies, reviews all issues pertaining to research and data collection activities of the Board. The Program Advisory Committee, staffed by Carol Lanning, Senior Director for Program Planning and Accountability, assists staff with developing proposed policy regarding curricula and accountability matters. The Student Advisory Committee is the fourth committee whose members are selected by their respective colleges.

Attached for your information is the list of committee members on the Finance, MIS/Research, and Program Advisory Committees for fiscal year 2005.

INFORMATION ONLY

**ILLINOIS COMMUNITY COLLEGE BOARD
ADVISORY COMMITTEE MEMBERS
2004-2005**

Finance Advisory Committee

1. Ron Ally - Vice President for Administrative Services, McHenry County College - At Large (2006)
2. Gary Davis - Executive Director, Illinois Community College Trustees Association (ICCTA) - Ex Officio
3. Abe Eshkenazi - Vice Chancellor, Finance, City Colleges of Chicago - Ex Officio
4. **Ed Forst**, - Dean, Arts and Sciences, Triton College - Illinois Council of Community College Administrators (ICCCA) Ex Officio
5. **Mark Kern** - President, Rend Lake College - Vice Chair, Presidents Council Finance Committee - Ex Officio
6. Brad McCormick - Dean, Business Affairs, Southeastern Illinois College - At Large (2005)
7. **Jim Rock** - Vice President, Administrative Services, College of Lake County - At Large (2007)
8. **Michael Shirley** - President, Elgin Community College - Chair, Presidents Council Finance Committee - Ex Officio
9. **Sean Sullivan** - Vice President, Business Services, Triton College - Chair, Illinois Community College Chief Financial Officers (ICCCFO) - Ex Officio
10. **Roger Tuttle** - Trustee, Heartland Community College - Illinois Community College Trustees Association (ICCTA) (2007)
11. **Kevin Weston** - Faculty, Rend Lake College - Illinois Community College Faculty Association (ICCFA) (2007)
12. **Will Wetzel** - Student, Richland Community College - Student Advisory Committee Member - Ex Officio
13. **TBA** - Vice President - Chief Academic Officers (2007)

MIS/Research Advisory Committee

1. Clay Baitman - Vice President for Instruction, Southwestern Illinois College - Chief Academic Officers (CAO) (2006)
2. **Jonita M. Ellis** - Director, Academic & Administrative Services, Triton College - At Large (2007)
3. Lon Feuerhelm - Production & Operations Manager, Southwestern Illinois College - At Large (2005)
4. Antonio Gutierrez-Marquez - Associate Vice Chancellor for Planning & Research, City Colleges of Chicago - At Large (2006)
5. **Meghan Kennedy** - Student, Carl Sandburg College - Student Advisory Committee Member - Ex Officio

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6. **Sharon A. R. Kristovich** - Director, Institutional Research and Evaluation, Parkland College - At Large (2007)
7. Michael Monaghan - Director, Government Relations, Illinois Community College Trustees Association (ICCTA) - Ex Officio
8. Fran Oros - Faculty, Shawnee Community College - Illinois Community College Faculty Association (ICCFA) (2006)
9. Carole Robertson - Vice President, Finance and Administration, Elgin Community College - Illinois Community College Chief Financial Officers (ICCCFO) (2006)
10. **Dana Rosenberg** - Director of Institutional Research and Planning, Heartland Community College - At Large (2007)
11. **Ryan Smith** - Dean, Institutional Effectiveness, Joliet Junior College - At Large (2005)
12. Aimee Wood - MIS Coordinator, Illinois Central College - Illinois Council of Community College Administrators (ICCCA) - At Large (2006)
13. **TBA** - President, (College) - Presidents Council (2007)
14. **TBA** - At Large (2007)

Program Advisory Committee

1. Jose Aybar - Executive Director, Academic Programs, City Colleges of Chicago - At Large (2006)
2. Earl Godt - Faculty, Spoon River College, Illinois Community College Faculty Association (ICCFA) (2005)
3. Jane Johnson - Vice President, Student & Academic Services, Richland Community College - At Large (2006)
4. **Joan Kerber** - Vice President for Student and Instructional Services, Sauk Valley Community College - At Large (2007)
5. Matt Landrus - Faculty, Lake Land College, Illinois Community College Faculty Association (ICCFA) (2005)
6. **Robert Mees** - President, John A. Logan College - Chair, Presidents Council Curriculum and Transfer Committee - Ex Officio
7. Carl Oblinger - Trustee, Lincoln Land Community College - Illinois Community College Trustees Association (ICCTA) (2006)
8. **Kathy Pampe** - Associate Dean, Education to Careers, Illinois Eastern Community Colleges - At Large (2007)
9. **Evelia Reza** - Student, Elgin Community College - Student Advisory Committee member - Ex Officio
10. Alan Steigelman - Vice President for Finance & Business Services, John Wood Community College - Illinois Community College Chief Financial Officers (ICCCFO) (2006)
11. **Linda Uzureau** - Vice President for Academic Affairs and Dean of Faculty, Prairie State College - Chief Academic Officers/Illinois Council of Community College Administrators (CAO/ICCCA) - Ex Officio