ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

IECC Board of Trustees Meeting

Tuesday, September 15, 2026

Location:

Lincoln Trail College, Statesmen Store Cafe
11220 State Highway 1
Robinson, IL 62454

Dinner – 5:30 p.m.
Meeting – 6:15 p.m.

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

Illinois Eastern Community Colleges
Board Agenda

Tuesday, September 15, 2026
6:15 p.m.
Lincoln Trail College, Statesmen Store Cafe
11220 State Highway 1
Robinson, IL 62454

1.	FY27 BUDGET HEARING	Chairman Carter	
A.	Call to Order of FY27 Budget Hearing		
B.	Public Hearing Regarding FY27 Budget		
C.	Adjournment of FY27 Budget Hearing		
2.	REGULAR MEETING — Call to Order & Roll Call	Chairman Carter	
3.	Welcome from the Chair	Chairman Carter	
4.	Recognition of Visitors and Guests	President Ambrose	
A.	Visitors and Guests		
B.	IECCEA Representative		
5.	Recognition of Distinguished Service & Conferral of Chancellor Emeritus Status	Chancellor Taylor	
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A.	Trustees		
B.	Chancellor		
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A.	2(c)(1) Employment/Appointment Matters		
B.	2(c)(2) Collective Negotiating Matters		
C.	2(c)(12) Litigation		
15.	Approval of Executive Session Minutes	Chancellor Taylor	
A.	Written Executive Session Minutes		
B.	Audio Executive Session Minutes		
16.	Approval of Personnel Report	Mrs. McDowell	71
17.	Litigation	Chancellor Taylor	
18.	Adjournment		

ILLINOIS EASTERN COMMUNITY COLLEGES

OFFICE OF THE CHANCELLOR

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Tim Taylor
RE: Resolution 2026-09-15-01 – Conferral of Chancellor Emeritus Status upon Dr. Ryan K. Gower
Date: September 15, 2026

Background: Dr. Ryan K. Gower served Illinois Eastern Community Colleges for ten years, first as President of Lincoln Trail College from 2016 to 2020 and subsequently as Chancellor of Illinois Eastern Community Colleges from 2020 to 2026. During his tenure, Dr. Gower provided distinguished leadership to the District and its colleges through a period of significant institutional change and contributed substantially to the advancement of IECC's students, employees, campuses, and communities.

In recognition of his decade of leadership and service, *Resolution 2026-09-15-01* recognizes Dr. Gower's contributions to Illinois Eastern Community Colleges and confers upon him the honorary title of **Chancellor Emeritus of Illinois Eastern Community Colleges.** The accompanying resolution provides a more complete recognition of Dr. Gower's service and contributions.

Recommendation: I recommend that the Board of Trustees adopt Resolution 2026-09-15-01, *Recognition of Distinguished Service and Conferral of Chancellor Emeritus Status*, thereby conferring upon Dr. Ryan K. Gower the honorary title of Chancellor Emeritus of Illinois Eastern Community Colleges.

Board RESOLUTION

2026-09-15-01

RECOGNITION OF DISTINGUISHED SERVICE AND CONFERRAL OF CHANCELLOR EMERITUS STATUS

Dr. Ryan K. Gower
Chancellor, 2020-2026
President, Lincoln Trail College, 2016–2020

WHEREAS, Dr. Ryan K. Gower has devoted ten years of distinguished service to Illinois Eastern Community Colleges, first as President of Lincoln Trail College from 2016 to 2020 and subsequently as Chancellor of Illinois Eastern Community Colleges from 2020 to 2026; and,

WHEREAS, Dr. Gower brought to IECC nearly two decades of experience at the University of Illinois at Urbana-Champaign as an educator, academic advisor, program director, and academic administrator, developing a career grounded in student success, experiential learning, academic quality, and meaningful connections among education, students, employers, and communities; and,

WHEREAS, Dr. Gower's appointment as President of Lincoln Trail College represented a return to a community with which he had longstanding personal and family ties, and where his appreciation for the College and its importance to Robinson and Crawford County helped shape his commitment to the students and communities served by Lincoln Trail College; and,

WHEREAS, during his four years as President of Lincoln Trail College, Dr. Gower strengthened relationships among students, employees, alumni, employers, donors, community partners, and supporters of the College, while helping generate significant external investment in the institution and its future; and,

WHEREAS, Dr. Gower's leadership at Lincoln Trail College helped advance significant campus and community investments, including the Crawford County Recreation Center, Theater Renaissance and Lackey Music Hall, Statesmen Park, and development of the College's Career and Technical Training Center, strengthening both the College and its role as an educational, workforce, cultural, and community resource; and,

WHEREAS, in May 2020, Dr. Gower assumed the position of Chancellor during an extraordinary period for higher education and provided steady leadership as IECC and its colleges navigated the COVID-19 pandemic and the significant educational, operational, financial, and workforce challenges that followed; and,

WHEREAS, Dr. Gower's commitment to building strong relationships with donors and community partners continued during his service as Chancellor, including his work to advance significant philanthropic support for Frontier Community College that contributed to the naming of Clemence Elizabeth Cox Hall, improvements to the College's athletic facilities, and future support for students, academic programs, and campus development; and,

WHEREAS, Dr. Gower provided leadership during a period of significant organizational transformation for IECC, advancing a more integrated District structure, establishing a divisional structure designed to serve students and employees across the institution, and strengthening coordination and collaboration among Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College; and,

WHEREAS, Dr. Gower championed the advancement of Guided Pathways across IECC, strengthening the District's focus on clearly defined educational pathways, student progression, and coordinated support from entry through completion and transfer or employment; and,

WHEREAS, throughout his tenure as Chancellor, Dr. Gower worked collaboratively with the Board of Trustees, college presidents, faculty, staff, administrators, foundations, and community partners to strengthen Illinois Eastern Community Colleges and position the institution to respond to changing student, workforce, and community needs; and,

WHEREAS, Dr. Gower's service reflected a lifelong commitment to students and education that began in the classroom and in academic advising and continued throughout his career as an educator, college president, and Chancellor; and,

WHEREAS, Dr. Gower's commitment to service extended beyond IECC through his involvement in the communities of the District, including service to the City of Robinson, the United Way of Crawford County, the Crawford County Development Association, and other civic and community organizations; and,

WHEREAS, following his service as Chancellor, Dr. Gower has continued his commitment to Lincoln Trail College and its community through service on the Lincoln Trail College Foundation Board of Directors; and,

WHEREAS, the Board of Trustees of Illinois Eastern Community College District No. 529 wishes to recognize Dr. Gower's decade of leadership and service and to ensure that his contributions to Illinois Eastern Community Colleges and the communities it serves are appropriately and permanently acknowledged;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community College District No. 529 hereby expresses its sincere gratitude and appreciation to Dr. Ryan K. Gower for his distinguished leadership, dedication to students, commitment to community, and ten years of service to Lincoln Trail College and Illinois Eastern Community Colleges; and,

BE IT FURTHER RESOLVED, that in recognition of his distinguished service and lasting contributions to Illinois Eastern Community Colleges, the Board of Trustees hereby confers upon Dr. Ryan K. Gower the honorary title of Chancellor Emeritus of Illinois Eastern Community Colleges, with all recognition and distinction associated with that designation.

IN WITNESS WHEREOF, the Chairman and Secretary of the Board of Trustees of Illinois Eastern Community College District No. 529, on behalf of the Board, have executed this Resolution this 15th day of September, 2026.

Chairman, Board of Trustees Illinois Eastern Community Colleges	Secretary, Board of Trustees Illinois Eastern Community Colleges

IECC Board of Trustees Meeting
Tuesday, August 18, 2026 6:15 PM Central

Banquet Room - Olney Central College
305 N. West Street
Olney, IL 62450

1. Call to Order & Roll Call – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed Board Secretary Sonja Holtz to call the roll.

Susan Batchelor:	Present
Roger Browning:	Present
Gary Carter:	Present
Esther Cha:	Present
Samantha Coomer (Student Trustee):	Present
Brenda Culver (via TEAMS):	Present
John McLaughlin:	Present
Jan Ridgely:	Present

Present: 7. Absent: 0

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:
Tim Taylor, Chancellor
Cathy Robb, Interim Chancellor, Vice Chancellor of Academic Affairs
Sharmila Kakac, FCC President & Vice Chancellor of Business & Industry
Tona Ambrose, LTC President & Vice Chancellor of Institutional Outreach
Chris Simpson, OCC President & Vice Chancellor of Business Operations
Matt Fowler, WVC President & Vice Chancellor of Student Affairs
Ryan Hawkins Chief Financial Officer/Treasurer
Andrea McDowell, Executive Director of Human Resources
Sonja Holtz, Board Secretary

2. Welcome from the Chair – Chairman Carter welcomed all who were present at the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Brandon Weger, Nixie Hnetkovsky, Dustin Wiggins, Lisa Rauch, Angel Maguire, Linda Monge, Mark Blevins, Bill Sandiford, & Dan McDonald.

3.B. IECCEA Representative – Nixie Hnetkovsky reported that faculty have been very busy preparing for the start of the academic year and working with Simply Syllabus. She also welcomed Dr. Taylor to IECC.

4. Public Comments – Bill Sandiford thanked the Board for its decision to appoint a trustee from the Robinson area.

5. Reports

5.A. Trustees

- Student Trustee Coomer discussed potential grant opportunities for the development of pickleball courts, with an estimated project cost of $400,000 - $600,000, and requested the Board's support in pursuing grant funding.
- Gary Carter reported on his appointment as Regional Chair for ICCTA and his attendance at a recent meeting in Freeport, Wisconsin, which included a visit to an underground irrigation farm. He noted that the meeting was productive and announced his selection of Susie Batchelor to serve as Vice Chair.
- Chairman Carter reported that he had been contacted regarding naming rights for the WVC tennis courts. He noted that the individual has committed approximately 15% of the estimated $600,000 project cost, which falls below the 33% contribution required under Board policy for naming rights. He also noted that IECC is coordinating with the local high school regarding potential participation in the project.

5.B. Chancellor – In addition to her previously distributed electronic report, the Interim Chancellor reported that classes would begin the following day and thanked faculty, deans, and vice chancellors for their efforts in preparing for the start of the academic year. She commented on the success of the District Workshop, noting that it was well organized and included valuable sessions. She provided an enrollment update, noting that overall enrollment remained behind the previous year, although credential-seeking enrollment remained steady. The Dual Credit team continued registering students at area high schools, and those numbers were expected to increase. The Interim Chancellor recognized Dean Goldman for the First-Year Experience course, which supports retention and student success, noting that more than 400 students were enrolled.

6. Approval of Consent Agenda
Motion to approve the consent agenda as presented. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on July 21, 2026.

6.B. PREVAIL MOU – Interim Chancellor Robb recommended approval of a Memorandum of Understanding with PREVAIL Illinois to provide confidential advisor services to students and employees who experience sexual violence at Lincoln Trail College, Olney Central College, and Wabash Valley College. The services will be provided at no cost to IECC. ***Document Registry 26-08-01***

6.C. SAFE MOU – Interim Chancellor Robb recommended authorization of a Memorandum of Understanding with Sexual Assault and Family Emergencies (SAFE) to provide confidential advisor services to students and employees who experience sexual violence at Frontier Community College. The services will be provided at no cost to IECC. ***Document Registry 26-08-02***

6.D. FY '26 Program Review – Interim Chancellor Robb recommended approval of the 2026 IECC Program Review Report, which evaluates career and technical programs, academic disciplines, and student support services based on quality, cost, need, equity, and performance. The review helps identify opportunities for curriculum updates, resource needs, and continued improvement of programs and services.

6.E. Telecommunications Course Fee – A Telecommunication Course Fee as recommended for approval for the Broadband Telecom program at Lincoln Trail College, effective Fall 2026. The fee will cover the actual cost of the American Traffic Safety Services Association flagger certification exam.

6.F. Apprenticeship Fee Removal – Interim Chancellor Robb recommended the approval of eliminating the $3-per-credit-hour Apprenticeship Fee. The change will reduce administrative processes, simplify billing, and remove any unnecessary cost for student apprentices while supporting IECC's commitment to students and regional workforce needs.

6.G. IECC/USI Clinical Education Agreement – A clinical education agreement with the University of Southern Indiana's Kinney College of Nursing and Health Professions was recommended for approval. This will provide opportunities for its nursing students to complete required practical learning and clinical experiences at IECC facilities. ***Document Registry 26-08-03***

6.H. Affiliation Agreements – Interim Chancellor Robb recommended approval of the affiliation agreements with the following:

6.H.i. Peak Physical Therapy & Wellness ***Document Registry 26-08-04***

6.H.ii. ROE #12 Storybrooke Pre-K ***Document Registry 26-08-05***

7. Action on Items Removed from Consent Agenda - None

8. Policy First Reading (and Possible Approval)

8.A. Policy 400.4 Holiday Leave and Benefit Non-Bargaining Unit
Motion to waive second reading and approve updates to Policy 400.4 to reflect changes in state law regarding paid leave and organ donation leave for eligible part-time employees. The revisions also clarify existing policy provisions and ensure alignment with current statutory requirements. This motion, made by Esther Cha and seconded by John McLaughlin, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. Appointment of Board Audit Committee
Motion to appoint Trustee Browning & Trustee Ridgely to serve as members of the Board Audit Committee, which provides oversight of the District's annual audit and reviews the annual Audit Report with the District's auditors. This motion, made by Esther Cha and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

10.B. FY '27 Tentative Budget
Motion to approve the Fiscal Year 2027 Tentative Budget and accompanying Budget Resolution. The budget reflects anticipated revenues and expenditures for the upcoming fiscal year, including $20.67 million in planned capital outlay. A public hearing and final budget adoption are scheduled for September 15, 2026, at Lincoln Trail College. ***Document Registry 26-08-07*** This motion, made by John McLaughlin and seconded by Roger Browning, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

10.C. Authorization to Dispose of Real Property at FCC
Motion to declare approximately 1.21 acres of District-owned property adjacent to Frontier Community College unnecessary for Community College purposes and authorized its sale. The property will be marketed for student housing development, with conditions requiring the purchaser to use the property for student housing and begin construction within three months of closing. This motion, made by Samantha Coomer and seconded by Susan Batchelor, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

10.D. Bid Exception NetApp FAS2750 Storage System Purchase
Motion to authorize the purchase of a NetApp FAS 2750 storage system from Keller Schroeder & Associates for $128,818.91. The replacement will modernize the District's aging storage infrastructure and provide improved performance, resiliency, capacity, and data protection. Funding is included in the approved FY2027 technology replacement budget. This motion, made by John McLaughlin and seconded by Esther Cha, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

11. Bid Committee Report

11.A. None.

12. District Finance

12.A. Financial Report

12.B. Approval of Financial Obligations

Motion to approve payment of district obligations for August 2026 in the total amount of $2,252,661.92. This motion, made by Jan Ridgely and seconded by Roger Browning, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

13. Executive Session - None

14. Approval of Executive Session Minutes
Motion to approve the executive session minutes of the regular meeting held on July 21, 2026. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

15. Approval of Personnel Report

400.1 Employment of Personnel

1. Destiny Nesler, Physical Therapy Assistant (PTA) Instructor, WVC, Academic Affairs effective August 24, 2026

2. Gabriell Weber, TRIO Upward Bound Academic Counselor, WVC, Institutional Outreach effective August 24, 2026

3. Sydney Miller, TRIO Upward Bound Academic Counselor, LTC, Institutional Outreach effective August 24, 2026

4. Sam Romershausen, Information Systems Technician, WVC, District Office effective August 24, 2026

5. Luis Rodriguez, Head Men's & Women's Soccer Coach, LTC effective August 24, 2026

6. Joe Hunt, O&M Team Lead, OCC effective August 24, 2026

400.2 2026-27 Administration & Staff Salaries (Attachment)

400.3 Special Assignment (Attachment)

400.4 Retirement Ratification

1. Ken Pryor, Manager of Technology Infrastructure, District Office effective October 31, 2026

Motion to approve the Personnel Report as presented. This motion, made by Esther Cha and seconded by Roger Browning, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

16. Litigation - None

17. Adjournment
Motion to adjourn at 7:12 p.m. This motion, made by Jan Ridgely and seconded by Samantha Coomer, Carried.
Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Esther Cha: Yea, Samantha Coomer (Student Trustee): Yea, Brenda Culver: Yea, John McLaughlin: Yea, Jan Ridgely: Yea
Yea: 7, Nay: 0

Approved: Chairman: ____________________________________

Secretary: _____________________________________

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Matt Fowler/Libby McVicker
RE: 2026 Annual Security Report
Date: September 15, 2026

Background: The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires institutions participating in federal student financial aid programs to annually publish an Annual Security Report by October 1. The report provides campus crime statistics for the preceding three calendar years and includes required institutional policies and information regarding campus safety and security, crime reporting and prevention, emergency response, alcohol and drug use, sexual misconduct prevention and response, and related educational programming.

The 2026 Annual Security Report contains crime statistics for calendar years 2023, 2024, and 2025 for IECC's reportable locations. This year's report also incorporates reporting requirements associated with the Stop Campus Hazing Act, including hazing statistics beginning with calendar year 2025.

The report has been reviewed by the Student Affairs Leadership Team and the Strategic Engagement Planning Council and will be published and distributed in accordance with federal requirements.

Recommendation: I recommend that the Board of Trustees accept the 2026 Annual Security Report as presented.

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Matt Fowler/Libby McVicker
RE: 2026 Violence Prevention Plan
Date: September 15, 2026

Background: In accordance with the Illinois Campus Security Enhancement Act of 2008 (110 ILCS 12/) and IECC Policy 100.25, IECC maintains a Violence Prevention Plan addressing the prevention, assessment, and management of threats and incidents of violence. The Plan establishes IECC's Threat Assessment and Behavioral Intervention Team (TABIT), a multidisciplinary team with representation from throughout the institution, and outlines processes for reporting concerning behavior, assessing potential threats, recommending appropriate interventions, and connecting students and employees with appropriate resources.

The Violence Prevention Plan is reviewed annually and revised as necessary. The 2026 update reflects current institutional contact information and TABIT membership and continues IECC's existing violence-prevention and behavioral-intervention framework. The Plan has been reviewed by the Student Affairs Leadership Team and Strategic Engagement Planning Council.

The Campus Security Enhancement Act requires IECC to maintain a Violence Prevention Plan **but does not require annual approval by the Board of Trustees.** Consistent with the Plan's provisions, the Chancellor provides institutional approval and support. The Plan is being presented to the Board as part of its oversight of institutional safety and security.

Recommendation: I recommend that the Board of Trustees receive the 2026 Violence Prevention Plan as presented.

ILLINOIS EASTERN COMMUNITY COLLEGES

OFFICE OF THE CHANCELLOR

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chad Weaver, Campus Safety & Emergency Preparedness Director
RE: 2026 Crisis Management Plans
Date: September 15, 2026

Background: In accordance with the Illinois Campus Security Enhancement Act of 2008 (110 ILCS 12/), 29 Illinois Administrative Code Part 305, and IECC Policy 100.24, IECC maintains a National Incident Management System (NIMS)-compliant, all-hazards Crisis Management Plan for each of its four colleges. The plans establish the framework for command, coordination, communication, emergency response, recovery, continuity of operations, and coordination with local and regional emergency-response agencies.

The Crisis Management Plans are reviewed and updated annually. The 2026 review included updates to contact and administrative information and review of each college's emergency-response resources and responsibilities. Each college president affirms support for the Crisis Management Plan applicable to their college.

The plans have been reviewed by the Student Affairs Leadership Team and the Strategic Engagement Planning Council. State law and administrative rules require IECC to maintain and annually review its Crisis Management Plans **but do not require approval by the Board of Trustees**. Therefore, the plans are being provided to the Board as part of its oversight of institutional safety and emergency preparedness. Following completion of the annual review process, the plans will be submitted to the appropriate Illinois Emergency Management Agency regional coordinator and the Illinois Community College Board in accordance with applicable requirements.

Because the Crisis Management Plans contain public-safety-sensitive information and operational emergency-response information, the complete plans have been provided separately to members of the Board and are not included in the publicly distributed Board materials.

Recommendation: I recommend that the Board of Trustees receive the 2026 Crisis Management Plans for Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College.

ILLINOIS EASTERN COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chancellor
RE: Policy 100.38 – General Gift
Date: September 15, 2026

Background: At its August meeting, the Board discussed a potential philanthropic gift associated with a naming opportunity. While the Board appeared generally receptive to the gift and the opportunity it could create for IECC, the discussion also highlighted limitations within the existing General Gift Policy. Most notably, the current policy generally ties the naming of a facility to a contribution representing at least 33% of the facility's construction or replacement value.

Rather than simply modifying that percentage or creating an exception for a particular gift, I recommend revising Policy 100.38 to establish a more durable framework for gift acceptance, donor recognition, and naming decisions.

The proposed policy recognizes philanthropy as an important form of community partnership while establishing principles intended to protect donor intent, institutional independence, IECC's public responsibilities, and the long-term interests of the District. It also preserves Board authority over significant naming decisions, including major facilities, academic programs, organizational units, and other prominent institutional assets.

The proposed policy is intentionally more principle-based than the existing policy. Detailed standards governing gift review, due diligence, valuation of naming opportunities, approval authority, gift and naming agreements, and stewardship are addressed in accompanying Procedure 100.38 *Gift Acceptance, Donor Recognition, and Naming.* This structure is intended to allow Board policy to establish enduring principles and appropriate delegations of authority while the administrative procedure provides a consistent framework for implementation.

Procedure 100.38 is included with the Board materials for informational purposes so Trustees can see how the proposed policy would be implemented. The procedure is not presented for Board approval. Following institutional review and Board adoption of the revised policy, the procedure will be finalized and approved administratively by the Chancellor.

Recommendation: I recommend that the Board of Trustees receive proposed Policy 100.38, *General Gift* policy, for first reading. The policy will be presented for final consideration at the October 2026 Board meeting.

ILLINOIS EASTERN COMMUNITY COLLEGES

OFFICE OF THE CHANCELLOR

233 EAST CHESTNUT, OLNEY, IL 62450 | 618.393.2982

www.iecc.edu

BOARD OF TRUSTEES – 100

General Gift Policy **(100.38)**

Date Adopted: August 17, 2021
Revised: TBD (Pending Board Approval)

~~This policy establishes general expectations of the Board of Trustees related to gifts. The Board retains full discretion to accept gifts and recognize donors on a case-by-case basis.~~

~~The Board recognizes the Foundations as the primary fundraiser and philanthropic arm of each Illinois Eastern Community Colleges campus. Gifts not directed to the Foundation, but instead provided to one of the IECC campuses, are the property of Illinois Eastern Community Colleges, subject to control and management by the Board. Unless otherwise directed by the donor, gifts and associated income and revenue from gifts, will be used on behalf of the campus to which the gift was directed or where the donor relationship was cultivated.~~

~~Named Gift Standards.~~
~~The Board of Trustees has established minimum standards for named gifts, but the Chancellor or their designee may authorize higher minimums as deemed appropriate by situations unique to the gift or project.~~

~~Named Facilities.~~
~~The Board reserves the right to consider a request to name a facility (or any part thereof) for a donor or someone a donor wishes to memorialize. In general, the value of this gift will typically represent no less than 33% of the cost of construction or replacement value of the facility. The Chancellor will make a recommendation to the Board taking into consideration factors like existing strategic or facility plans, the structure of gift payments, and the prominence or purpose of the facility.~~

~~Named Programs.~~
~~The decision to name departments, units, or programs of study will be made by the Board upon the recommendation of the Chancellor. In all such cases, an endowment should be created with an investment revenue stream significant enough to meaningfully support the department, unit, or program of study. The principal gift is not to be spent without prior Board approval and residual funds are to be reinvested back into the endowment. Minimum gift levels follow, but the Chancellor will recommend an amount based upon the term of the agreement, the structure or timing of gift payments, or other program or student characteristics.~~

- ~~Centers, Departments or Units $1,000,000~~
- ~~Program of Study $500,000~~

~~Each situation is different, but in general the Board is not favorable to naming buildings, spaces, or programs for profit-seeking entities. Unless otherwise approved, consideration for previous gifts will not be considered unless such gifts were specifically linked to the naming opportunity.~~

~~Public/Private Partnerships.~~
~~The Board recognizes the pivotal role its campuses play in the local community and welcomes the opportunity to partner, financially or otherwise, with public, profit, or not-for-profit organizations on endeavors of mutual benefit. Such projects should always connect to the IECC mission and will typically be ones already identified in the strategic plan or tied to one of the goals or objectives in the plan. After consideration at the campus level, the Chancellor may bring opportunities for community partnerships, particularly those that would require financial partnership or long-term use of district resources, to the Board for consideration at its monthly meeting.~~

~~Such projects will be approved by the Board through a formal voting process, and a resolution of support indicating the breadth and scope of the partnership will be provided. In general, the local share of such~~

~~projects is expected to be between 100% and 65% of the total cost of the project, but the Chancellor may recommend different amounts based on unique circumstances surrounding the project.~~

Policy Statement

The Board of Trustees recognizes philanthropy as an important expression of community partnership and welcomes gifts that benefit students, expand access and educational opportunities, support affordability, strengthen programs and services, enhance facilities and learning environments, and contribute to the vitality of the communities served by Illinois Eastern Community Colleges.

As stewards of a public institution, the Board values the generosity of individuals, businesses, organizations, foundations, and other community partners whose support can extend the impact of public resources and help the District pursue opportunities that might otherwise not be possible. In accepting and recognizing such generosity, the Board is committed to responsible stewardship, honoring donor intent, and preserving the integrity, independence, mission, reputation, and public character of Illinois Eastern Community Colleges.

Gift Acceptance and Stewardship

Gifts made directly to Illinois Eastern Community Colleges shall benefit the mission and interests of the District and shall be accepted, administered, and used in a manner consistent with donor intent, applicable law, Board policy, and the long-term interests of the students and communities served by Illinois Eastern Community Colleges.

Acceptance of a gift does not provide a donor with control over District operations or decision-making. Donor restrictions may identify the purpose for which a gift is to be used, but such restrictions must be consistent with the mission, authority, and responsibilities of the District.

The Chancellor is authorized to accept and administer gifts on behalf of the District consistent with this policy and established procedures. The Board retains approval authority for gifts and related arrangements identified by policy or procedure as warranting Board consideration because of their nature, conditions, complexity, risk, or potential institutional impact.

The relationship between the District and the independent foundations supporting its Colleges is governed by Policy 100.41, Board of Trustees and Foundations Collaboration.

Donor Recognition and Naming

The Board supports meaningful and appropriate recognition of individuals, businesses, organizations, and other partners whose generosity benefits Illinois Eastern Community Colleges.

Naming a District facility, academic program, organizational unit, or other significant institutional asset is a distinctive form of recognition and shall be undertaken thoughtfully, with consideration for the significance and purpose of the contribution, the prominence and nature of the asset being named, the duration and form of recognition, and the long-term interests and reputation of the District.

Donor recognition, including naming recognition, shall not constitute or create an expectation of preferential treatment or influence over District governance, academic matters, employment, procurement, programming, admissions, or other institutional decisions.

The Board retains authority to approve the naming or renaming of significant District facilities, academic programs, organizational units, and other prominent institutional assets upon recommendation of the Chancellor. The Chancellor may approve other forms of donor recognition and naming as provided by administrative procedure.

Institutional Integrity and Public Trust

Illinois Eastern Community Colleges shall not accept a gift or enter into a recognition or naming arrangement when the associated conditions:

1. Conflict with applicable law, Board policy, or the mission, values, or public responsibilities of the District;
2. Compromise or appear to compromise institutional or academic independence;
3. Create unreasonable financial, operational, legal, or reputational risk;
4. Constitute or reasonably appear to constitute a quid pro quo or improperly influence District decision-making;
5. Provide a donor with inappropriate control over the use or administration of a gift;
6. Create an actual or apparent conflict of interest; or
7. Otherwise, materially undermine the public trust placed in Illinois Eastern Community Colleges.

100.38 Gift Acceptance, Donor Recognition, and Naming **NEW**

Effective Date: TBD (Pending Approval)

Purpose

This procedure implements Board Policy 100.38 and establishes standards for the acceptance, administration, stewardship, and recognition of gifts made directly to Illinois Eastern Community Colleges (IECC), including naming opportunities associated with philanthropic support.

This procedure is intended to encourage philanthropy and community partnership while ensuring that gifts and donor recognition advance the mission and interests of IECC, honor donor intent, appropriately recognize generosity, and protect the District's independence, integrity, resources, reputation, and public trust.

Definitions

For purposes of this procedure:
Gift means a voluntary contribution of cash, securities, property, equipment, materials, or other assets provided for the benefit of IECC without an expectation of goods, services, preferential treatment, or other consideration of comparable value in return.

Restricted Gift means a gift for which the donor has identified a specific purpose or use that is consistent with IECC's mission and that IECC has agreed to honor.

In-Kind Gift means a non-cash contribution of property, equipment, materials, or other tangible or intangible assets.

Donor Recognition means appropriate acknowledgment of a donor's generosity and may include public acknowledgment, signage, plaques, listings, or other forms of recognition.

Naming Recognition means the association of an individual's, family's, organization's, or entity's name with an IECC facility, space, program, organizational unit, or other institutional asset as a form of recognition.

Corporate Naming means naming recognition associated with a gift from, or relationship with, a for-profit entity or commercial organization.

Sponsorship means an arrangement in which IECC receives financial or other support and the supporting entity receives recognition, promotional value, or other defined benefits in return. Sponsorships are distinguishable from charitable gifts and shall be administered accordingly.

Relationship with College Foundations

The relationship between the District and the independent foundations supporting its Colleges is governed by Policy 100.41, Board of Trustees and Foundations Collaboration.

Gifts received and administered independently by a College foundation are governed by the applicable foundation's policies and governing documents. However, donor recognition or naming involving District-owned property, facilities, programs, organizational units, or other District assets remains subject to Policy 100.38 and this procedure regardless of whether the associated gift is received by the District or a College foundation.

100.38 Gift Acceptance, Donor Recognition, and Naming **NEW**

Gift Acceptance

The Chancellor is authorized to accept gifts on behalf of IECC when the gift:

1. Supports the mission, strategic priorities, programs, students, facilities, or other legitimate interests of the District;
2. Can be used in accordance with donor intent;
3. Does not compromise institutional independence or District decision-making;
4. Does not create unreasonable financial, operational, legal, or reputational risk;
5. Does not create an actual or apparent conflict of interest or inappropriate expectation of preferential treatment;
6. Can be administered using existing District resources or resources provided by the gift, unless additional obligations have been appropriately approved; and
7. Otherwise, complies with Board policy, this procedure, applicable law, and accepted standards of educational philanthropy.

The Chancellor may delegate authority for routine gift acceptance and administration to appropriate District or College officials. Such delegation does not alter any approval or review requirement established by Board policy or this procedure.

Gifts Requiring Additional Review

Prior to acceptance, additional administrative, financial, legal, or other review shall be conducted when a proposed gift:

1. Includes restrictions or conditions that may materially affect District operations;
2. Requires significant matching funds, continuing expenditures, staffing, maintenance, insurance, or other District resources;
3. Includes real property, interests in real property, closely held securities, intellectual property, unusual tangible property, or other assets that may create valuation, ownership, disposition, or liability concerns;
4. May expose IECC to material legal, financial, environmental, operational, or reputational risk;
5. Involves a donor who is a current or prospective vendor, contractor, or party to a material District transaction;
6. Includes proposed naming recognition;
7. Could reasonably create an actual or apparent conflict of interest; or
8. Otherwise, presents circumstances for which additional review would serve the interests of IECC.

The Chancellor shall obtain legal counsel, financial review, appraisal, environmental assessment, or other professional review when appropriate to the nature of the proposed gift.

Gifts Requiring Board Approval

Board approval shall be obtained before IECC accepts a gift that:

1. Requires a significant continuing financial or operational commitment by the District beyond resources provided by the gift;
2. Involves the acquisition of real property or a material interest in real property;
3. Contains unusual restrictions or conditions having substantial institutional impact;
4. Presents material legal, financial, reputational, or public-interest considerations with substantial potential impact on the District; or
5. Is associated with naming recognition reserved to the Board under this procedure.

The Chancellor may refer any other proposed gift to the Board when the nature, value, conditions, complexity, public visibility, or potential institutional impact of the gift warrants Board consideration.

100.38 Gift Acceptance, Donor Recognition, and Naming **NEW**

Donor Recognition

IECC shall appropriately recognize generosity in a manner proportionate to the nature and significance of the contribution and consistent with the wishes of the donor and interests of the District.

Donor recognition shall not provide or imply ownership, control, preferential treatment, or influence over District operations or decisions. Any endorsement, exclusivity, promotional benefit, or other consideration associated with a separately authorized sponsorship or contractual arrangement must be expressly documented and consistent with Board policy, applicable law, and District procedures.

Naming Recognition

Naming recognition is among the District's most prominent forms of donor recognition and shall be considered carefully and in the long-term interests of IECC.

The value associated with a naming opportunity shall be determined based upon the circumstances of the opportunity rather than through application of a single District-wide percentage. Factors may include:

1. The cost, replacement value, or market significance of the facility, space, program, or asset;
2. The prominence, visibility, location, and use of the asset;
3. The significance of the gift to the completion, enhancement, or sustainability of the project or program;
4. The amount of public or other resources invested;
5. Comparable naming opportunities across the District and, when appropriate, at comparable institutions;
6. The duration of the proposed naming recognition;
7. The timing and structure of gift payments;
8. The fundraising potential associated with the asset or project;
9. Prior philanthropic support when directly relevant to the naming opportunity; and
10. Other circumstances affecting the value or appropriateness of the proposed recognition.

Naming values established through these considerations are guidelines for determining appropriate recognition and do not create an entitlement to naming recognition. Acceptance of a gift does not obligate IECC to approve a requested name.

Duration of Naming Recognition

Naming recognition may be established:

- For the useful life of a facility, space, program, or other asset;
- For a defined term;
- For the duration of a program or activity;
- Through an endowed arrangement; or
- For another period determined appropriate to the nature of the gift and recognition.

The duration shall be established before approval and documented in the applicable gift or naming agreement.

Corporate naming recognition ordinarily shall be for a defined term rather than permanent or perpetual. The term shall reflect the value and nature of the contribution, prominence of the asset, and interests of IECC.

Expiration of a naming term does not create an obligation for IECC to continue the name. Renewal may be considered based upon circumstances existing at the time of expiration.

100.38 Gift Acceptance, Donor Recognition, and Naming **NEW**

Approval Authority for Naming

The **Board of Trustees**, upon recommendation of the Chancellor, shall approve:

1. Naming or renaming of District buildings and major facilities;
2. Naming of significant outdoor facilities or complexes;
3. Naming of academic programs, departments, centers, institutes, or organizational units;
4. Corporate naming of significant District facilities or institutional assets;
5. Naming opportunities determined by the Chancellor to have substantial institutional, public, or reputational significance; and
6. Modification or termination of naming previously approved by the Board when Board action is appropriate.

The **Chancellor**, or a designee authorized by the Chancellor, may approve:

1. Naming of classrooms, laboratories, conference rooms, offices, and similar interior spaces;
2. Naming or recognition associated with equipment, furnishings, landscape features, or other limited institutional assets;
3. Plaques, donor walls, and other forms of donor recognition; and
4. Other naming or recognition opportunities not reserved to the Board.

The Chancellor may refer any naming opportunity to the Board when circumstances warrant.

Corporate and Commercial Naming

IECC welcomes philanthropic support from responsible businesses and commercial organizations when the relationship is consistent with the District's mission, interests, reputation, and public responsibilities.

Corporate naming shall receive appropriate due diligence and ordinarily shall:

1. Be for a defined term;
2. Reflect an appropriate relationship between the value of the contribution and the value, prominence, and duration of the naming opportunity;
3. Avoid the appearance of institutional endorsement of a commercial product or service;
4. Preserve IECC's authority over academic, operational, employment, procurement, and other institutional decisions; and
5. Include provisions addressing changes in corporate ownership, identity, legal status, reputation, or other circumstances material to the naming relationship.

Use of corporate logos, trademarks, trade names, advertising elements, or other commercial identifiers shall be separately evaluated and expressly authorized.

Vendors, Contractors, and Other District Relationships

A gift or proposed naming arrangement involving a current or prospective vendor, contractor, bidder, or other party seeking or maintaining a material business relationship with IECC shall be reviewed independently from any procurement or contracting decision.

No gift, sponsorship, or naming arrangement shall:

1. Be conditioned upon the award, renewal, modification, or continuation of District business;
2. Provide or appear to provide preferential treatment in procurement or contracting;
3. Influence or appear to influence the evaluation or selection of a vendor or contractor; or
4. Circumvent applicable procurement laws, Board policies, or District procedures.

When appropriate, legal counsel shall review such arrangements prior to acceptance or approval.

100.38 Gift Acceptance, Donor Recognition, and Naming **NEW**

Due Diligence

The level of due diligence shall be proportionate to the nature, value, visibility, duration, and potential risk associated with the gift or naming opportunity.

Review may include consideration of:

- The identity and reputation of the donor;
- The source and nature of the gift;
- Potential conflicts of interest;
- Existing or prospective business relationships with IECC;
- Legal or regulatory concerns;
- Consistency with IECC's mission and public responsibilities;
- Reputational considerations; and
- Any other circumstances reasonably relevant to the proposed relationship.

Due diligence shall respect legitimate donor privacy while protecting the interests and public responsibilities of IECC.

Gift and Naming Agreements

Significant restricted gifts, naming arrangements, and other gifts involving continuing obligations shall be documented through a written agreement appropriate to the circumstances.

Agreements shall address, as applicable:

1. Donor and District responsibilities;
2. Amount, form, purpose, and payment schedule of the gift;
3. Restrictions on use;
4. Form and duration of recognition;
5. Timing of naming or recognition;
6. Signage and use of names, marks, or logos;
7. Responsibilities for associated costs;
8. Circumstances involving renovation, relocation, replacement, discontinuance, or demolition of a named asset;
9. Donor default or failure to complete a pledge;
10. Modification, termination, or removal of recognition;
11. Changes in the donor's or organization's name, ownership, status, or circumstances; and
12. Other terms necessary to protect donor intent and District interests.

Naming recognition ordinarily shall not be installed or publicly represented as final until required approvals have been obtained and the applicable agreement has been executed.

Payment and Recognition

The timing of naming recognition shall be established in the applicable agreement. Depending upon the nature and amount of the gift, IECC may require receipt of the gift in full, receipt of a specified portion, or an enforceable pledge before naming recognition becomes effective.

If a donor fails to fulfill a material gift commitment, IECC may modify, suspend, or terminate associated recognition consistent with the agreement and applicable Board approval.

Modification or Termination of Naming Recognition

IECC retains the authority to modify or discontinue naming recognition when circumstances warrant, including when:

1. The named facility, space, program, unit, or other asset is demolished, substantially renovated, relocated, replaced, discontinued, or materially changed;
2. The agreed naming term expires;
3. The donor fails to fulfill a material obligation;
4. Continued association with the name would materially conflict with IECC's mission, values, reputation, public responsibilities, or interests;
5. Circumstances arise that could reasonably undermine public trust or materially harm the District; or
6. Continuation of the naming is otherwise inconsistent with the terms of the applicable agreement.

When reasonably possible and appropriate, IECC will communicate with the donor or donor representative before modifying or terminating recognition.

Modification or termination of naming recognition previously approved by the Board shall require Board approval, except when the naming term expires according to the terms of an agreement previously approved by the Board.

Records and Stewardship

IECC shall maintain appropriate records of gifts, donor restrictions, naming agreements, recognition terms, approval actions, and other information necessary for responsible stewardship.

The Chancellor shall designate responsibility for maintaining an official inventory of active naming recognition across the District, including the name, associated gift or recognition, approval authority, effective date, duration, expiration date when applicable, and governing agreement.

IECC shall periodically review active naming arrangements to ensure continued compliance with applicable agreements, Board policy, and this procedure.

Exceptions and Interpretation

Questions regarding interpretation or application of this procedure shall be resolved by the Chancellor in consultation with legal counsel or other appropriate personnel when necessary.

Any proposed action inconsistent with a provision of this procedure that materially affects authority reserved to the Board shall be presented to the Board for consideration.

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Ryan Hawkins
RE: FY27 Budget
Date: September 15, 2026

Background: The Illinois Public Community College Act (110 ILCS 805/3-20) requires each community college district to prepare a tentative budget, make it available for public inspection for at least 30 days, and hold at least one public hearing prior to final adoption. Public notice of the inspection period and hearing must be published at least 30 days prior to the hearing.

At its August 18, 2026, meeting, the Board approved the tentative FY27 Budget. The tentative budget was subsequently made available for public inspection through September 15, 2026, and the required public hearing was conducted in accordance with applicable requirements.

Since preparation of the tentative budget, updated enrollment, property tax, Corporate Personal Property Replacement Tax (CPPRT), tuition and fee, and expenditure information has become available and has been incorporated into the final FY27 Budget.

An accompanying FY27 Budget Summary & Analysis provides additional information regarding the final budget, including significant changes from the tentative budget, the projected financial position of the District's operating funds, enrollment and revenue trends, the composition of the projected operating deficit, and considerations affecting the District's longer-term financial outlook.

The District has complied with applicable statutory and regulatory requirements for notice, public inspection, hearing, and preparation of the FY27 Budget. Vice Chancellor Hawkins will be available to answer questions regarding the budget and accompanying analysis.

Recommendation: I recommend that the Board of Trustees approve the FY27 Budget for Illinois Eastern Community College District No. 529 as presented.

Recommendation: I recommend that the Board authorize the Chancellor to file the FY27 Budget with the Illinois Community College Board in accordance with applicable requirements.

Fiscal Year 2027 Budget
Summary & Analysis

Overview
This summary provides additional context for the FY27 Budget presented to the Board of Trustees for final adoption. It highlights significant changes from the tentative budget, the projected financial position of the District's operating funds, recent enrollment and revenue trends, and considerations affecting IECC's longer-term financial outlook.

The FY27 Budget should be viewed within the context of an institution experiencing continued enrollment-related pressure on operating revenues while maintaining substantial commitments to instruction, student services, employees, facilities, technology, and other institutional operations.

Budget at a Glance
The District's principal operating funds are the Education Fund and the Operations & Maintenance Fund. The final FY27 Budget projects deficits in both funds:

Operating Fund	**FY27 Projected Deficit**
Education Fund	Approximately $1.70 million
Operations & Maintenance Fund	Approximately $0.32 million
Combined Operating Funds	**Approximately $2.02 million**

Approximately **$1.1 million of the projected Education Fund deficit is associated with identified one-time expenditures**, including strategic Career and Technical Education (CTE) equipment investments, voluntary separation payments, and anticipated State Universities Retirement System (SURS)-related costs. These expenditures affect the FY27 financial result but do not represent recurring annual operating commitments.

The remaining imbalance, together with current enrollment and revenue trends, indicates a continuing need to better align the District's recurring operating expenditures with its recurring revenue base.

Changes from the Tentative Budget
The tentative FY27 Budget was developed using the information available prior to the beginning of the fall semester. Since that time, updated enrollment, revenue, and expenditure information has allowed several assumptions to be refined for the final budget.

Among the more significant changes:

Budget Factor	**Tentative-to-Final Adjustment**
Property tax revenue	Approximately +$130,000 across Education and O&M
CPPRT allocated to Education Fund	Approximately +$300,000
Education Fund tuition & fee revenue	Approximately -$900,000
Tuition-waiver expenditures	Approximately -$600,000

Fiscal Year 2027 Budget
Summary & Analysis

Updated property tax estimates provide modest additional revenue to the operating funds. Updated Corporate Personal Property Replacement Tax (CPPRT) estimates also allowed approximately $300,000 in additional anticipated revenue to be allocated to the Education Fund.

Those improvements are offset by lower enrollment-related revenue expectations. Preliminary fall enrollment data indicate total credit hours are approximately **7.38% below the prior fall term.** Tuition and fee collections through August 31 were similarly below the prior year. Based upon these trends, projected Education Fund tuition and fee revenue was reduced from approximately **$11.9 million in the tentative budget to $11.0 million in the final budget.**

Projected tuition-waiver expenditures were also reduced by approximately $600,000 based upon current activity. The reduction in waiver expense partially offsets the decline in projected tuition and fee revenue but does not eliminate the underlying enrollment-related revenue pressure.

Enrollment and Revenue Trends

The challenges reflected in the FY27 Budget are not limited to a single fiscal year. Reimbursable credit hours have declined materially in recent years:

Fiscal Year	Reimbursable Credit Hours
FY2023	77,575.5
FY2026	66,377.0
Change	**-11,198.5 (-14.4%)**

Reimbursable credit hours declined approximately **5.1% in FY2026 alone**, and preliminary Fall 2026 credit-hour information indicates additional enrollment pressure.

This trend has implications beyond tuition revenue. Enrollment and reimbursable credit-hour production also influence components of State operating support. State operating revenues have declined from approximately **$13.2 million in FY2023 to approximately $12.0 million budgeted for FY27**, with additional pressure possible if current enrollment trends continue.

The combined effect is important: declining enrollment can affect both locally generated tuition revenue and future State operating support. Consequently, enrollment performance and financial performance should increasingly be considered together when evaluating the District's long-term operating model.

Expenditure Considerations

IECC has taken steps in recent years to respond to changing revenue conditions while continuing to support employees, instructional programs, student services, facilities, and technology. FY27 also includes several expenditures that are strategic or transitional rather than recurring.

Distinguishing between **recurring and nonrecurring expenditures** is therefore important when evaluating the projected deficit. Approximately $1.1 million of the Education Fund deficit has been identified as one-time in nature. While those expenditures require resources in FY27, they should not automatically carry forward into the District's recurring expenditure base.

At the same time, removing one-time expenditures does not fully resolve the operating imbalance. Personnel costs, technology and subscription expenses, facility operations and maintenance, instructional investments, and other recurring commitments must ultimately be considered in relation to the recurring revenues available to support them.

Financial Outlook

IECC enters FY27 with financial resources that provide the District time to respond thoughtfully to these conditions. Fund balance can appropriately support strategic investments, temporary transitions, and other nonrecurring expenditures. It should not, however, become a long-term substitute for sufficient recurring operating revenue.

Accordingly, a central financial objective going forward will be to improve **structural balance (i.e., the alignment of recurring revenues and recurring expenditures) while preserving IECC's ability to serve students and communities effectively.**

During FY27, administration will continue developing a more complete understanding of the factors affecting the District's financial model. Areas of analysis will include enrollment and credit-hour trends, revenue performance, program and service delivery, staffing, facilities and infrastructure, technology, and other significant operating commitments.

This work should also strengthen the connection among strategic planning, enrollment planning, academic and workforce programming, facilities planning, and resource allocation. Financial sustainability is ultimately not a stand-alone budget exercise; it depends upon how effectively IECC aligns its resources with its institutional priorities and the educational needs of the communities it serves.

The Future

The FY27 Budget represents the District's operating plan for the current fiscal year. It also provides an important baseline from which to evaluate future financial performance.

Administration will monitor actual revenues and expenditures throughout FY27 and provide the Board with periodic financial information as the year progresses. Particular attention will be given to enrollment-related revenue performance, the distinction between recurring and nonrecurring expenditures, and the underlying structural position of the operating funds.

The longer-term objective is straightforward: **recurring operating commitments should be supported by sustainable recurring revenues.** Achieving that objective will require continued analysis, thoughtful prioritization, and decisions informed by both financial evidence and IECC's mission to serve students and communities.

ILLINOIS EASTERN COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Ryan Hawkins
RE: Approval of TLB West Richland Center HVAC Unit Replacement
Date: September 15, 2026

Background: The FY27 Protection, Health, and Safety budget includes replacement of aging rooftop HVAC units at the Terry L. Bruce West Richland Center as part of the District's ongoing facility maintenance and replacement plan. The units included in this project are beyond their typical useful life.

The District solicited sealed bids for the replacement project. A pre-bid meeting was held on August 18, 2026, and sealed bids were publicly opened on September 1, 2026. Three bids were received as summarized below:

Bidder	Base Bid	Alternate #1	Alternate #2	Total
Dan's Electric – Noble, IL	$21,510.64	$10,192.81	$10,994.71	$42,698.16
Entec Services, Inc. – Mattoon, IL	$20,300.00	$9,700.00	$9,000.00	$39,000.00
Read's Inc. – Olney, IL	$26,291.00	$13,805.00	$13,970.00	$54,066.00

Following review, the Bid Committee determined that Entec Services, Inc. submitted the lowest responsible bid in conformity with the project specifications. The project will be funded with Protection, Health, and Safety funds.

Recommendation: I recommend the Board approve the lowest responsible bid of $39,000 from Entec Services, Inc. of Mattoon, Illinois, for the Terry L. Bruce West Richland Center HVAC Unit Replacement project and authorize the administration to execute the necessary contract documents.

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for Terry L. Bruce West Richland Center HVAC Units Replacement shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 2:00 p.m. local time, on Tuesday, September 1, 2026, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

PRE-BID MEETING / SITE VISIT

A pre-bid meeting is scheduled for Tuesday, August 18, 2026, at 1:00 p.m. at Terry L. Bruce West Richland Center HVAC Units Replacement, 320 East North Avenue, Noble, IL 62868. A walk through of the proposed project site will take place as part of the pre-bid meeting.

Attendance of the scheduled pre-bid meeting or a separate/additional site visit is not a requirement of submitting a bid proposal, but it is the responsibility of the contractor to field verify measurements of the installation areas as well as to provide all labor, materials, equipment, and tools necessary for the complete project. If a site visit, other than the scheduled pre-bid meeting, is desired prior to submitting a bid, schedule a visit with Arron Brown, TLB WRC O&M Team Leader, to determine an acceptable date and time. Mr. Brown can be contacted at (618) 204-9073. Any questions concerning anything contained herein should be directed, in writing, to Nicholas Knapp, Construction Project Manager, at 233 E. Chestnut, Olney, IL 62450. Questions may also be submitted to bids@iecc.edu. Please include TERRY L. BRUCE WEST RICHLAND CENTER HVAC UNITS REPLACEMENT in the subject line of any inquiry. The deadline for questions is 2:00 p.m., Wednesday, August 26, 2026.

ADDENDUM

If it becomes necessary to revise any part of the RFP, an official written addendum will be issued by Illinois Eastern Community Colleges to all bidders of record.

Vendor must clearly understand that any verbal representation made or assumed to be made during any oral discussion held between vendor's representative and any Illinois Eastern Community Colleges personnel is not binding. Only the information issued in writing and added to the Request for Proposal specifications file by an official written addendum are binding.

METHOD OF BIDDING

Bids should include all items bid as one contract price. Bidders shall examine all documents contained herein. Failure to do so will not relieve a successful bidder of his obligation to provide all labor, materials, training, and support necessary to carry out the provision of his contract for the sum stated thereon. Each bidder, by submitting a bid, represents that they have received, read, and understand the bidding documents.

SCOPE OF WORK

The scope of this bid is to provide all materials, labor, and equipment required to remove existing RTU #5, Carrier 50HJQ005---601, being replaced and to install a new 4-Ton RTU as well as existing RTU #7, Carrier 50HJQ005---601, being replaced and install a new 4-Ton RTU. The units are on the roof of the existing one-story building. Provide all associated accessories as required for a complete and operable system for each unit being replaced.

The bid proposal shall include, but not necessarily be limited to the following for both units being replaced:

- Recover refrigerant from existing system and dispose of per EPA guidelines.
- Demo and remove Carrier Heat Pump RTU using crane.
- Furnish and install Heat Pump RTU of equal or greater specifications as existing unit being replaced, including, but not necessarily limited to, heating kits specifications (see photos of existing unit heating kit information for minimum specifications to be met), power connection type, louvered hail guards, economizers specifications, 460V-3Phase-60Hz, cooling stages, communicating control compatible with existing thermostat, and nominal capacity (4-ton units as per existing unit being replaced).
- Removal and replacement of the existing electrical disconnect attached to the body of the unit with a new electrical disconnect with like electrical specifications and ratings as the Unit #5 and Unit #7 30 Amp Square D disconnects being replaced.
- Reconnect electric to new RTU.
- Connect new unit to existing thermostat. Provide new control wire as required.
- Perform start-up of new equipment.

The new units shall properly fit the existing curb systems as per manufacturer's recommendations, or a new curb system and/or manufacturer recommended curb adapter, as well as any associated roof modification scope, shall be included to install the new units per manufacturer's recommendations.

The new units shall properly attach to the existing duct work, or the appropriate duct modifications shall be included to meet the unit manufacturer's recommendations. The installation of the new units or any duct modifications completed shall not restrict the current air flow or existing duct systems functions.

Manufacturers:

A. Basis of Design: Carrier
B. Acceptable Manufacturers:
    1) Aaon
    2) American Standard
    3) Carrier
    4) Lennox
    5) Trane

<u>ALTERNATES</u>

<u>ALTERNATE 1:</u>
The scope of this bid is to provide all materials, labor, and equipment required to remove the existing RTU #14, Carrier 50HJQ005---601, being replaced and equipment required to install a new 4-Ton RTU. The unit is on the roof of the existing one-story building. Provide all associated accessories as required for a complete and operable system for the unit to be replaced.

The bid proposal shall include, but not necessarily be limited to:

- Recover refrigerant from existing system and dispose of material as per EPA guidelines.
- Demo and remove existing Carrier Heat Pump RTU using crane.
- Furnish and install Heat Pump RTU of equal or greater specifications as existing unit being replaced, including, but not necessarily limited to, heating kits specifications, power connection type, louvered hail guards, economizers specifications, 460V-3Phase-60Hz, cooling stages, communicating control compatible with existing thermostat, and nominal capacity (4-ton unit).
- Removal and replacement of the existing electrical disconnect attached to the body of the unit with a new electrical disconnect with like electrical specifications and ratings as the Unit #14 30 Amp Square D disconnects being replaced.

- Reconnect electric to new RTU.
- Connect new unit to existing thermostat. Provide new control wire as required.
- Perform start-up of new equipment.

The new unit shall properly fit the existing curb system as per manufacturer's recommendations, or a new curb system and/or manufacturer recommended curb adapter, as well as any associated roof modification scope, shall be included to install the new unit per manufacturer's recommendations.

The new unit shall properly attach to the existing duct work, or the appropriate duct modifications shall be included to meet the unit manufacturer's recommendations. The installation of the new unit or any duct modifications completed shall not restrict the current air flow or existing duct systems functions.
Manufacturers:

A. Basis of Design: Carrier
B. Acceptable Manufacturers:
    1) Aaon
    2) American Standard
    3) Carrier
    4) Lennox
    5) Trane

<u>ALTERNATE 2:</u>
The scope of this bid is to provide all materials, labor, and equipment required to remove the existing RTU #15, Carrier 50HJQ006---601, being replaced and equipment required to install a new 5-Ton RTU. The unit is on the roof of the existing one-story building. Provide all associated accessories as required for a complete and operable system for the unit to be replaced.

The bid proposal shall include, but not necessarily be limited to:

- Recover refrigerant from existing system and dispose of material as per EPA guidelines.
- Demo and remove existing Carrier Heat Pump RTU using crane.
- Furnish and install Heat Pump RTU of equal or greater specifications as existing unit being replaced, including, but not necessarily limited to, heating kits specifications, power connection type, louvered hail guards, economizers specifications, 460V-3Phase-60Hz, cooling stages, communicating control compatible with existing thermostat, and nominal capacity (5-ton unit).
- Removal and replacement of the existing electrical disconnect attached to the body of the unit with a new electrical disconnect with like electrical specifications and ratings as the Unit #15 30 Amp Square D disconnects being replaced.
- Reconnect electric to new RTU.
- Connect new unit to existing thermostat. Provide new control wire as required.
- Perform start-up of new equipment.

The new unit shall properly fit the existing curb system as per manufacturer's recommendations, or a new curb system and/or manufacturer recommended curb adapter, as well as any associated roof modification scope, shall be included to install the new unit per manufacturer's recommendations.

The new unit shall properly attach to the existing duct work, or the appropriate duct modifications shall be included to meet the unit manufacturer's recommendations. The installation of the new unit or any duct modifications completed shall not restrict the current air flow or existing duct systems functions.
Manufacturers:

A. Basis of Design: Carrier
B. Acceptable Manufacturers:

1) Aaon
2) American Standard
3) Carrier
4) Lennox
5) Trane

All Base Bid, Alternate #1, and Alternate #2 work shall comply with all applicable Federal, State, and local codes. The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract.

See attached location map, scope narrative, existing pictures, and RTU location roof plan associated with the scope of this project.

PREPARATION OF BIDS

All bids must be submitted on the bid form contained herein. Bids shall be delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

Bid submissions should detail all materials included as part of bid.

METHOD OF BID EVALUATION

The IECC Board of Trustees reserves the right to reject all bids or parts of bids, and to waive informalities therein. Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

INSURANCE

The successful bidder will be required to furnish a certificate of insurance, naming Illinois Eastern Community Colleges as an additional insured as primary and non-contributory to any other insurance available, in the following amounts:

1. Workers' Compensation	Statutory Limits, with Waiver of Subrogation
2. Employer's Liability	$1,000,000
3. Comprehensive General Liability & Property Damage including: a. Personal Injury Liability b. Blanket Broad Form Contractual Liability c. Independent Contractors d. Products and Completed Operations	$1,000,000, with Waiver of Subrogation
4. Automobile Liability	$1,000,000 combined and single limit
5. Owner's and Contractor's Protective Liability Insurance to protect the Owner and Architect, their agents, consultants, and employees from contingent responsibility and liability arising from work performed under the contract.	$1,000,000

SALES TAX

Retailers Occupational Sales Taxes **are not** applicable for this project.

PREVAILING WAGE

Illinois Eastern Community Colleges is a unit of local government, and as such, any contract for public works is subject to the Illinois Prevailing Wage Act. The Prevailing Wage Act regulates wages of laborers, mechanics, and other workers employed under contract for public work. It is the bidder's responsibility to bid all work pursuant to laws and regulations outlined in the Illinois Prevailing Wage Act.

With each Application for Payment the Contractor shall submit certified payrolls for the period covered by the present Application for Payment to the Owner to demonstrate prevailing wage payrolls for each worker that works on this project.

SHIPPING & HANDLING

All freight and delivery must be included in bid.

SPECIAL PROVISIONS

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Illinois Eastern Community Colleges has an aspirational goal that **20%** of this project's material and/or labor will involve small, minority-owned, veteran-owned, and/or women-owned businesses in the procurement process. Prime contractors that do not meet the eligibility criteria as a Business Enterprise Program are encouraged to utilize sub-contractors who do qualify or to utilize material vendors that qualify. To qualify as a Business Enterprise Program entity, prime or subcontractors must be certified by the Department of Central Management Services of the State of Illinois as BEP vendors prior to contract award. Go to (http://www2.illinois.gov/cms/business/sell2/bep/Pages/default.aspx) for complete requirements for BEP certification.

Bids submitted with small, minority-owned, veteran-owned, and/or women-owned (BEP) business participation; whether as primary contractor, sub-contractor, material vendor, etc.; should indicate the percentage of work associated with the BEP businesses.

BID FORM

Following Board approval, bids will be awarded on September 16, 2026.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO TERRY L. BRUCE WEST RICHLAND CENTER, 320 EAST NORTH AVENUE, NOBLE, ILLINOIS 62868. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

BASE BID MATERIALS (UNITS #5 & #7) $______________________________

BASE BID LABOR $______________________________

TOTAL BASE BID $______________________________
(MATERIALS AND LABOR)

ALTERNATE #1 (UNIT #14 REPLACEMENT SCOPE OF WORK)

ALTERNATE #1 BID MATERIALS $______________________________

ALTERNATE #1 BID LABOR $______________________________

TOTAL ALTERNATE #1 BID $______________________________
(MATERIALS AND LABOR)

ALTERNATE #2 (UNIT #15 REPLACEMENT SCOPE OF WORK)

ALTERNATE #2 BID MATERIALS $______________________________

ALTERNATE #2 BID LABOR $______________________________

TOTAL ALTERNATE #2 BID $______________________________
(MATERIALS AND LABOR)

ESTIMATED TIME TO COMPLETE IN DAYS______________________________

ESTIMATED START DATE IF AWARDED ON OR ABOUT SEPTEMBER 16, 2026__________

ACKNOWLEDGEMENT OF ADDENDUM RECEIVED______________________________
(IF APPLICABLE)

SIGNATURE______________________________
PRINT NAME______________________________
COMPANY______________________________
ADDRESS______________________________
TELEPHONE______________________________
FAX______________________________
DATE______________________________

Any Certified Vendor (Primary Contractor, Sub-Contractors, or Procurement/Material Vendors) in accordance with the Business Enterprise Program (BEP) for Minorities, Females, and Persons with Disabilities Act:
☐ Yes ☐ No If yes, you must attach a copy of the current letter of certification.

Percentage of overall work (material and/or labor) being provided by BEP Certified Vendor(s) %__________

ILLINOIS EASTERN
COMMUNITY COLLEGES

233 East Chestnut Street Olney, Illinois 62450 618-393-2982 FAX 618-392-4816

ADDENDUM #1

DATE: August 21, 2026

RE: Bidding – Terry L. Bruce West Richland Center HVAC Units Replacement

A. This Addendum shall be considered part of the bid documents for the above-mentioned project, issued to bid August 4, 2026, as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Amendment shall govern and take precedence.

B. Bidders are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

C. Except as described below, the original bid document remains unchanged. The bid documents are modified and/or clarified, as follows:

   ITEM #1 – Pre-Bid Meeting Minutes The August 18, 2026, Pre-Bid Meeting Minutes are included as part of this addendum. See attached.

End of ADDENDUM #1

Thank you,
Nicholas Knapp
Construction Project Manager
Illinois Eastern Community Colleges

Attachments: August 18, 2026, Terry L. Bruce West Richland Center HVAC Units Replacement Pre-Bid Meeting Minutes

ILLINOIS EASTERN
COMMUNITY COLLEGES

233 East Chestnut Street Olney, Illinois 62450 618-393-2982 FAX 618-392-4816

PRE-BID MEETING MINUTES

DATE: August 18, 2026
RE: Bidding – Terry L. Bruce West Richland Center HVAC Units Replacement

Attendees:

Dan Thomas	Dan's Electric Shop 618-723-2515
Dan Orsburn	Entec Services 217-836-7000
David Read	Read's Inc. 618-393-4102
Arron Brown	Terry L. Bruce West Richland Center (TLB WRC) 618-204-9073
Nicholas Knapp	Illinois Eastern Community Colleges 618-393-2982

The following information represents the authors understanding of the items discussed during the above referenced meeting. Should your understanding differ, please contact the author immediately at bids@iecc.edu, otherwise these minutes will be assumed correct.

1. The meeting began with introductions and a meeting sign-in sheet being distributed to the attendees.
2. It was indicated that bids are due by Tuesday, September 1, 2026, by 2:00 p.m. at Illinois Eastern Community Colleges District #529, 233 East Chestnut Street, Olney, IL 62450 as indicated in the Invitation to Bid.
3. It was indicated that electronic (fax, email, etc.) bid submissions are not acceptable.
4. Bids shall be submitted to the attention of Dr. Timothy Taylor.
5. The bid form shall be filled out completely.
6. Concerning the bid form "estimated time to complete" that bidders shall submit the time as calendar days, not business/workdays.
7. Base bids must be in accordance with bidding documents. Any substitutions desired to be included in proposal must be submitted in writing no later than 2:00 p.m. Wednesday, August 26, 2026. With each substitution request, provide adequate product information of product and how it compares to specified product for IECC's use to determine acceptability of proposed products. Requests without sufficient information will be rejected without review. Approved substitutions will be identified by addenda. Exceptions to bid documents not previously approved as substitution may be allowed ONLY as voluntary alternates and shall not be included in proposal cost submitted. If voluntary alternates are submitted, they shall be included as attachment to the "BID FORM".
8. Illinois Eastern Community Colleges District #529 is tax exempt. Additional information will be distributed to awarded contractor.
9. Bid proposal labor shall be based on Richland County prevailing wages per the Illinois Prevailing Wage Act.
10. The bid form indicates that all bids are valid for 30 days.
11. A schedule will be required promptly after award of project.
12. Schedule of values will be required promptly after award of project.
13. Site access, project area, general materials/equipment/waste were discussed. It was discussed that there is an acceptable crane location on the north, east, and south sides of the building. If a dumpster is needed, dumpster shall be included in contractor's scope. Final location of dumpster will be coordinated with awarded contractor. The work site shall be kept clean and free of debris at all times.

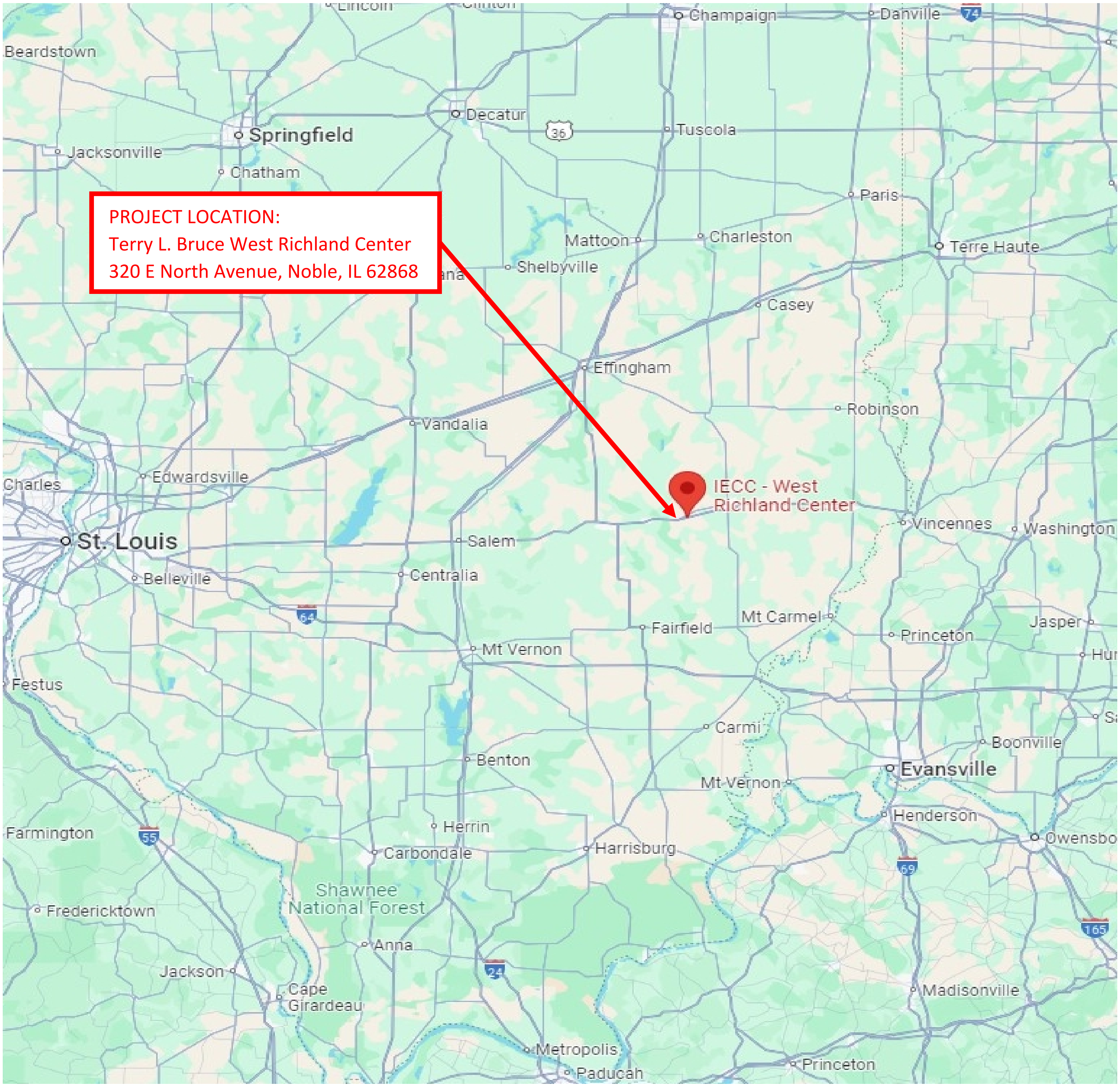
14. It was indicated that request for information (RFI) shall be written and in a consistent form that is able to be tracked numerically from one to the next. The RFI shall be sent to IECC from the Prime Contractor.
15. It was indicated that any proposal request and/or change orders shall also be submitted in a consistent form that is able to be tracked numerically from one to the next. The proposal request and/or change orders shall be sent to IECC from the Prime Contractor.
16. Lien waiver(s) and certified payroll shall be submitted with invoices/application and certificate for payment.
17. All work shall comply with all applicable codes. Contractor is responsible for permits required and having required licenses to perform work. Contact Village of Noble for local license and permit requirements.
18. It was indicated that any subsequent questions to this meeting shall be submitted in writing to Nicholas Knapp no later than 2:00 p.m. Wednesday, August 26, 2026, at bids@iecc.edu as indicated in the Invitation to Bid.
19. A project area walk through was performed.
20. In response to conversation during the walk through, it was indicated that IECC intends on coordinating with the awarded contractor to schedule crane setup and units install, to the extent possible, to account for weather and surrounding ground conditions rather than the contractors including material and labor associated with crane ground mats in their bid proposal.
21. It was indicated that if contractors want to schedule a review of the project area prior to bidding, they should contact Arron Brown, TLB WRC O&M, (618) 204-9073. Contractors shall contact Arron to schedule a date and time prior to coming onsite.

End of Pre-Bid Meeting Minutes

Thank you,
Nicholas Knapp
Construction Project Manager
Illinois Eastern Community Colleges

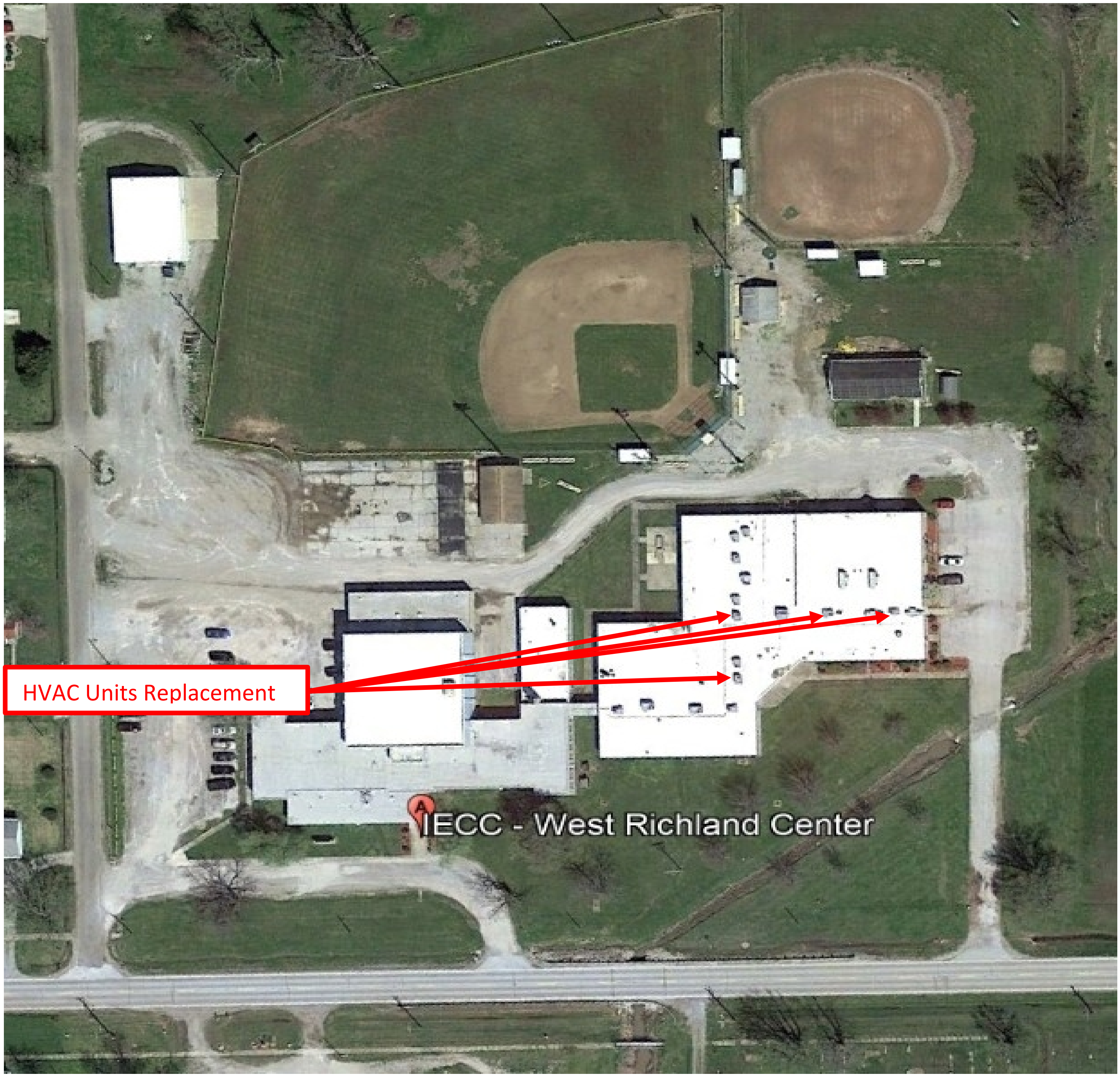
Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Project Location Map



Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Campus Project Location



Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Scope Narrative

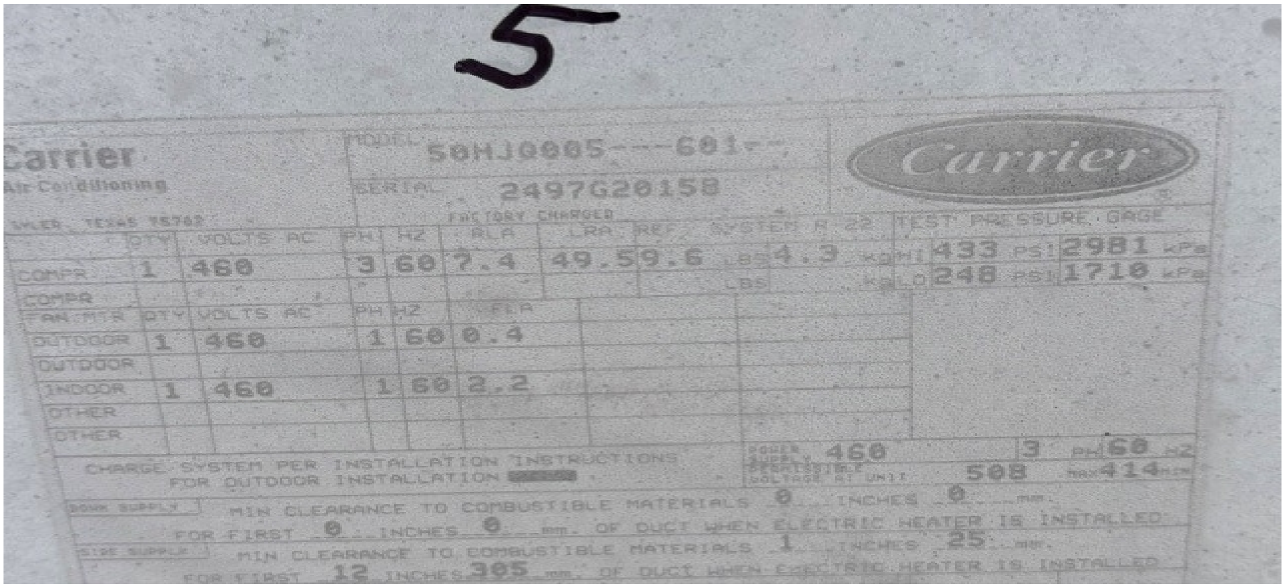
1. **Demolition Work:** Contractor shall remove existing HVAC unit systems, noted within the scope of work description in this invitation to bid, in their entirety.
2. **Execution of Work:** The contractor shall coordinate the performance of all work 10 working days in advance. The contractor shall be responsible for protection of adjacent surfaces and areas not to receive work. The contractor will be responsible for providing and furnishing all equipment needed to perform the work of the project.
3. **Disposal of Materials:** The contractor shall be responsible for disposal of all materials and removal from the property, including, but not limited to, the existing equipment and refrigerant being removed and replaced as part of this project.
4. **Clean-up:** The contractor shall keep worksite clear of debris and/or material during the work and shall accomplish clean-up of the worksite at the end of each day. Materials removed or demolished shall not be allowed to accumulate on the jobsite.
5. **Standard of Workmanship:** The contractor shall perform all work in accordance with applicable codes and manufacturers' recommendations. Contractor is responsible for any/all permits required. Contact the Village of Noble for local license and permit requirements. Workmanship shall be of the highest grade throughout this project. Any adjacent materials, roofing surface, pavement surface, yard, etc. damage due to the contractor's operations and failure to adequately protect the area or due to project associated leaks or water infiltration caused by work not being protected or completed work not being weathertight, shall be corrected to its original condition by the contractor at no cost to IECC.
6. **Acceptance of Nonconforming Work:** In the event there is nonconforming work and IECC prefers to accept the Work that is not in accordance with the requirements of the Contract Documents, IECC may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be affected whether or not final payment has been made.
7. **Warranty:** Contractor shall provide one (1) year material and labor warranty to guarantee all work required and performed for this project from date of substantial completion agreed to between the owner and contractor. Standard manufacturer warranties; including but not limited to 5-year parts on electric heaters, 5-year parts on compressors, 3-year parts on the controls system, 3-year parts on all condenser and evaporator coils, and 1-year parts on all other parts; shall also be provided. Contractor shall provide warranty letter(s) and project equipment O&M Manuals as part of project close-out.
8. **Safety:** All work shall comply with all applicable Federal, State, and local codes. All work shall be accomplished in strict compliance with OSHA Safety Standards. The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract. The project is located at facility that will remain in operation during the project. Please note that the existing parking lots, drives, and building exits shall remain open throughout the project.
9. **Point of Contact:** Nicholas Knapp, Illinois Eastern Community Colleges, Construction Project Manager.

10. **Measurements:** It shall be the responsibility of the contractor to field-verify conditions, dimensions, and necessary material quantities prior to bid of this project. See pictures and roof plan for additional information.
11. **Basis of Design:** Carrier, as noted within the scope of work description in this invitation to bid.

Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Pictures of Existing Conditions

Base Bid - Unit #5



Electrical Panel Information


5

5

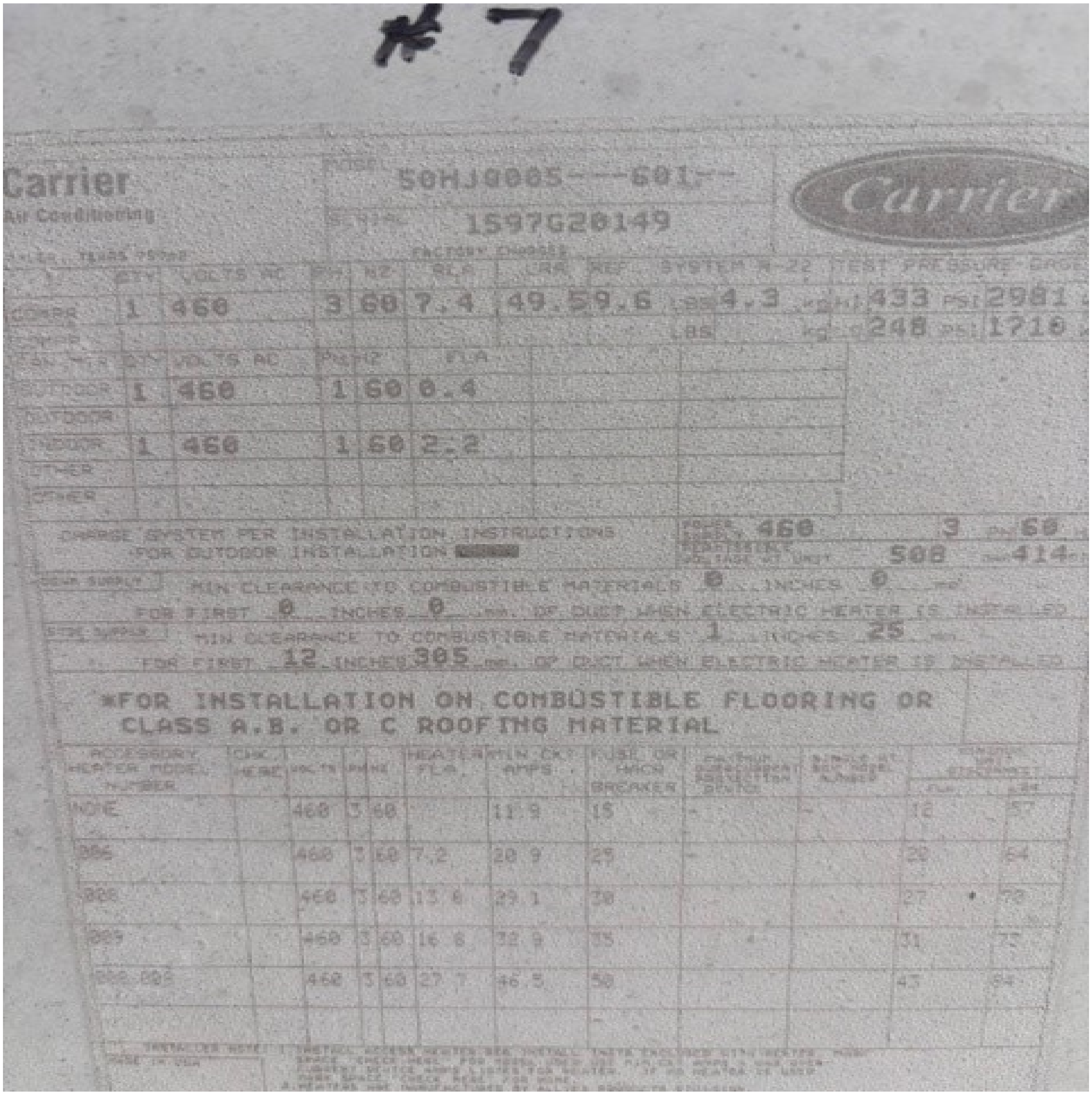

Electrical Disconnect

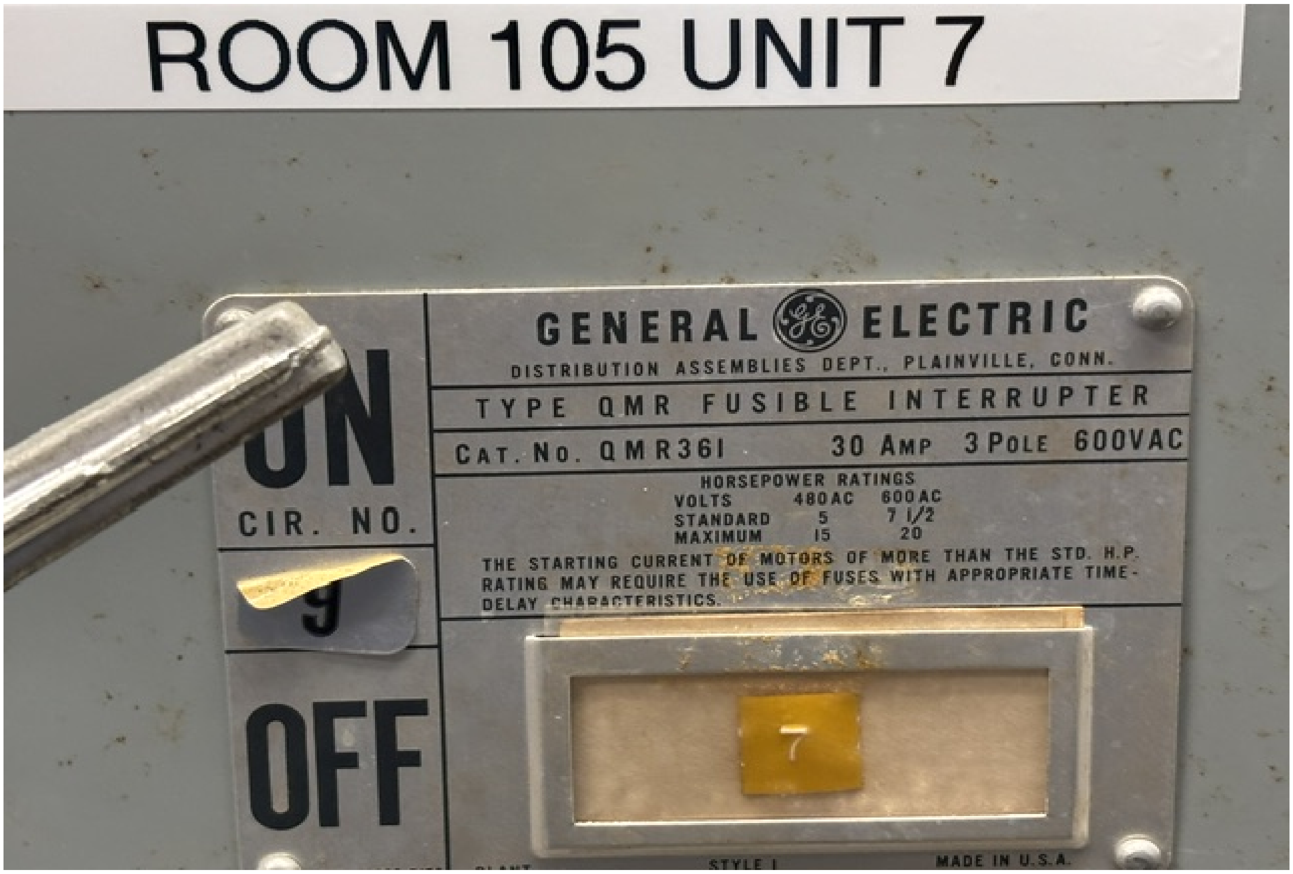
Heat Kit Information

Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Pictures of Existing Conditions

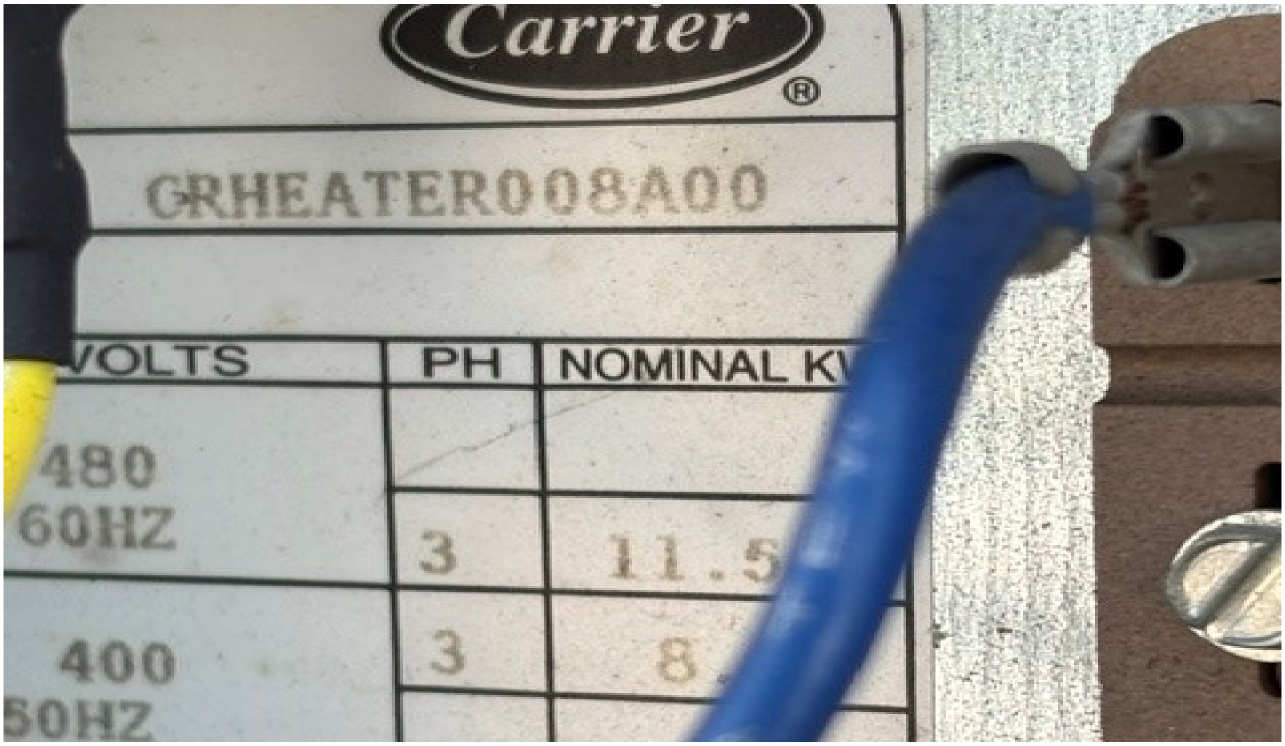
Base Bid - Unit #7





Electrical Panel Information

Electrical Disconnect

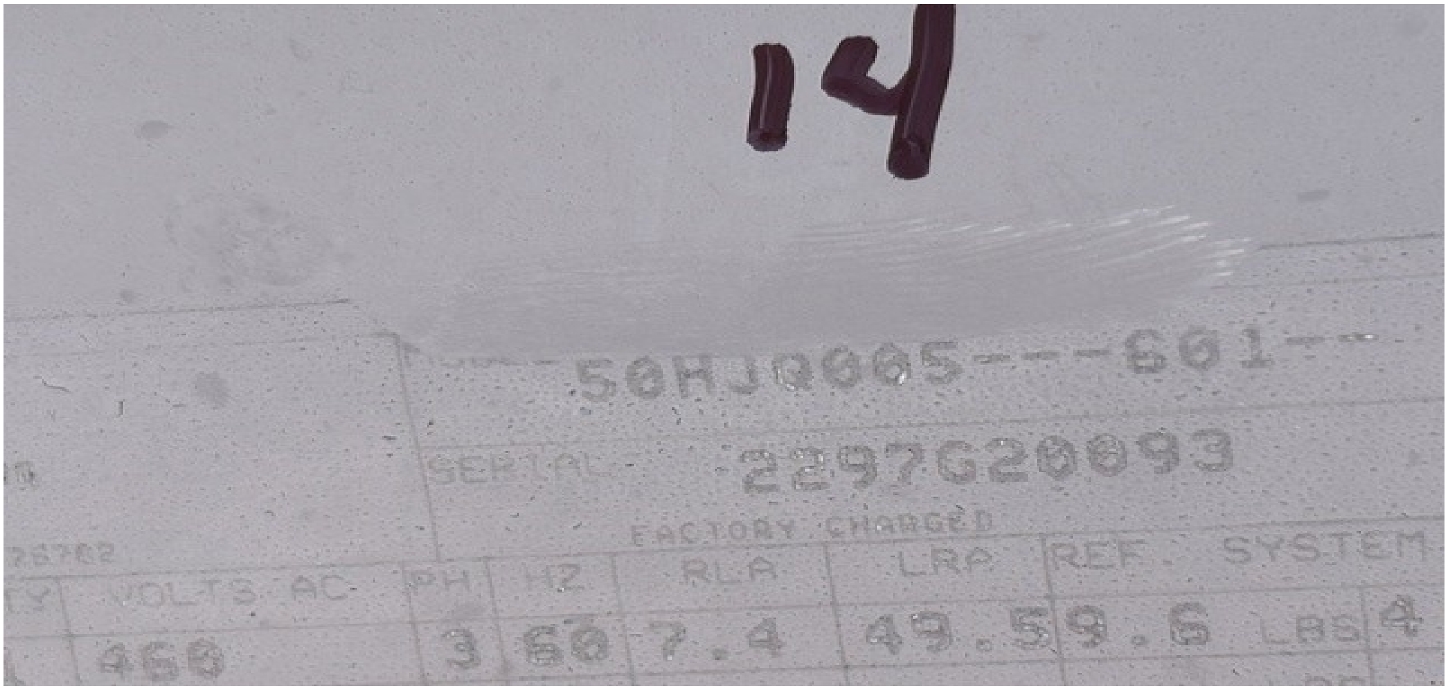


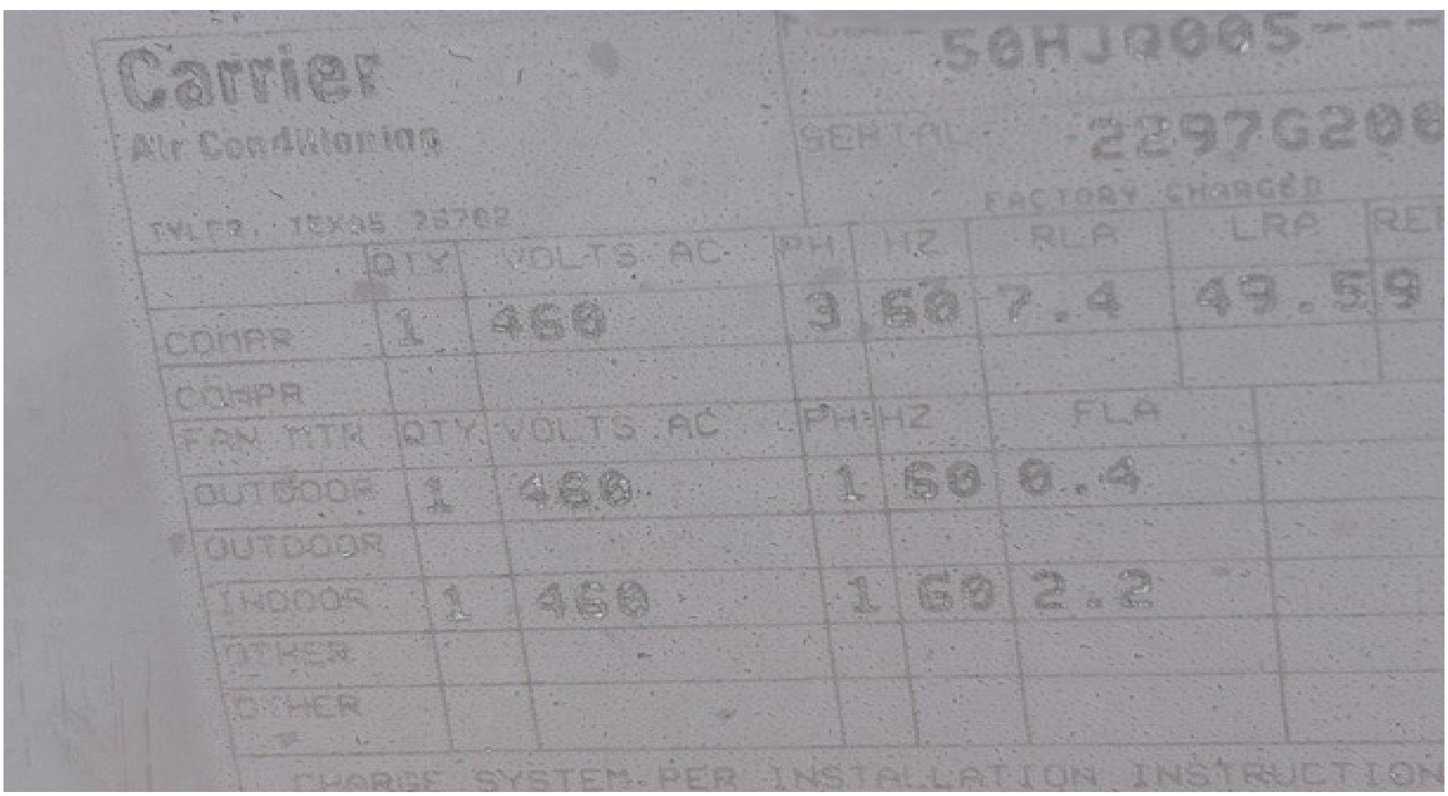
Heat Kit Information

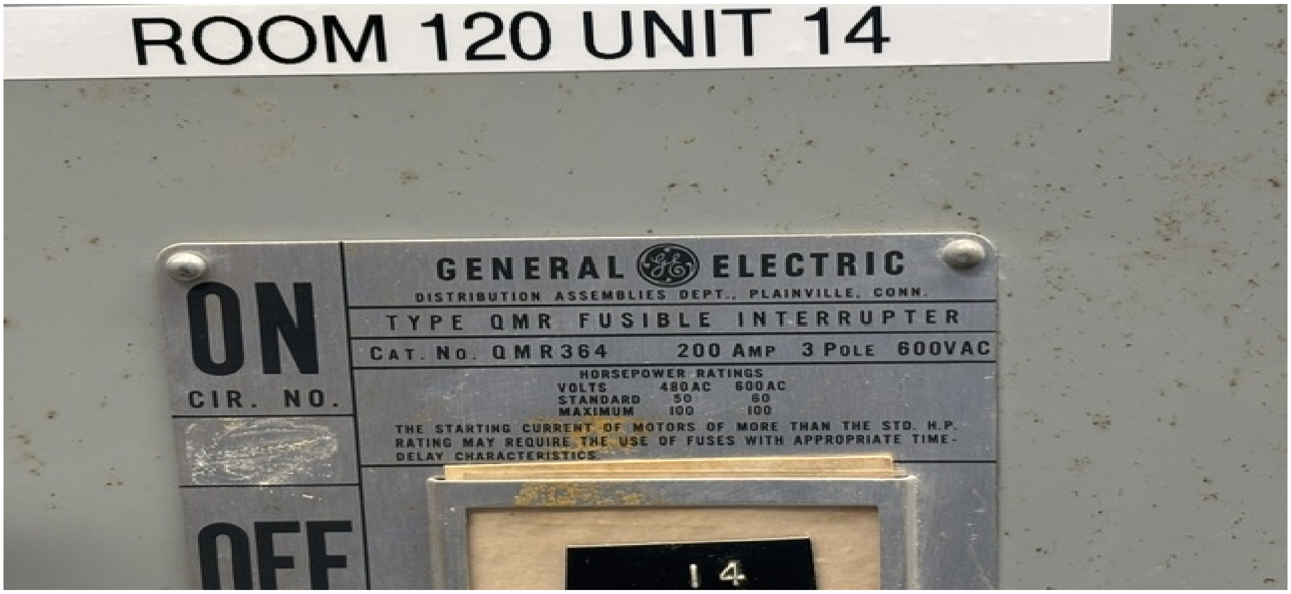
Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Pictures of Existing Conditions

Alternate 1 - Unit #14



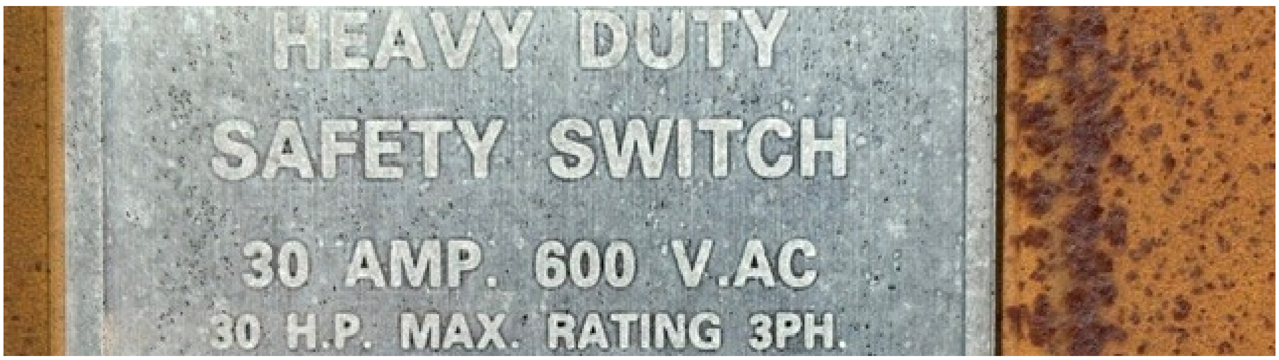




Electrical Panel Information


14

Electrical Disconnect



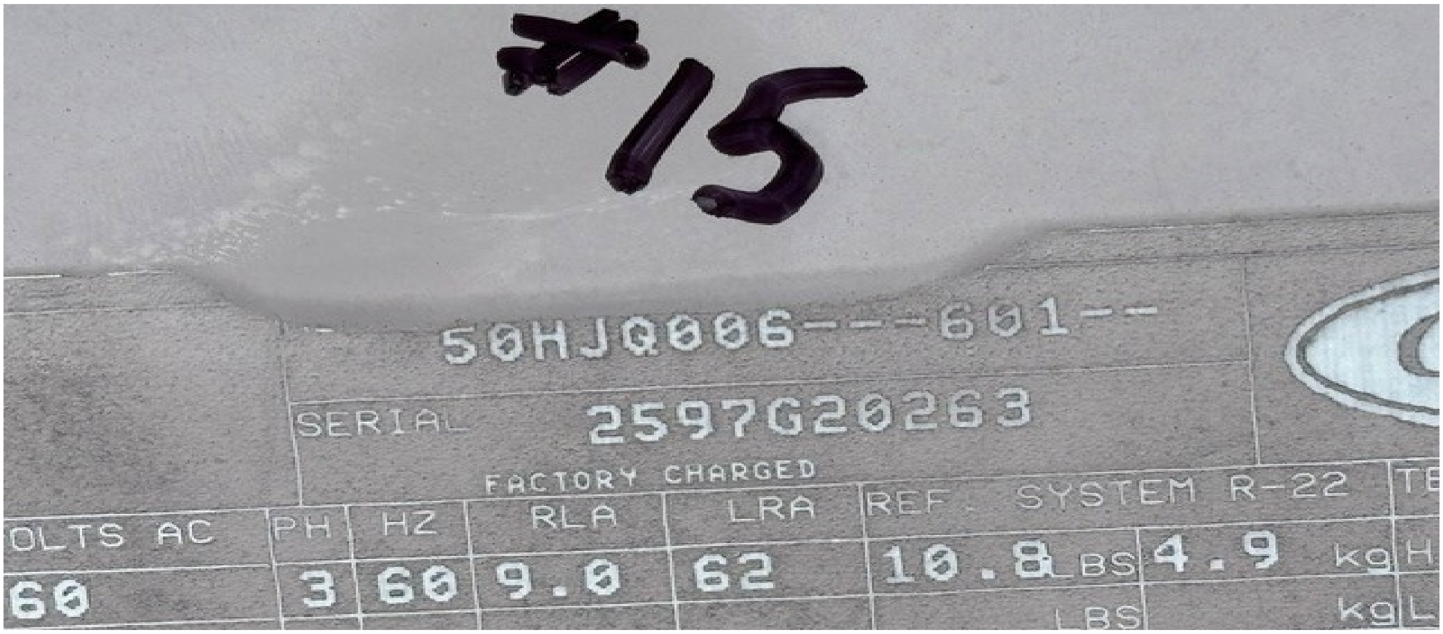
Electrical Disconnect

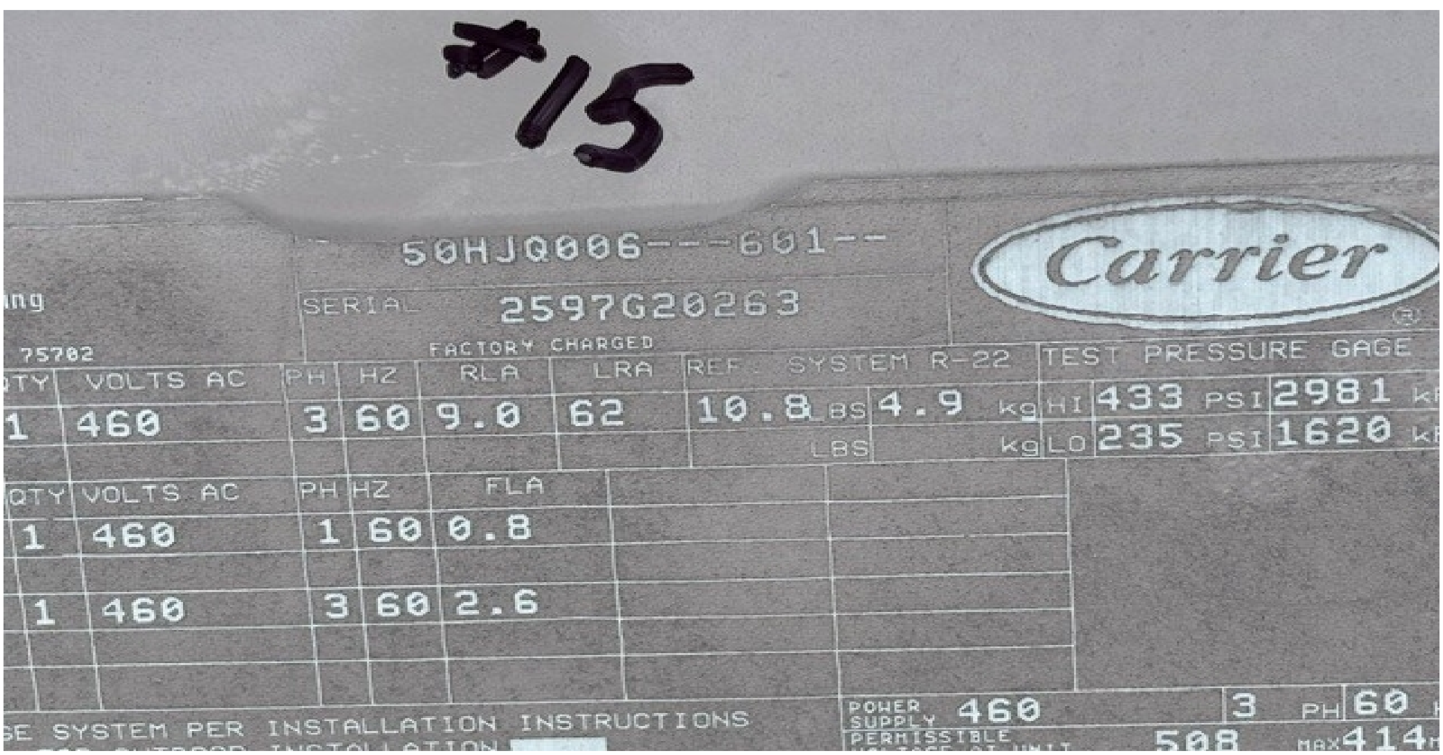
Heat Kit Information

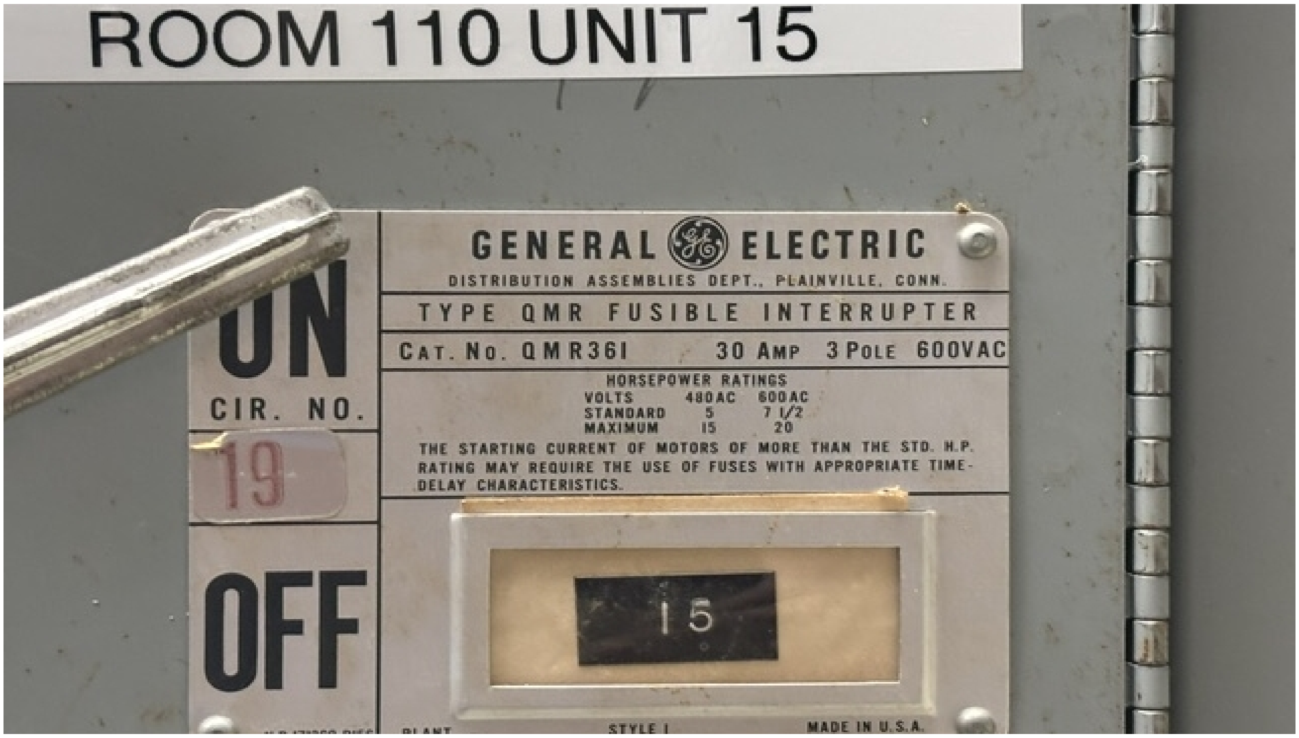
Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

Pictures of Existing Conditions

Alternate 2 - Unit #15







Electrical Panel Information

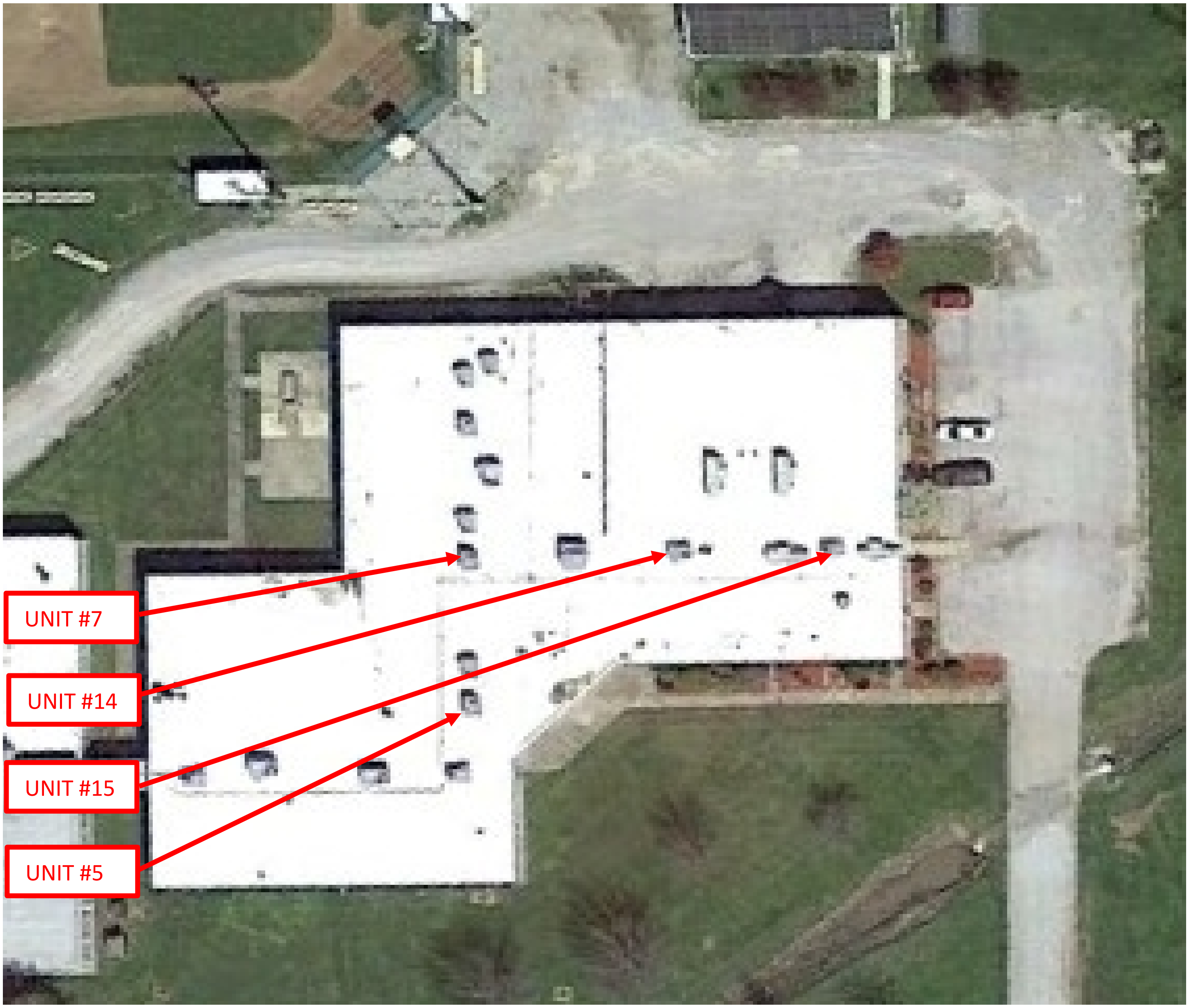

15

Electrical Disconnect

Heat Kit Information

Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement

RTU Location Roof Plan



ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529
TREASURER'S REPORT
August 31, 2026

FUND	BALANCE
Educational	$ 8,094,024.85
Operations & Maintenance	965,885.40
Operations & Maintenance (Restricted)	1,321,128.61
Bond & Interest	559,535.43
Auxiliary	315,304.18
Restricted Purposes	207,224.98
Working Cash	193,323.58
Trust & Agency	839,298.16
Audit	25,677.28
Liability, Protection & Settlement	563,411.95
TOTAL ALL FUNDS	$ 13,084,814.42

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
August 31, 2026

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	$ 8,120,325	$ 965,885	$ 1,321,129	$ 559,535	$ 335,804	$ 207,225
Investments	8,764,312	2,858,459	3,110,159	-	1,995,921	-
Accounts Receivable	2,472,797	227,902	-	-	513,241	-
Other Receivables	1,071,357	1,159	19,385	-	2,209	1,065
Restricted Cash	-	-	4,021,001	-	-	-
Inventory	-	-	-	-	124,448	-
Other Assets	27,826	-	27,691	-	-	509,235
Due From Other Funds	-	-	-	-	-	-
Total Assets	$ 20,456,617	$ 4,053,405	$ 8,499,365	$ 559,535	$ 2,971,623	$ 717,525
LIABILITIES						
Accounts Payable	$ 7,003	$ 6,234	$ 389,845	$ -	$ 162,069	$ 3,400
Accrued Payroll Liabilities	(2,013)	-	-	-	-	-
Other Accrued Liabilities	101,218	-	18,330	-	75,537	(445)
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	106,208	6,234	408,175	-	237,606	2,955
FUND BALANCES						
Non-Spendable	-	-	-	-	124,448	-
Restricted						
Board Designated	11,563,100	1,988,472	-	-	-	-
Other Purposes	-	869,099	7,860,630	559,535	-	-
Encumbered	14,811,775	1,189,600	230,560	-	1,704,205	1,600,505
Unassigned	(6,024,466)	-	-	-	905,364	(885,935)
Total Fund Balances	20,350,409	4,047,171	8,091,190	559,535	2,734,017	714,570
Total Liabilities and Fund Balances	$ 20,456,617	$ 4,053,405	$ 8,499,365	$ 559,535	$ 2,971,623	$ 717,525

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
August 31, 2026

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	$ 193,324	$ 839,298	$ 25,677	$ 563,412	$ 13,131,614
Investments	4,714,925	-	-	-	21,443,776
Accounts Receivable	-	-	-	-	3,213,940
Other Receivables	110,778	21,280	-	-	1,227,233
Restricted Cash	-	-	-	-	4,021,001
Inventory	-	-	-	-	124,448
Other Assets	-	-	-	-	564,752
Due From Other Funds	-	-	-	-	-
Total Assets	$ 5,019,027	$ 860,578	$ 25,677	$ 563,412	$ 43,726,764
LIABILITIES					
Accounts Payable	$ -	$ -	$ -	$ -	$ 568,551
Accrued Payroll Liabilities	-	-	-	-	(2,013)
Other Accrued Liabilities	-	-	-	(13,591)	181,049
Due to Other Funds	-	-	-	-	-
Total Liabilities	-	-	-	(13,591)	747,587
FUND BALANCES					
Non-Spendable	4,815,000	-	-	-	4,939,448
Restricted					
Board Designated	-	-	-	-	13,551,572
Other Purposes	204,027	857,651	25,677	577,003	10,953,622
Encumbered	-	2,927	-	-	19,539,572
Unassigned	-	-	-	-	(6,005,037)
Total Fund Balances	5,019,027	860,578	25,677	577,003	42,979,177
Total Liabilities and Fund Balances	$ 5,019,027	$ 860,578	$ 25,677	$ 563,412	$ 43,726,764

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended August 31, 2026

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	$ 628,887	$ 232,346	$ 28,556	$ 287,472	$ -	$ -
Replacement Taxes	-	50,269	-	-	-	-
ICCB Grants	2,026,068	-	-	-	-	-
Federal Grants	-	-	-	-	-	168,831
Tuition & Fees	5,605,434	424,685	-	-	78,451	-
Charges for Services	6,024	8,423	-	-	231,265	-
Interest	21,241	7,694	8,477	1,702	1,731	170
Other Revenues	4,468	364	83,582	-	6,095	819
Total Revenues	8,292,122	723,781	120,615	289,174	317,542	169,820
EXPENDITURES						
Payroll	1,875,130	192,760	-	-	302,210	185,459
Benefits	323,976	40,601	-	-	34,940	42,596
Contractual Services	246,754	70,354	110,652	-	36,042	70,254
Supplies	206,560	36,979	9,041	-	190,852	5,194
Travel	9,455	-	-	-	2,637	943
Fixed	27,102	-	5,070	-	233,637	28
Utilities	12,615	174,310	-	-	-	-
Capital Outlay	-	-	218,950	-	-	-
Other	66,949	459	-	-	13,780	12,016
Scholarships, Student Grants, & Waivers	1,378,146	-	-	-	44,843	28,171
Total Expenditures	4,146,687	515,463	343,713	-	858,941	344,661
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,145,435	208,318	(223,098)	289,174	(541,399)	(174,841)
TRANSFERS						
Net Transfers	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-
Net Change in Fund Balance	4,145,435	208,318	(223,098)	289,174	(541,399)	(174,841)
Fund Balance - Beginning	16,204,974	3,838,853	8,314,288	270,361	3,275,416	889,411
Fund Balance - Ending	$ 20,350,409	$ 4,047,171	$ 8,091,190	$ 559,535	$ 2,734,017	$ 714,570

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended August 31, 2026

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES					
Property Taxes	$ -	$ -	$ 13,011	$ 164,072	$ 1,354,344
Replacement Taxes	-	-	-	-	50,269
ICCB Grants	-	-	-	-	2,026,068
Federal Grants	-	-	-	-	168,831
Tuition & Fees	-	-	-	-	6,108,570
Charges for Services	-	284	-	-	245,996
Interest	9,183	2,415	98	2,797	55,508
Other Revenues	-	212,597	-	-	307,925
Total Revenues	9,183	215,296	13,109	166,869	10,317,511
EXPENDITURES					
Payroll	-	-	-	-	2,555,559
Benefits	-	-	-	32,503	474,616
Contractual Services	-	-	10,000	-	544,056
Supplies	-	6,437	-	-	455,063
Travel	-	253	-	-	13,288
Fixed	-	-	-	200,042	465,879
Utilities	-	-	-	-	186,925
Capital Outlay	-	-	-	-	218,950
Other	-	(37,502)	-	2,176	57,878
Scholarships, Student Grants, &					-
Waivers	-	144,221	-	-	1,595,381
Total Expenditures	-	113,409	10,000	234,721	6,567,595
Excess (Deficiency) of Revenues Over (Under) Expenditures	9,183	101,887	3,109	(67,852)	3,749,916
TRANSFERS					
Net Transfers	-	-	-	-	-
Total Transfers	-	-	-	-	-
Net Change in Fund Balance	9,183	101,887	3,109	(67,852)	3,749,916
Fund Balance - Beginning	5,009,844	758,691	22,568	644,855	39,229,261
Fund Balance - Ending	$ 5,019,027	$ 860,578	$ 25,677	$ 577,003	$ 42,979,177

ILLINOIS EASTERN COMMUNITY COLLEGES

Comparative Combined Balance Sheets - All Funds

August 31, 2026

Unaudited

	ALL FUNDS	
	Fiscal Year 2027	Fiscal Year 2026
ASSETS:		
CASH	$ 13,131,614	$ 12,617,003
CDB PROJECT TRUST	4,021,002	5,070,240
PREPAID EXPENSES	31,976	284,527
INVESTMENTS	21,443,776	24,053,221
RECEIVABLES	4,280,637	4,573,938
ACCRUED REVENUE	160,535	365,644
INVENTORY	124,448	485,671
OTHER ASSETS	532,776	490,243
FIXED ASSETS (Net of Depr)	33,603,345	35,289,138
TOTAL ASSETS AND OTHER DEBITS:	$ 77,330,109	$ 83,229,625
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	$ (15,604)	$ 327
ACCOUNTS PAYABLE	727,615	1,276,291
DEFERRED REVENUE	35,575	42,102
L-T DEBT GROUP (FUND 9)	12,791,509	14,341,509
OPEB (Prior Year Restated for GASB 75 Implementation)	5,702,886	5,983,109
TOTAL LIABILITIES:	19,241,981	21,643,338
FUND BALANCES:		
FUND BALANCE	23,439,606	22,459,225
INVESTMENT IN PLANT (Net of Depr)	33,603,345	35,289,138
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(18,494,395)	(20,324,618)
RESERVE FOR ENCUMBRANCES	19,539,572	24,162,542
TOTAL EQUITY AND OTHER CREDITS	58,088,128	61,586,287
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	$ 77,330,109	$ 83,229,625

ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2024-2026

		FISCAL YEAR 2025			FISCAL YEAR 2026			FISCAL YEAR 2027			
College	Category	Budget	Spent Thru August	% of Budget	Budget	Spent Thru August	% of Budget	Tentative Budget	Spent Thru August	% of Budget	% of Year
Frontier	Bills		$ 86,896			$ 456,592			$ 240,911		
	Payroll		311,382			1,115,951			872,544		
	Waivers		175,068			137,563			-		
	Totals	$ 4,523,243	573,346	13%	12,358,397	1,710,106	14%	12,945,084	1,113,455	9%	17%
Lincoln Trail	Bills		$ 106,630			$ 115,156			$ 111,471		
	Payroll		365,045			197,460			182,302		
	Waivers		322,914			353,486			-		
	Totals	$ 4,760,106	794,589	17%	3,453,233	666,102	19%	2,294,070	293,773	13%	17%
Olney Central	Bills		$ 437,032			$ 117,856			$ 88,899		
	Payroll		688,254			308,678			161,972		
	Waivers		259,203			204,924			-		
	Totals	$ 7,622,079	1,384,489	18%	3,482,828	631,458	18%	2,411,880	250,871	10%	17%
Wabash Valley	Bills		$ 206,737			$ 138,279			$ 146,417		
	Payroll		434,758			135,322			219,457		
	Waivers		424,678			360,559			-		
	Totals	$ 5,816,006	1,066,173	18%	3,343,335	634,160	19%	2,212,608	365,874	17%	17%
Workforce Educ.	Bills		$ 25,935			$ 15,102			$ 14,544		
	Payroll		103,692			89,433			82,546		
	Waivers		484,459			229,455			-		
	Totals	$ 2,740,542	614,086	22%	2,752,534	333,990	12%	868,705	97,090	11%	17%
District Wide	Bills		$ 797,640			$ 625,729			$ 613,872		
	Payroll		614,618			563,356			549,069		
	Waivers		571,234			442,541			1,378,146		
	Totals	$ 9,389,968	1,983,492	21%	7,916,139	1,631,626	21%	13,184,392	2,541,087	19%	17%
GRAND TOTALS		$ 34,851,944	$ 6,416,175	18%	$ 33,306,466	$ 5,607,442	17%	$ 33,916,739	$ 4,662,150	14%	17%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Revenues & Expenditures Report
For the Period Ended August 31, 2026

Unaudited

REVENUES

	FY 2027		FY 2026		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	$	%
Property Taxes	$ 861,233	9.55%	$ 1,910,850	0.00%	$ (1,049,617)	-54.929%
Replacement Taxes	50,269	0.56%	27,111	0.00%	23,158	85.419%
ICCB Grants	2,026,068	22.47%	1,229,838	17.87%	796,230	64.743%
Tuition & Fees	6,030,119	66.88%	6,496,012	81.10%	(465,893)	-7.172%
Charges for Services	14,448	0.16%	23,428	0.20%	(8,980)	-38.330%
Interest	28,934	0.32%	50,561	0.82%	(21,627)	-42.774%
Other Revenues	4,832	0.05%	13,040	0.02%	(8,208)	-62.945%
	$ 9,015,903	100.00%	$ 9,750,840	100.00%	$ (734,937)	-7.537%

EXPENDITURES

	FY 2027		FY 2026		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	$	%
Salaries	$ 2,067,890	44.35%	$ 2,410,199	21.43%	$ (342,309)	-14.203%
Employee Benefits	364,577	7.82%	354,344	4.56%	10,233	2.888%
Contractual Services	317,108	6.80%	503,815	5.00%	(186,707)	-37.059%
Materials	243,539	5.22%	355,005	5.96%	(111,466)	-31.398%
Travel & Staff Development	9,455	0.20%	13,190	0.14%	(3,735)	-28.317%
Fixed Charges	27,102	0.58%	3,809	0.15%	23,293	611.525%
Utilities	186,925	4.01%	166,497	2.33%	20,428	12.269%
Capital Outlay	-	0.00%	16,211	1.44%	(16,211)	-100.000%
Other	1,445,554	31.01%	1,784,372	58.99%	(338,818)	-18.988%
	$ 4,662,150	100.00%	$ 5,607,442	100.00%	$ (945,292)	-16.858%

Locally Funded, CDB, & PHS Projects
Projects Schedule

	Funding Source	Estimated Budget									
Center for Technology - LTC	CDB	$11,160,000									
Applied Technology Center - OCC	CDB	$3,076,400									
FCC - Athletic Facility	Insurance/Bond Proceeds/Fundraising	$5,651,000									
Emergency Repairs - LTC	Insurance Proceeds	$458,162									
Wattleworth Hall 3rd Floor Remodel - OCC	Bond Proceeds	$1,345,000									
WVC Tennis Courts	District Budget, USTA Grant, WVC Foundation, Private Donations	$807,782									
GRAND TOTAL		$22,498,344	Board Approval	Preliminary Design	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

8/31/2026

Board Memorandum

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Andrea McDowell
RE: Personnel Report
Date: September 15, 2026

Background: The September 2026 Personnel Report includes recommendations and notifications concerning employment of personnel, changes in employment status, non-College employment, annual bonuses, and resignation ratification. Supporting personnel documentation associated with these items has been provided to the Board separately as confidential material.

The Personnel Report presented for consideration includes the following categories:

400.1 Employment of Personnel
400.2 Change in Status
400.3 Non-College Employment Notification
400.4 Annual Bonus for MIT Instructors
400.5 Resignation Ratification

Additional information regarding the individual personnel actions is contained in the attached Personnel Report and related confidential supporting materials.

Recommendation: I recommend that the Board of Trustees approve the September 2026 Personnel Report as presented.

PERSONNEL REPORT

400.1 Employment of Personnel

1. Head Men's Basketball Coach, FCC effective September 21, 2026

2. Manager of Technology Infrastructure, DO effective September 21, 2026

400.2 Change in Status

1. Bookstore Manager, FCC to District Campus Store Manager effective September 21, 2026

400.3 Non-College Employment Notification

Name	Employer
Carrie Brown	Carl Sandburg College, Galesburg, IL

400.4 Annual Bonus for MIT Instructors (attachment)

400.5 Resignation Ratification

1. Juliet Graham, Student Services Specialist, WVC effective August 21, 2026