

**AGENDA
OPEN SESSION
Thursday, October 17, 2013**



MISSION STATEMENT

Black Hawk College provides the environment and resources for individuals to become lifelong learners.

BOARD OF TRUSTEES

You are hereby notified of the regular meeting of the Board of Trustees of Community College District #503 on **Thursday, October 17, 2013.** The meeting will be held at 6 p.m. in the **East Campus Conference Center, Building 1, Room 100, 26230 Black Hawk Road, Galva, Illinois.**

October 10, 2013
Dorothy W. Beck, Secretary

I. CALL TO ORDER

II. ROLL CALL

Dorothy W. Beck _____
Tim A. Black _____
Kylee L. Fox _____
Donna M. Frye _____

John D. McCooley _____
Douglas L. Strand _____
David L. Emerick, Jr. _____
David E. Edge, III _____

III. PLEDGE OF ALLEGIANCE

IV. MINUTES

A. Approval of the Minutes of the Regular Meeting of September 19, 2013.

Moved by: _____ Seconded by: _____

V. EMPLOYEE / PUBLIC COMMENT

A. Core Value Reflection

Fairness: We will endeavor to be consistent and evenhanded in our policies and procedures and dealings with others.

B. Faculty Senates

C. IFT Faculty & Pro Tech Unit

D. UAW Support Staff Unit

E. IFT Adjunct Faculty Unit

F. Student Government Association

G. Others

Wipfli report on the Annual FY13 External Audit

VI. BOARD REPORTS - CONSENT

A. Ratification of Expenditures for Period Ending September 30, 2013. BR#8541

B. Ratification of Expenditures for Preferred Vendors ending September 30, 2013. BR#8542

C. Ratification of Acceptance of Funds for Programs of Study Local Implementation Grant From the Illinois Community College Board FY2014. BR#8543

D. Ratification of Acceptance of Hubbell Waterman Foundation Reskilling Grant Funds FY2014. BR#8544

E. Ratification of Acceptance of the Illinois Department of Commerce and Economic Opportunity State Grant for the Illinois Procurement Technical Assistance Center at Black Hawk College FY2014. BR#8545

F. Ratification of Acceptance of the Illinois Department of Commerce and Economic Opportunity Federal Grant for the Illinois Procurement Technical Assistance Center at Black Hawk College FY2014. BR#8546

G. Acceptance of Illinois Community College Board (ICCB) Grant as Authorized by the Illinois General Assembly. BR#8547

H. Submission of Protection, Health and Safety Projects to the Illinois Community College Board – FY2014. BR#8548

I. Recommendations Concerning Tenure Status of Faculty for Spring 2014. BR#8550

J. Personnel –

a. Personnel - Christine Bachelder (Resignation/Retirement). BR#8551

b. Personnel - William Good (Resignation/Retirement). BR#8552

c. Personnel – Carolyn Barnes (Resignation/Retirement). BR#8553

Moved by: _____ Seconded by: _____

VII. BOARD REPORTS

A. Tentative Adoption of 2013 Tax Levies. BR#8554

B. Acceptance of the District Facilities Master Plan from Demonica Kemper Architects. BR#8555

C. Submission of Amended FY2013 Protection, Health and Safety Projects to the Illinois Community College Board. BR#8556 (remainder of report will be sent when available)

- D. Appointment of Advisory Committee Members for Career Programs 2013-2014 Academic Year. BR#8557
- E. Non-Renewal of Agreement Between Black Hawk College and Eastern Iowa Community College District (EICCD) for Reciprocity of Career Programs. BR#8558
- F. Health Insurance Changes for College Employees and Covered Retirees. BR#8559

Moved by: _____ Seconded by: _____

VIII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS

- A. President
President's Activities, September 1-30, 2013 - Report by Dr. Baynum
- B. Instructional Services
Instructional Services Report by Dr. Bettie Truitt
- C. Student Services
 - a. R U Ok?
 - b. Veterans Center
 - Report by Dr. Dick Vallandingham
- D. Finance
 - a. Financial Operations of the College for Period Ending September 30, 2013.
 - b. Merchant Spend P Card Dashboard – September, 2013
 - c. Merchant Spend P Card Dashboard – Quarter.
 - Reports by Leslie Anderson.
- E. East Campus – Report by Chanda Dowell
- F. Marketing Activities - Report by John Meineke
- G. Administrative Services Report - Police, ITS, Facilities
 - 1. Campus Security
 - a. Report by Shawn Cisna
 - b. 2013 Annual Security and Fire Safety Report
 - 2. Information Technology – Report by Jon Looney
 - 3. Project Management
 - a. BLDD Project Update for September, 2013
 - b. DKA Health Sciences Center Schedule
- H. Human Resources - Positions in Process
– Report by Karen Boyd
- I. Planning and Institutional Effectiveness – Report by Kathy Malcolm
 - a. HLC Federal Compliance Report
 - b. HLC Multi-Campus Branch Report
 - c. HLC Quality Program Summary Report
 - d. HLC Calendar for Quality Site Visit, Oct. 22 - 25
- J. Foundations
Board Liaisons Updates – Reports by Trustee Black and Chair Emerick

IX. MISCELLANEOUS

A. Reports

1. ICCTA Meeting and Convention Schedule
2. Report on ACCT Meeting in Seattle, WA
3. Other

B. Board of Trustee Meeting Self-Assessment

X. CLOSED SESSION

The Board of Trustees may, upon a majority vote of a quorum present, also vote to convene in closed session in accordance with Subsection 2(a) of the Open Meetings Act [5 ILCS 120/2(a)] to discuss:

1. Employment/Appointment Matters [5 ILCS 120/2(C)(1)]
2. Collective Negotiating Matters/Salary Schedules [5 ILCS 120/2(c)(2)]
3. Filling a vacancy on the Board of Trustees [5 ILCS 120/2(c)(3)]
4. Purchase or Lease of Real Property [5 ILCS 120/2(c)(5)]
5. Setting a Price for Sale or Lease of Owned Property [5 ILCS 120/2(c)(6)]
6. Sale or Purchase of Securities, Investments, or Investment Contracts [5 ILCS 120/2(c)(7)]
7. Security / Criminal Matters [5 ILCS 120/2(c)(8)]
8. Pending Litigation [5 ILCS 120/2(c)(11)]
9. Discussion with Auditors [5 ILCS 120/2(c)(28)]
10. Other Matters Identified by the OMA [5 ILCS 120/2(a)]

XI. ADJOURN

Moved by: _____ Seconded by: _____

Dates of Interest

A list of events can also be found on www.bhc.edu

October 15, 2013	QC Scholarship Banquet, Johnny's Italian Steakhouse, Moline
October 16, 2013	United Way Kick Off, Hawk's Nest, 11 – 1 p.m.
October 22, 2013	HLC Quality Visit, EC, 8:30 – 9:30 opening reception
October 23, 2013	HLC Quality Visit, QC, 7:30 – 9, Community Collaborative Partner Breakfast, Location TBD
October 24, 2013	HLC Quality Visit, QC, Trustee Breakfast with Examiners, 8 – 9 a.m., Location TBD
October 25, 2013	Welding Graduation, STB., 4:00 p.m.
October 29, 2013	Retiree Coffee, 8:30-10:30 a.m., Conference Room 1 & 2
October 29, 2013	EC Scholarship Banquet, Lavender Crest Winery, Colona, IL
October 30, 2013	EC Trick or Treat Trail
November 8 – 9, 2013	ICCTA Meeting, Hyatt Regency, Schaumburg, IL
November 9, 2013	BHC 5K Hustle, 8 – 11 a.m.
November 12, 2013	Honoring Veterans at BHC, 10 – 11 p.m. Hawks Nest
November 26, 2013	United Way Thanksgiving Meal, Hawk's Nest, 11-1 p.m.
November 30, 2013	EC Livestock Judging Alumni Banquet, Par-A-Dice Casino, East Peoria
December 4, 2013	Holiday Gathering, Hawks Nest, 1 – 4 p.m.

December 13, 2013	Welding Graduation, STB, 4 p.m.
February 10-13, 2014	ACCT National Legislative Summit, Washington DC

**MINUTES
OPEN SESSION
Thursday, September 19, 2013**



**Note: all informational reports and all Board Reports
cited in these minutes can be found in the September 19, 2013
Board Meeting Packet, available at
<http://www.bhc.edu/about-us/board-of-trustees/agenda-packets>**

BOARD OF TRUSTEES

I. CALL TO ORDER

Chair David Emerick called the meeting to order on Thursday, September 19, 2013 at 6 p.m., in the Black Hawk Board Room, 6600 34th Ave, Moline, IL.

II. ROLL CALL

Present: Dorothy W. Beck, Tim A. Black, Kylee L. Fox, Donna M. Frye, John D. McCoolley, Douglas L. Strand, Student Trustee David Edge, David L. Emerick, Jr.
Absent: None

Also Present: President Thomas Baynum; Executive Assistant to the President Karen Mowers; Vice Presidents Dick Vallandingham, Chanda Dowell, Leslie Anderson and Bettie Truitt; Senate Presidents Traci Davis and Jon Hartman; Employee Unit Representatives Barbara Greim, Joan Eastland and Betsey Hall; QC Student Government President Rachel Pitchford; others from the employee community and from the public.

III. PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

IV. MINUTES

Approval of the Minutes of the Regular Meeting of August 15, 2013.

Trustee Beck moved to approve the minutes, Trustee Fox seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCoolley, Strand and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None, Motion

V. EMPLOYEE/PUBLIC COMMENT

A. Core Value Reflection

The Core Value Reflection was *Caring and Compassion – In our interactions with each other, we will strive to be kind, considerate, and empathetic as we work toward our collective and separate goals.*

Dr. Vallandingham cited a recent incident of a student in a safety crisis whose situation was safely and successfully resolved through the cooperation and generosity of many different individuals and departments.

B. Faculty Senates

EC Faculty Senate – Dr. Hartman introduced the other officers of the EC Faculty Senate and then he gave some dates of upcoming activities on EC. He congratulated Dan Hogue for his recent honor that he received. He also said that EC is documenting their success efforts and preparing for the HLC visit in October.

QC Faculty Senate – Dr. Traci Davis introduced Dr. Todd Linscott who is Vice-President of the Senate. She brought forth four items of concern in the Senate: 1) some bookstore concerns that are being addressed, 2) support for adjunct instructors, 3) initiatives to engage students living in the Villas to connect them more closely with the College community, and 4) the elimination of the Payroll Supervisor position, currently held by Scott Sisul. Dr. Davis read a resolution from the QC Faculty Senate supporting a request by Mr. Sisul that this restructuring be reconsidered.

C. IFT Faculty and Pro-Tech Unit

Professor Joan Eastlund reported that this unit which represents 193 fulltime employees had voted to object to the reorganization noted above that had resulted in the lay-off of Scott Sisul. Prof. Eastlund noted the widespread concern caused by this administrative decision.

D. UAW Support Staff Unit

UAW Chairperson Betsy Hall noted concern among the UAW Support Staff over the reorganization decision.

E. IFT Adjunct Faculty Unit

Dr. Barb Greim, President of the Adjunct Unit, also commented on the elimination of the Payroll Supervisor position. She indicated that the decision had caused great anxiety among members of her unit toward the Scott Sisul situation.

F. Student Government Association

Rachel Pitchford, SGA President, reported that there are now 18 active students in the Association and that several more had indicated interest. She introduced Kodie Tomaszewicz who presented information about the Inter Club Council, a group of leaders from all student clubs, and noted several enthusiastically received student activities.

G. Others

Gloria Nelson (former UAW chair), Lu Bealer (IFT Faculty-Pro-Tech Unit Vice President), Evelyn Phillips (Trustee Emerita), Ben Payne (student reporter), Susan McPeters (employee) and Bob Foster (member of the public) also addressed the Board to protest the reorganization decision and to show support for Mr. Sisul.

Several Trustees addressed the comments that were presented. Trustee Emerick called for any more public comment and then closed that section of the agenda by thanking everyone who attended and for the role they have in the decision. He read board policy 4.30 [Role of the President] which puts the authority for running Black Hawk College in the hands of the President. He concurred with other speakers that the board does take its responsibilities seriously.

VI. BOARD REPORTS - CONSENT

- A. Ratification of Expenditures for Period Ending August 31, 2013. BR#8534
- B. Ratification of Expenditures for Preferred Vendors ending August 31, 2013. BR#8535
- C. Personnel –Recommendations Concerning Tenure Status of Faculty for Spring 2014 – Dr. Peter Chege – Dismissal. BR#8538

Trustee Frye moved to approve Board Reports #8534, 8535, and 8538, Trustee Beck seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCooley, Strand and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None, Motion

VII. BOARD REPORTS

- A. Amended Ratification of Administrative Software Maintenance Purchase for FY2014. BR#8536

Trustee Frye asked why this purchase had been moved to a different fund. Dr. Baynum explained that it had ended up in the wrong column in the last report, as the money for this purchase is coming from technology fees.

Trustee Frye moved to approve Board Report #8536, Trustee Black seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCooley, Strand and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None, Motion

- B. Award of Contract for the Renewal of Microsoft Campus Agreement Licenses for FY2014. BR#8537

Dr. Baynum responded to trustee questions and noted that Board approval was needed because the cost of the license exceeds the limit that can be approved on his signature only. The cost is based on a consortium fee.

Trustee Frye moved to approve Board Report #8537, Trustee Beck seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCooley, Strand and Emerick.

ADVISORY VOTE: Student Trustee Edge voted Aye

NAYS: None, Motion

- C. Revision of College Mission Statement (Second Reading). BR#8531

Chair Emerick reminded everyone that this came from the retreat and the first reading. The Board discussed the two versions before them in the Board Report and agreed to vote on this language: Black Hawk College enriches the community by providing the environment and the educational resources for people to become lifelong learners.

Trustee Beck moved to approve Board Report #8531 second statement, Trustee Fox seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCooley, Strand and Emerick.
ADVISORY VOTE: Student Trustee Edge voted Aye
NAYS: None, Motion

D. Disposition of Closed Session Minutes and Audio Tape Report. BR#8539

As elected Secretary to the Board, Trustee Beck reviewed closed session minutes from January 2010 until December 2012. Based on that review, she recommends that several sets of minutes be opened, several others remain closed, and a third set be modified to protect confidential information before opening. All trustees will have the opportunity to review the edits before they are approved. In addition, there is one set of minutes that is incomplete and that were never approved. Trustee Beck will do further research on that set. Action was postponed until after further discussion in Closed Session.

E. Approval to Proceed with Professional Services for the Welding and Skilled Trades Center. BR#8540.

The professional services being sought are to prepare the bid and secure the architect. This Board Report does not include any construction costs. This is for preparing the bid and getting the architect.

Trustee Black moved to approve Board Report #8540, Trustee Beck seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCooley, Strand and Emerick.
ADVISORY VOTE: Student Trustee Edge voted Aye
NAYS: None, Motion

VII. PRESIDENT & ADMINISTRATION INFORMATIONAL REPORTS (All of these written reports are available from the link at the beginning of these minutes.)

A. President

Dr. Baynum highlighted the information from the President's Council last Friday at the ICCTA conference. Areas of discussion were: a) RTW legislation b) benefits for veterans c) articulation about transferring classes d) college readiness, e) MAP funds, f) the new GED program, and g) Affordable Care Plan.

B. Instructional Services

Dr. Truitt addressed why College for Kids is moving to afternoon sessions for next year and noted the importance of the grant from the Department of Transportation.

C. Student Services

Dr. Vallandingham highlighted the new College Central program.

D. Finance

VP Anderson gave a summary of the college finances. Several Trustees expressed that they liked the new dashboard report.

E. East Campus

VP Dowell discussed the bridge project and highlighted several agricultural projects. She then introduced Professor Andrew Larson who brought the Board up to date on plans for the College to host the North American College Teachers of Agriculture (NACTA) annual meeting in 2015. This event is the major such gathering in the country,

typically with over a thousand participants. Most of the sessions will be held in the Illinois Quad Cities.

F. Marketing

John Meineke shared his report and there were no questions.

G. Administrative Services

Dr. Baynum noted a new regular report that tracks the progress of all BLDD projects that are underway or in the planning stages.

H. Human Resources

Trustees discussed some of the position descriptions, the SURS letter limiting return-to-work, specific language in the Coaching Position Memorandum of Understanding, and insurance plan design changes.

I. Planning and Institutional Effectiveness

Kathy Malcom distributed the new Consumer Report Card to the board members. She noted that a small team from the Higher Learning Commission will be visiting the College's campuses in late October and that they would probably want to meet with trustees. Nothing specific had yet been scheduled.

J. Foundations

QC Foundation – The report was given by Trustee Black. He read a list of events that will be held and gave a summary of recent activities. The trustees and the President discussed the Vintage Rods Car Show and the Villas student apartments.

EC Foundation – Trustee Emerick gave a list of upcoming events and a summary of recent activities. There was a short discussion on the Prairie Pointe apartments.

IX. ICCTA MEETING AND PRESIDENTS' COUNCIL, Sept 13-14

Trustee Beck summarized the Friday morning "Roundtable Discussion" which focused on "trustee frustration" as well as the afternoon seminar on how to be a good trustee. She noted that the Education and Leadership Committee has planned a legislative update session for its November meeting and is looking at an interactive workshop for its March meeting. The City Colleges of Chicago have rejoined the ICCTA at a reduced rate and has apparently been forgiven its back dues. Chicago will host the national trustee conference (Association of Community College Trustees) in October 2014. Trustee Black noted that there are annual ICCTA awards coming up and urged the College to nominate as many individuals for these awards as it can. He also noted a community college film competition, with winners being shown in local theaters at the same time that the national association is meeting in Chicago.

Trustee Strand moved to go into Closed Session in accordance with Subsection 2(a) of the Open Meetings Act [5 ILCS 120/2(a)] to discuss: Employment/Appointment Matters [5 ILCS 120/2(C)(1)] and Pending Litigation [5 ILCS 120/2 (c)(11)]; and seconded by Trustee Beck.

AYES: Trustees Beck, Black, Fox, Frye, McCoolley, Strand and Emerick.
ADVISORY VOTE: Student Trustee Edge voted Aye
NAYS: None, Motion

There was a short recess to prepare for closed session.

Board started Closed Session at 8:45 p.m.

Open Session resumed at 9:53 p.m.

- A. Disposition of Closed Session Minutes and Audio Tape Report. BR#8539
Trustee Black moved to approve Board Report #8539 with the following changes: Open all minutes listed in the top section except March 10, 2011 and keep all others closed at this time, Trustee Fox seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCoolley, Strand and Emerick.
ADVISORY VOTE: Student Trustee Edge voted Aye
NAYS: None, Motion

- B. Student Trustee Edge was asked for a report from the students. He reported on the SGA at EC. The SGA has officers now and he will encourage them to come to the next board meeting on the East Campus.

Trustee Strand moved to adjourn the meeting, Trustee Black seconded.

AYES: Trustees Beck, Black, Fox, Frye, McCoolley, Strand and Emerick.
ADVISORY VOTE: Student Trustee Edge voted Aye
NAYS: None, Motion

Board adjourned at 10:15 p.m.

David L. Emerick, Jr., Chair
Board of Trustees

Dorothy W. Beck, Secretary
Board of Trustees

**RATIFICATION OF EXPENDITURES
FOR THE PERIOD ENDING
SEPTEMBER 30, 2013**

REPORT:

Listed below is a summary of Accounts Payable activity that has been processed for payment. The listing dated September 30 represents bills totaling \$5,071,587.74. Obligations on these bills have been incurred in accordance with Board Policy and where required, bids were obtained.

Ratification of payroll expenditures for the month of September is also requested.

	September 1-30 for Ratification (Accts. Payable)	September 1-30 for Ratification (Payroll)
Education, Operations & Maintenance, and Auxiliary Funds	\$3,530,380.39	\$ 1,842,766.76
Restricted Purposes	448,220.38	221,023.67
Restricted Operations & Maintenance	1,092,986.97	0.00
Bond & Interest	0.00	0.00
	<u>\$5,071,587.74</u>	<u>\$2,063,790.43</u>

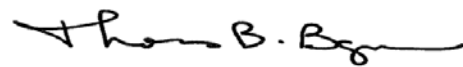
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies bills totaling \$5,071,587.74 and payroll expenditures of \$2,063,790.43 for the month of September 2013.

Reviewed and Submitted by:



Leslie T. Anderson
Vice President for Finance



Thomas B. Baynum
President

Black Hawk College
Selected checks written greater than or equal to \$5,000
From 9/1/2013 to 9/30/2013

EDUCATION, OPERATIONS & MAINTENANCE, AND AUXILIARY FUNDS

CHECK NUMBER	DATE	VENDOR	AMOUNT	DESCRIPTION
!0003669	9/6/2013	Mid American Energy	32,178.66	Utilities
!0003691	9/13/2013	élan	26,944.48	Various PCARD purchases
!0003694	9/13/2013	Mid American Energy	6,060.46	Utilities
!0003696	9/13/2013	Cengage Learning	32,088.00	Bookstore inventory - books
!0003697	9/13/2013	élan	13,811.52	Various PCARD purchases
!0003698	9/13/2013	Illinois Department of Revenue	94,538.00	Retailers occupancy tax
!0003715	9/20/2013	Cengage Learning	17,160.00	Bookstore inventory - books
!0003738	9/27/2013	Ellucian Support, Inc.	13,200.00	System license charges
!0003741	9/27/2013	Mid American Energy	16,566.75	Utilities
A0000176	9/6/2013	McGraw Hill Book Company	9,866.99	Bookstore inventory - books
A0000205	9/13/2013	Elsevier Health Science Company	6,078.20	Bookstore inventory - books
A0000206	9/13/2013	EMC/Paradigm Publishing	7,883.98	Bookstore inventory - books
A0000217	9/13/2013	Laerdal Medical Corporation	9,018.69	Health science software licenses
A0000218	9/13/2013	McGraw Hill Book Company	52,405.02	Bookstore inventory - books
A0000219	9/13/2013	McGraw Hill Book Company	20,465.00	Bookstore inventory - books
A0000221	9/13/2013	Missouri Book Service	5,396.26	Bookstore inventory - books
A0000223	9/13/2013	Nebraska Book Company	10,937.17	Bookstore inventory - books
A0000224	9/13/2013	Pearson Education	73,486.77	Bookstore inventory - books
A0000238	9/20/2013	D & H Distributing Company	13,813.54	Bookstore inventory - supplies & electronics
A0000250	9/20/2013	Follett Higher Education Group	6,808.36	Bookstore inventory - books
A0000256	9/20/2013	HPI International, Inc.	11,816.80	Bookstore inventory - books
A0000267	9/20/2013	Pearson Education	21,696.80	Bookstore inventory - books
A0000302	9/27/2013	McGraw Hill Book Company	6,045.09	Bookstore inventory - books
A0000309	9/27/2013	Pearson Education	10,653.05	Bookstore inventory - books
A0000316	9/27/2013	W W Norton & Company, Inc.	5,500.00	Bookstore inventory - books
E0000547	9/6/2013	Health Alliance Medical Plans	50,034.04	September health plan services (flow through)
E0000562	9/6/2013	North Central CPOC	18,002.75	Replacement for uncashed check from 2/10/12
E0000704	9/13/2013	Barnes & Noble Bookstores, Inc.	11,874.31	Bookstore inventory - books
E0002373	9/20/2013	American Association of Community Colleges	6,694.00	Annual dues
E0002404	9/20/2013	Henry Russell Bruce, Inc.	10,020.00	Advertising
E0002459	9/20/2013	United States Postal Service	15,000.00	Postage meter deposit
E0002460	9/20/2013	University of Illinois	14,406.41	Ebook subscription
H0000550	9/6/2013	Student Refund	5,356.00	Student Refund
H0003059	9/27/2013	Student Refund	5,299.74	Student Refund
O0000162	9/13/2013	Johnson Contracting	7,441.13	Compressor replacement, valve installation
O0000199	9/27/2013	Kuang L. Sung	12,589.00	IWNC rent - October 2013

RESTRICTED PURPOSES, LPS, AND AUDIT FUNDS

CHECK NUMBER	DATE	VENDOR	AMOUNT	DESCRIPTION
80000042	9/13/2013	Pappas Davidson O'Connor & Fildes, P.C.	14,676.02	July legal services
80000046	9/20/2013	Pappas Davidson O'Connor & Fildes, P.C.	5,868.00	August legal services
80000056	9/27/2013	Tri City Electric	39,108.60	Security camera upgrade
90000001	9/13/2013	WIPFLI LLP	24,700.00	Audit billing for College, EC Foundation, VEBA
!0003672	9/6/2013	AVI Systems	45,169.50	Classroom presentation equipment & installation
!0003677	9/6/2013	Illinois Public Risk Fund	19,206.00	September workers comp and admin fee
!0003703	9/13/2013	élan	9,112.99	Various PCARD purchases
!0003749	9/27/2013	Ellucian Support, Inc.	234,430.00	System license charges

Black Hawk College
Selected checks written greater than or equal to \$5,000
From 9/1/2013 to 9/30/2013

RESTRICTED OPERATIONS & MAINTENANCE

CHECK NUMBER	DATE	VENDOR	AMOUNT	DESCRIPTION
32000573	9/13/2013	D. Joseph Construction Company	260,820.00	2010 Bond Project - EC Science lab remodel
32000577	9/20/2013	Iowa Illinois Office Solutions	48,536.70	2010 Bond Project - EC Science lab remodel
32000579	9/27/2013	Anatomy Warehouse.com	12,311.72	2010 Bond Project - EC Science lab remodel
32000581	9/27/2013	Iowa Illinois Office Solutions	17,432.08	2010 Bond Project - Instructional refresh
32000582	9/27/2013	Perkin Elmer	41,066.73	2010 Bond Project - EC Science lab remodel
33000012	9/27/2013	Demonica Kemper Architects	335,758.11	2012 Bond Project - QC Health Sciences facility, Master plan
!0003676	9/6/2013	Dell Computer Corporation	40,272.00	2010 Bond Project - Desktop refresh
!0003704	9/13/2013	Dell Computer Corporation	10,966.70	2010 Bond Project - Desktop refresh
00003747	9/13/2013	Hillebrand Construction	7,900.00	2010 Bond Project - QC Facilities local refresh
00003748	9/13/2013	Mechanical Service, Inc.	203,681.50	PHS Projects - EC office/classroom HVAC replacement
00003749	9/13/2013	Swanson Construction Company	10,510.20	PHS Projects - QC and EC elevator upgrades
00003751	9/27/2013	Ratliff Bros & Company, Inc.	44,850.00	PHS Projects - EC water main renovation
00003752	9/27/2013	Ruyle Mechanical Services, Inc.	32,041.22	PHS Projects - EC Fire alarm upgrades

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report #8542
October 17, 2013

**RATIFICATION OF EXPENDITURES
FOR PREFERRED VENDORS
SEPTEMBER 2013**

PREFERRED VENDORS:

The Board of Trustees has previously approved the use of preferred vendors for purchases of appropriate services or products for the College. When establishing the use of preferred vendors, the College committed to regularly reporting expenditures made to these companies to the Board for ratification.

Purchases for the month of September 2013 consist of items totaling \$188,829.20. A breakdown of those expenditures follows:

Vendor Name	Contract Term	New Equipment	Licenses & Maintenance Contracts	Contractual Services	Other	Totals
ACCENT SERVICES ANDALUSIA, IL	5/1/12 - 4/30/15	-	-	-	-	\$ -
ADVANCED ENVIRONMENTAL DAVENPORT, IA	5/1/10 - 4/30/14	-	-	2,695.00	-	\$ 2,695.00
ALLSTEEL, INC. MUSCATINE, IA	5/1/11 - 4/30/14	-	-	-	-	\$ -
AVI SYSTEMS MINNEAPOLIS, MN	3/1/11 - 2/28/14	45,169.50	-	-	-	\$ 45,169.50
CDW-GOVERNMENT, INC. VERNON HILLS, IL	9/1/11 - 8/31/14	1,558.36	2,120.00	-	-	\$ 3,678.36
CLEAVELAND INSURANCE ROCK ISLAND, IL	11/10/11 - 6/30/14	-	-	-	-	\$ -
DCS COMPUTERS DAVENPORT, IA	9/1/11 - 8/31/14	-	-	-	-	\$ -
EN POINTE TECHNOLOGIES LOS ANGELES, CA	9/1/11 - 8/31/14	-	-	-	-	\$ -
FIDLAR PRINTING DAVENPORT, IA	8/16/12 - 8/15/14	-	-	-	-	\$ -
HENRICKSEN & CO, INC. ITASCA, IL	5/1/11 - 4/30/14	-	-	-	-	\$ -
HENRY RUSSELL BRUCE DAVENPORT, IA	10/18/12 - 10/17/14	-	-	10,020.00	-	\$ 10,020.00
HON INDUSTRIES MUSCATINE, IA	5/1/11 - 4/30/14	-	-	-	-	\$ -
IA/IL TAYLOR INSULATION, INC. DAVENPORT, IA	5/1/10 - 4/30/14	-	-	-	-	\$ -
IBM PITTSBURGH, PA	9/1/11 - 8/31/14	-	-	-	-	\$ -
IOWA ILLINOIS OFFICE SOLUTIONS DAVENPORT, IA	5/1/11 - 4/30/14	66,747.23	-	-	-	\$ 66,747.23
MAQUOKETA WEB PRINTING MAQUOKETA, IA	8/16/12 - 8/15/14	-	-	-	-	\$ -
ONE-STEP DAVENPORT, IA	8/16/12 - 8/15/14	-	-	-	-	\$ -
PAPPAS DAVIDSON O'CONNOR & FILDES, P.C., ROCK ISLAND, IL	9/18/08 - ONGOING	-	-	20,544.02	-	\$ 20,544.02
PINNEY PRINTING CLINTON, IA	8/16/12 - 8/15/14	-	-	56.99	-	\$ 56.99
PRATT AUDIO & VISUAL CEDAR RAPIDS, IA	3/1/11 - 2/28/14	-	-	-	-	\$ -

Vendor Name	Contract Term	New Equipment	Licenses & Maintenance Contracts	Contractual Services	Other	Totals
PRINTER'S MARK ROCK ISLAND, IL	8/16/12 - 8/15/14	-	-	319.50	-	\$ 319.50
QUAD CITY PRESS MOLINE, IL	8/16/12 - 8/15/14	-	-	-	-	\$ -
SUPREME RADIO COMMUNICATIONS PEORIA HEIGHTS, IL	11/1/12 - 10/31/15	-	-	-	-	\$ -
SENTINEL TECHNOLOGIES DOWNER'S GROVE, IL	9/1/11 - 9/30/14	-	-	-	-	\$ -
TRI CITY ELECTRIC DAVENPORT, IA	9/1/11 - 8/31/14	39,108.60	-	-	-	\$ 39,108.60
TICOMIX LOVES PARK, IL	9/1/11 - 8/31/14	-	-	490.00	-	\$ 490.00
Totals		\$ 152,583.69	\$ 2,120.00	\$ 34,125.51	\$ -	\$ 188,829.20

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies the expenditures for preferred vendors for the month of September 2013 in the amount of \$188,829.20 for purchases made in accordance with previously approved preferred vendor guidelines.

SINGLE & SOLE SOURCE AND CO-OP VENDORS:

Purchases for the month of September 2013 consist of items totaling \$0. A breakdown of those expenditures follows:

Single & Sole Source Vendor Name	Total Purchases
N/A	\$ -
Totals	\$ -


Co-op Vendor Name	Total Purchases
N/A	\$ -
Totals	\$ -

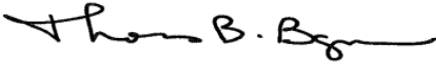
Grand Total	\$ -
--------------------	-------------

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies the expenditures for single & sole source and co-op vendors for the month of September 2013 in the amount of \$0 for purchases made in accordance with published procedures.

REVIEWED & SUBMITTED BY:


 Leslie T. Anderson
 Vice President for Finance


 Thomas B. Baynum
 President

BLACK HAWK COLLEGE

BOARD REPORT

Board Report #8543
September 2013

RATIFICATION OF ACCEPTANCE OF FUNDS
FOR PROGRAMS OF STUDY LOCAL IMPLEMENTATION GRANT
FROM THE ILLINOIS COMMUNITY COLLEGE BOARD
FY2014

REPORT: Black Hawk College has been awarded a total of \$5,000 by the Illinois Community College Board for the implementation of the Pathway to Results process of continuous quality improvement for Programs of Study for Fiscal Year 2014. Programs of Study are a non-duplicative sequence of courses beginning no later than the ninth grade which include academic and career and technical education content leading to a post-secondary credential, degree, or industry-recognized certificate.

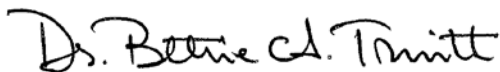
The funding will be used to support activities undertaken to accomplish grant goals aligned with the five step Pathways to Results process:

- Engagement and Commitment
- Outcomes and Equity Assessment
- Process Assessment
- Process Improvement and Evaluation
- Review and Reflection

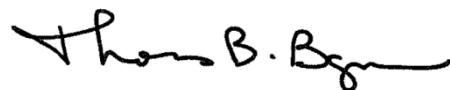
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies acceptance of the Programs of Study Local Implementation Grant from the Illinois Community College Board for FY2014 in the amount of \$5,000.

Reviewed and Prepared by:



Dr. Bettie Truitt
Vice President for Instructional Services



Dr. Thomas B. Baynum
President

Attachment to BR #8543
September 2013

FY2014 Budget Summary

RATIFICATION OF ACCEPTANCE
OF PROGRAMS OF STUDY LOCAL IMPLEMENTATION GRANT
\$5,000

General Administration (may not exceed 5%)	\$250.00
Contractual Services	\$750.00
General Materials/Supplies	\$2,250.00
Meetings/Conferences	\$250.00
Travel Expenses	\$1,500.00

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report #8544
October 17, 2013

**RATIFICATION OF ACCEPTANCE
OF HUBBELL WATERMAN FOUNDATION RESKILLING GRANT FUNDS
FY 2014**

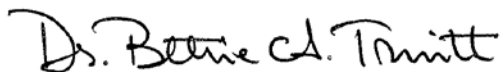
REPORT: The Black Hawk College Adult and Continuing Education Program, in collaboration with United Way of the Quad Cities, has been awarded an additional \$40,000 for the Reskilling Project by the Hubbell Waterman Foundation. This award brings the total of Hubbell Waterman Foundation grants for the Reskilling Project to \$255,000.

Funds provide training opportunities for residents of Rock Island and Scott counties who are either unemployed or underemployed due to changes in the economy. Priority is given to individuals seeking short-term training that does not qualify them for other sources of financial aid. As of August 31, 2013, 178 individuals have been enrolled in classes. Classes with the highest enrollments included: CNA (36), Computer Skills (29), Pharmacy Tech 1 (15), Pharmacy Tech 2 (10), Phlebotomy (22), Welding (51), and Advanced Welding (11).

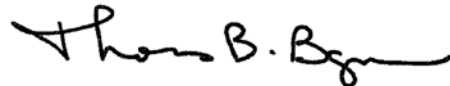
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies acceptance of the additional \$40,000 in Hubbell Waterman Reskilling funds.

Reviewed and Prepared by:



Bettie Truitt
Vice President for Instructional Services



Thomas B. Baynum
President

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report # 8545
October 17, 2013

**RATIFICATION OF ACCEPTANCE OF THE ILLINOIS DEPARTMENT OF COMMERCE AND
ECONOMIC OPPORTUNITY STATE GRANT FOR THE ILLINOIS PROCUREMENT
TECHNICAL ASSISTANCE CENTER AT BLACK HAWK COLLEGE
FY 2014**

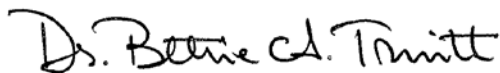
REPORT: The Black Hawk College Illinois Procurement Technical Assistance Center has been awarded \$39,000 by the Illinois Department of Commerce and Economic Opportunity FY 2014. The 75% cash match portion of the grant award is \$29,250. The totals for grant and cash match remain at level funding as in prior years is \$68,250.

The funds are required to be used for operations and management of the Procurement Technical Assistance Center to provide advocacy to businesses in complex legal Federal Acquisition Requirements, DoD requirements, government contracting concepts, certifications, registrations, Federal, State, City, County and Sub Contracting opportunities, business strategies and marketing outreach. The IL PTAC Center at Black Hawk College is to provide one-on-one counseling, procurement outreach training and conferences.

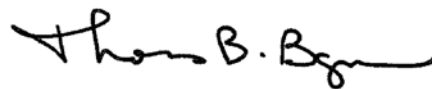
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies the acceptance of the Illinois Department of Economic Opportunity State Grant of \$39,000 FY 2014.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President of Instructional Services



Thomas B. Baynum, ED.D.
President

Attachment to B.R. # 8545
October 17, 2013

FY 2014 Budget Summary

Illinois Department of Commerce and Economic Opportunity State Grant for
Illinois Procurement Technical Assistance Center at Black Hawk College

\$68,250

Salaries & Employee Benefits	\$58,239
Other Expenses	\$10,011

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report # 8546
October 17, 2013

**RATIFICATION OF ACCEPTANCE OF THE ILLINOIS DEPARTMENT OF COMMERCE AND
ECONOMIC OPPORTUNITY FEDERAL GRANT FOR THE ILLINOIS PROCUREMENT
TECHNICAL ASSISTANCE CENTER AT BLACK HAWK COLLEGE
FY 2014**

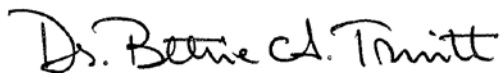
REPORT: The Black Hawk College Illinois Procurement Technical Assistance Center has been awarded \$35,000 by the Illinois Department of Commerce and Economic Opportunity FY 2014. The 75% cash match portion of this grant award is \$26,250. The totals for grant and cash match remain at level funding as in prior years in the amount of \$61,250.

The funds are required to be used for operations and management of the Procurement Technical Assistance Center to provide advocacy to businesses in complex legal Federal Acquisition Requirements, DoD requirements, government contracting concepts, certifications, registrations, Federal, State, City, County and Sub Contracting opportunities, business strategies and marketing outreach. The IL PTAC Center at Black Hawk College is to provide one-on-one counseling, procurement outreach training and conferences.

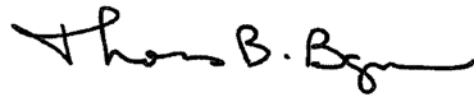
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees ratifies the acceptance of the Illinois Department of Economic Opportunity Federal Grant of \$35,000 FY 2014.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President of Instructional Services



Thomas B. Baynum, ED.D.
President

Attachment to B.R. # 8546
October 17, 2013

FY 2014 Budget Summary

Illinois Department of Commerce and Economic Opportunity Federal Grant for
Illinois Procurement Technical Assistance Center at Black Hawk College

\$61,250

Salaries & Employee Benefits	\$58,239
Other Expenses	\$3,011

BLACK HAWK COLLEGE
BOARD REPORT

Board Report # 8547
October 17, 2013

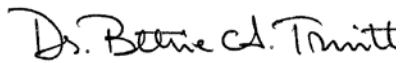
**ACCEPTANCE OF ILLINOIS COMMUNITY COLLEGE BOARD (ICCB)
GRANT AS AUTHORIZED BY THE ILLINOIS GENERAL ASSEMBLY**

REPORT: In Fiscal Year 2014, the Illinois General Assembly appropriated additional funds for specific educational programs. As a result, the Illinois Community College Board has been authorized to enter into grant agreements with seven community colleges and five other vendors. Black Hawk College has been chosen to receive an appropriation of \$285,000 to be used for educational purposes as outlined by legislative intent.

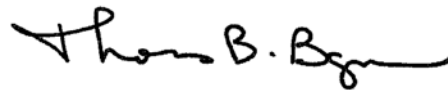
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees accepts the grant as awarded by ICCB in the amount of \$285,000 to be used for educational purposes.

Reviewed and Prepared by:



Bettie A. Truitt
Vice President for Instructional
Services



Thomas B. Baynum
President



Office of the
President
309-796-5001

September 20, 2013

Representative Mike Smiddy
284 S. Stratton Office Building
Springfield, IL 62706

Dear Representative Smiddy:

At today's Illinois Community College Board meeting held on the Black Hawk College Quad Cities Campus, the Board approved authorization for the Executive Director to enter into a grant agreement for \$285,000 with Black Hawk College. This award is a result of your initiative to support the College's health science program needs.

As you know, our College is committed to serving the training needs of our community, and our health science programs have an excellent reputation for preparing well-qualified and successful candidates for local positions.

In 2014, we will break ground on a new Health Science Center to support area healthcare training needs. The new center will have nursing labs that require new equipment to aid student learning, including SimMan, SimMom, and SimBaby models, accompanying software and installation packages, and twenty-four patient hospital beds. Because of this grant award, we will be able to purchase those items.

Thank you again on behalf of the students, Board of Trustees, faculty, administration and staff of the College. We are greatly appreciative of your leadership in this initiative and your foresight in requesting the initial funding proposal.

Sincerely,

Dr. Thomas Baynum, President

c: BHC Board of Trustees
Vice President Dr. Bettie Truitt
Dean Betsey Morthland

QUAD-CITIES CAMPUS
6600 34th Avenue
Moline, IL 61265-5899
309.796.5000 800.334.1311
www.bhc.edu

Illinois Community College Board

404th Meeting Agenda and Materials

September 20, 2013

Black Hawk College
Rooms 209 and 210
6600 34th Avenue
Moline, IL



Printed by the Authority of the State of Illinois

401 East Capitol Avenue * Springfield, Illinois 62701-1711 * Telephone: (217) 785-0123

REVISED Agenda
404th Meeting of the
Illinois Community College Board
Black Hawk College
6600 34th Avenue
Moline, IL

September 20, 2013

<u>9:00 a.m. – Board Meeting – Rooms 209 and 210</u>	<u>Page</u>
1. Roll Call and Declaration of Quorum	—
2. Welcoming Remarks from President Thomas Baynum, Black Hawk College	—
2.1 Highlights of Black Hawk College’s Success in Partnerships	—
3. Announcements and Remarks by Alexi Giannoulas, Board Chairman	—
4. Board Member Comments	—
5. Executive Director Report	—
6. Advisory Organizations	
6.1 Illinois Community College Faculty Association	—
6.2 Illinois Council of Community College Presidents	—
6.3 Student Advisory Council	—
6.4 Illinois Community College Trustees Association	—
7. Committee Reports	
7.1 Fiscal, Personnel, Ethics and Conflict of Interest	1
7.2 Academic Affairs and Institutional Support	2
7.3 Adult Education and Workforce Development	3
7.4 External Affairs	4
8. Agency Grant Review	5
9. Illinois Community College Board Recognition of Illinois Community Colleges (ACTION)	6-7
10. New Units of Instruction: Permanent Program Approval (ACTION)	
10.1 John A. Logan College	8-9
10.2 Danville Area Community College, College of DuPage, Harper College, Heartland Community College, Kaskaskia College, Kishwaukee College, Lewis & Clark Community College, Lincoln Land Community College, Malcolm X College, McHenry County College, Moraine Valley Community College, Carl Sandburg College, Southeastern Illinois College, Olive-Harvey College, Triton College, John Wood Community College	10-37

REVISED Agenda
September 20, 2013

<u>9:00 a.m. – Board Meeting – Rooms 209 and 210</u>	<u>Page</u>
11. New Units of Instruction: Temporary Program Approval (<i>ACTION</i>)	
11.1 Carl Sandburg College, Kankakee Community College	38-41
12. Consent Agenda (<i>ACTION</i>)	
12.1 Minutes of the June 7, 2013 Board Meeting	42-55
12.2 Minutes of the June 7, 2013 Board Executive Session	—
12.3 Approval of Confidentiality of Executive Session Minutes	—
12.4 Certification on Eligibility for Special Tax Levy	56-57
12.5 Approval to Enter into an Agreement for Workforce Education Strategic Plan	58-59
12.6 Approval to Enter into Grant Agreements –Legislative Add-ons	60
13. Information Items	
13.1 Fiscal Year 2013 Financial Statements	—
13.2 Fiscal Year 2014 Financial Statements	—
13.3 Recognition Status/Update	—
13.4 Memoranda of Understanding	—
14. Other Business	—
15. Public Comment	—
16. Executive Session	
16.1 Employment Matters	—
16.2 Review of Minutes of Closed Sessions	—
16.3 Executive Director Contract	—
17. Executive Session Recommendations (<i>ACTION</i>)	
17.1 Employment Matters	—
17.2 Review of Minutes of Closed Sessions	—
17.3 Approval of Executive Director Contract	—
18. Adjournment	—

Illinois Community College Board

**APPROVAL TO ENTER INTO GRANT AGREEMENTS -
LEGISLATIVE ADD ONS**

ICCB policy provides for contracts over \$20,000 to be approved by the Board. Contracts under \$20,000 require notification to the Board Chair before execution and those under \$5,000 require no Board approval or notification. Staff is seeking approval to enter separate agreements with seven community colleges and five other vendors.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby authorizes the Executive Director to enter into grant agreements with the following vendors for the amounts shown as intended by the Illinois General Assembly in Article 5, Section 10, of Public Act 98-0033:

Black Hawk College	\$285,000
City Colleges of Chicago	\$525,000
Illinois Central College	\$550,000
Illinois Valley Community College.....	\$200,000
Moraine Valley Community College.....	\$ 50,000
South Suburban College	\$225,000
Triton College	\$100,000
ACT-SO (NAACP program)	\$300,000
Introspect	\$350,000
One Millions Degrees	\$250,000
State of Illinois P-20 Council.....	\$200,000
Urban Prep Academy.....	\$200,000

BACKGROUND

The Illinois Community College Board (ICCB) received an appropriation of \$6,300,800 in the Fiscal Year 2014 appropriations for the Alternative Schools Network and other providers for educational purposes. This is the third year that the Alternative Schools Network has received an annual grant from ICCB since it was legislative transferred from the Illinois State Board of Education in Fiscal Year 2012. In Fiscal Year 2014, an additional \$3,235,000 for specific educational program was added to this appropriations line. After the bill was signed into law, a letter was received outlining the legislative intent for the additional appropriation. The list above shows the colleges and vendors that will receive a grant from ICCB. Each grantee will be required to submit quarterly reports to ICCB and a status report the House and Senate Higher Education Committees by January 1.

BLACK HAWK COLLEGE
BOARD REPORT

Board Report #8548
October 17, 2013

SUBMISSION OF PROTECTION, HEALTH AND SAFETY PROJECTS TO THE ILLINOIS
COMMUNITY COLLEGE BOARD – FY2014

REPORT: Section 805/3-20.3.01 of the Public Community College Act allows community college districts to levy a tax not to exceed 5 cents per \$100 of equalized assessed valuation for purposes of altering or repairing physical facilities for “protection, health and safety” reasons.

The College has identified five projects that qualify for funding under the guidelines of the legislation. These Projects include: QC Outreach Elevators Upgrades, QC Emergency Power-West Side, EC Building A HVAC Upgrades, EC Building A Roof Replacement, and QC Building 2 Entrance.

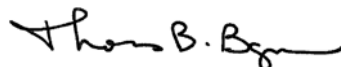
These projects cannot be funded from Operations and Maintenance Funds. It will be necessary to levy an additional Protection, Health and Safety tax to fund these projects.

Architect/engineering estimates and more detailed project descriptions for these projects are attached.

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees approves the submission of the College Protection, Health and Safety projects totaling \$1,792,800 to the Illinois Community College Board for funding under section 805/3-20.3.01 of the Public Community College Act, since there are insufficient funds available in Operations and Maintenance funds for FY 2014 to accomplish these projects; and requests the authorization to levy \$1,792,800.

Reviewed and Prepared by:



Dr. Thomas B. Baynum
President

2014 Protection, Health & Safety Projects

Black Hawk College
District 503

October 10, 2013

Prepared by BLDD Architects, Inc., and KJWW Engineering

TABLE OF CONTENTS

General Project Scope

Project Descriptions and Estimates

ICCB Project Application Forms

Project I - Quad Cities Outreach Center Elevator Upgrades

Project II – Quad Cities Campus Emergency Power Generation - West Side

Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement

Project IV - East Campus Building A Roof Replacement

Project V - Quad Cities Campus Building 2 Entrance

GENERAL PROJECT SCOPE

Project I - Quad Cities Outreach Center Elevator Upgrades

Total Constuction Cost	\$	286,000
Total Contingency	\$	28,600
Total Architectural/ Engineering Fees	\$	23,000
Reimbursable Expenses	\$	500
Project I Total	\$	338,100

Project II – Quad Cities Campus Emergency Power Generation - West Side

Total Constuction Cost	\$	467,500
Total Contingency	\$	46,800
Total Architectural/ Engineering Fees	\$	51,000
Reimbursable Expenses	\$	500
Project II Total	\$	565,800

Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement

Total Constuction Cost	\$	270,000
Total Contingency	\$	27,000
Total Architectural/ Engineering Fees	\$	30,000
Reimbursable Expenses	\$	1,500
Project III Total	\$	328,500

Project IV - East Campus Building A Roof Replacement

Total Constuction Cost	\$ 377,700
Total Contingency	\$ 37,800
Total Architectural/ Engineering Fees	\$ 33,000
Reimbursable Expenses	\$ 1,500
<u>Project IV Total</u>	<u>\$ 450,000</u>

Project V - Quad Cities Campus Building 2 Entrance

Total Constuction Cost	\$ 90,000
Total Contingency	\$ 9,000
Total Architectural/ Engineering Fees	\$ 10,900
Reimbursable Expenses	\$ 500
<u>Project V Total</u>	<u>\$ 110,400</u>

Total Estimated Project Costs **\$ 1,792,800**

PROJECT DESCRIPTIONS AND ESTIMATES

The following forms along with their estimates and descriptions have been prepared by BLDD Architects and KJWW Engineering with guidance from Black Hawk College. After general projects parameters were established by the College, existing conditions and project intentions were verified by field surveys and each issue was analyzed for code compliance. A full-scale survey documenting all non-compliance areas throughout the College was not performed nor was it requested at this time. A facilities assessment study throughout the entire campus would generate many more items not included in this report. This report contains brief description and preliminary estimates for work required to bring each component in compliance with current, applicable codes. These estimates were generated acknowledging the possibility for unforeseen difficulties during design and construction and should not be taken as all-inclusive.

ICCB PROJECT APPLICATION FORM

Project I

Project I - Quad Cities Outreach Center Elevator Upgrades

Project II

Project II – Quad Cities Campus Emergency Power Generation - West Side

Project III

Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement

Project IV

Project IV - East Campus Building A Roof Replacement

Project V

Project V - Quad Cities Campus Building 2 Entrance

Project I - Quad Cities Outreach Center Elevator Upgrades

Programmatic Justification Narrative

BLDD Architects met with Black Hawk College representatives to review the existing conditions of the elevators at the Quad Cities Outreach Center

Scope of Work Narrative

The two traction elevators serving the Outreach Center are original to the building and are not in compliance with today's elevator codes. All equipment in the upper level machine room will need to be covered and replaced as the exposed panels currently pose a life safety issue. Cab interiors are deteriorating and will be replaced as a part of this project. It is understood that the noncompliant door glides will be replaced by the College as a separate project.

Project I Total

Total Construction Costs	\$	286,000
Contingency	\$	28,600
Architectural/Engineering Fees	\$	23,000
Reimbursable Expenses	\$	500
 Project Total	 \$	 338,100

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # Black Hawk College - District 503
 Contact Person Doug Hoenig Phone # 309-796-5033
 Project Title Project I - Quad Cities Outreach Center Elevator Upgrades
 Project Budget \$338,100 () check • here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
 Date October 10, 2013

Application Type (check the appropriate application type and follow instructions)

- ☐ Locally Funded New Construction--complete/submit Sections I, II, and III.
☐ Locally Funded Remodeling--complete/submit Sections I and III.
☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
☒ Protection, Health and Safety--complete/submit Section I and Attachment PHS.
☐ Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
☐ ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
 B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
 C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
 D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
 E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
 C. Has the site been determined professionally to be suitable for construction purposes?
 Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Attachment #1 Project Budget

Check One:

☐ Remodel

☐ New Construction

Project Name _____

	Budget Amounts	
	New Construction	Remodeling
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name

Project I - Quad Cities Outreach Center Elevator Upgrades

	Budget Amounts
Project Costs	\$286,000
Contingency	\$28,600
A/E Professional Fees	\$23,000
Reimbursable Expenses	\$500
Total	\$338,100

Attachment #2
Funding Source

District/College Name Black Hawk College - District 503
Project Name Project I - Quad Cities Outreach Center Elevator Upgrades

Check the source(s) of funds:

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance (s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____ 5 cents Tax rate/fiscal year: _____ 2014
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

ADA _____
Access for All Funding _____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

BLDD Architects, Inc.
5183 Utica Ridge Road
Davenport, Iowa 52807

I certify that the recommended constructions project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

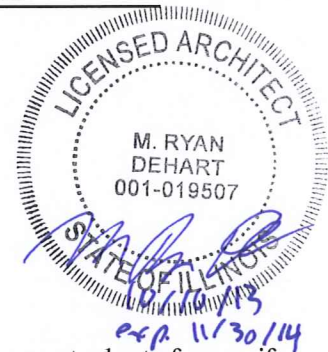
10/10/2013

Date

001.019507

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	<u> X </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety bond issuance, as referenced in Attachment #2

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of
Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Project II – Quad Cities Campus Emergency Power Generation - West Side

Programmatic Justification Narrative

BLDD Architects and KJWW Engineering met with Black Hawk College representatives to review the emergency power conditions on Quad Cities Campus.

Scope of Work Narrative

The existing emergency power system in Building 3 on the Quad Cities Campus is undersized and in need of replacement. The system includes an indoor generator that is not up to current codes in regards to the installation environment and branch segregation, a transfer switch that is beyond its useful life expectancy, and distribution gear that is also in need of replacement. All emergency and life safety systems for building 3 and building 4 are derived from this existing system. The new emergency power system will consist of an outdoor generator in a weatherproof and sound attenuated enclosure, new transfer switches with proper segregation between life safety and non-essential systems, and new distribution gear that is properly sized to accommodate emergency and life safety loads in building 3, building 4, and a new building being constructed adjacent to building 3.

Project II Total

	\$467,500
Total Construction Costs	\$46,800
Contingency	\$51,000
Architectural/Engineering Fees	\$500
Reimbursable Expenses	
	\$565,800
Project Total	

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Black Hawk College - District 503
 Contact Person Doug Hoenig Phone # 309-796-5033
 Project Title Project II – Quad Cities Campus Emergency Power Generation - West Side
 Project Budget \$565,800 () check • here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
 Date October 10, 2013

Application Type (check the appropriate application type and follow instructions)

- ☐ Locally Funded New Construction--complete/submit Sections I, II, and III.
☐ Locally Funded Remodeling--complete/submit Sections I and III.
☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
☒ Protection, Health and Safety--complete/submit Section I and Attachment PHS.
☐ Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
☐ ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
 B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
 C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
 D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
 E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
 C. Has the site been determined professionally to be suitable for construction purposes?
 Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Attachment #1 Project Budget

Check One:

G Remodel

G New Construction

Project Name _____

	Budget Amounts	
	New Construction	Remodeling
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name

Project II – Quad Cities Campus Emergency Power
Generation - West Side

	Budget Amounts
Project Costs	\$467,500
Contingency	\$46,800
A/E Professional Fees	\$51,000
Reimbursable Expenses	\$500
Total	\$565,800

Attachment #2
Funding Source

District/College Name Black Hawk College - District 503
Project Name Project II – Quad Cities Campus Emergency Power Generation - West Side

Check the source(s) of funds:

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance (s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____ 5 cents Tax rate/fiscal year: _____ 2014
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

ADA _____
Access for All Funding _____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

BLDD Architects, Inc.
5183 Utica Ridge Road
Davenport, Iowa 52807

I certify that the recommended constructions project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

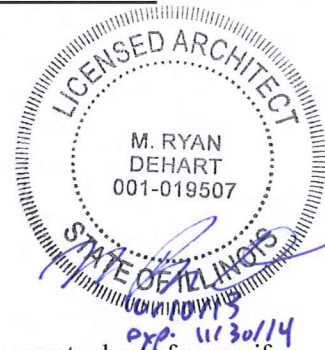
10/10/2013

Date

001.019507

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	<u> X </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety bond issuance, as referenced in Attachment #2

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of
Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement

Programmatic Justification Narrative

BLDD Architects and KJWW Engineering met with Black Hawk College representatives to review the HVAC Systems on the East Campus.

Scope of Work Narrative

The existing RTU (AC-2) serving the upper level of “Building A” is original to the building and has become a maintenance issue over the past few years. The RTU is located on the roof of “Building A” and does not meet current minimum outdoor air and code requirements and does not have heating or cooling capacity to meet those demands. The air handling system will need to be upgraded to meet International Mechanical Code requirements. The new RTU will incorporate a fully modulating gas fired heat exchanger and air-cooling direct expansion (DX) cooling coil. Controls for the new RTU will be integrated into the existing Building Automation System (BAS). The new RTU will be provided with variable frequency drives (VFD) to reduce energy usage during off-peak times. Remaining existing ductwork and HVAC infrastructure will remain unchanged.

Project III Total

Total Construction Costs	\$270,000
Contingency	\$27,000
Architectural/Engineering Fees	\$30,000
Reimbursable Expenses	\$1,500
 Project Total	 \$328,500

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # Black Hawk College - District 503
 Contact Person Doug Hoenig Phone # 309-796-5033
 Project Title Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement
 Project Budget \$328,500 () check • here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
 Date October 10, 2013

Application Type (check the appropriate application type and follow instructions)

- ☐ Locally Funded New Construction--complete/submit Sections I, II, and III.
☐ Locally Funded Remodeling--complete/submit Sections I and III.
☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
☒ Protection, Health and Safety--complete/submit Section I and Attachment PHS.
☐ Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
☐ ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
 B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
 C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
 D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
 E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
 C. Has the site been determined professionally to be suitable for construction purposes?
 Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Attachment #1 Project Budget

Check One:

☒ **Remodel**

☐ **New Construction**

Project Name _____

	Budget Amounts	
	New Construction	Remodeling
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name

Project III – East Campus Building A, Upper Level RTU (AC-2) Replacement

	Budget Amounts
Project Costs	\$270,000
Contingency	\$27,000
A/E Professional Fees	\$30,000
Reimbursable Expenses	\$1,500
Total	\$328,500

Attachment #2
Funding Source

District/College Name Black Hawk College - District 503
Project Name Project II – Quad Cities Campus Emergency Power Generation - West Side

Check the source(s) of funds:

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance (s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____ 5 cents Tax rate/fiscal year: _____ 2014
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

ADA _____
Access for All Funding _____ Proposed Fiscal Year Source(s): _____

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

BLDD Architects, Inc.
5183 Utica Ridge Road
Davenport, Iowa 52807

I certify that the recommended constructions project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

10/10/2013

Date

001.019507

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	<u> </u>
Structural Integrity Certification (see attachment, if applicable)	<u> </u>
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	<u> </u>
Other Documentation which May Support the Justification of this Project	<u> X </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety bond issuance, as referenced in Attachment #2

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of
Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Project IV - East Campus Building A Roof Replacement

Programmatic Justification Narrative

BLDD Architects met with Black Hawk College representatives to review the roof conditions on the East Campus.

Scope of Work Narrative

The existing ballasted roof on Building A of Black Hawk College's East campus is past its typical lifespan and is in need of replacement. A new white membrane roof will be installed to comply with the 2012 Energy Code.

Project IV Total

Total Construction Costs	\$377,700
Contingency	\$37,800
Architectural/Engineering Fees	\$33,000
Reimbursable Expenses	\$1,500
 Project Total	 \$450,000

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Black Hawk College - District 503
 Contact Person Doug Hoenig Phone # 309-796-5033
 Project Title Project IV - East Campus Building A Roof Replacement
 Project Budget \$450,000 () check • here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
 Date October 10, 2013

Application Type (check the appropriate application type and follow instructions)

- ☐ Locally Funded New Construction--complete/submit Sections I, II, and III.
☐ Locally Funded Remodeling--complete/submit Sections I and III.
☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
☒ Protection, Health and Safety--complete/submit Section I and Attachment PHS.
☐ Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
☐ ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
 B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
 C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
 D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
 E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
 C. Has the site been determined professionally to be suitable for construction purposes?
 Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Attachment #1 Project Budget

Check One:

☒ Remodel

☐ New Construction

Project Name _____

	Budget Amounts	
	New Construction	Remodeling
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name

Project IV - East Campus Building A Roof Replacement

	Budget Amounts
Project Costs	\$377,700
Contingency	\$37,800
A/E Professional Fees	\$33,000
Reimbursable Expenses	\$1,500
Total	\$450,000

District/College Name	Black Hawk College - District 503
Project Name	Project IV - East Campus Building A Roof Replacement

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

5 cents Tax rate/fiscal year: 2014

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILCS 805/3-37)

Capital Renewal Funding Proposed Fiscal Year Source(s):

ADA
Access for All Funding

Proposed Fiscal Year Source(s):

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

BLDD Architects, Inc.
5183 Utica Ridge Road
Davenport, Iowa 52807

I certify that the recommended constructions project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

10/10/2013

Date

001.019507

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	<u> </u>
Structural Integrity Certification (see attachment, if applicable)	<u> </u>
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	<u> </u>
Other Documentation which May Support the Justification of this Project	<u> X </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety bond issuance, as referenced in Attachment #2

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of
Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

Project V - Quad Cities Campus Building 2 Entrance

Programmatic Justification Narrative

BLDD Architects met with Black Hawk College representatives to review the conditions of the entrance to Building 2 on the Quad Cities Campus.

Scope of Work Narrative

The upper level entrance to Building 2 has caused a maintenance problem with the College's staff. The original storefront entrance allows moisture in the vestibule which creates a slippery condition in the building interior. The storefront system will be replaced and a new canopy will be built over the entrance to further minimize the amount of water potentially entering the building.

Project V Total

	\$90,000
Total Construction Costs	\$9,000
Contingency	\$10,900
Architectural/Engineering Fees	\$500
Reimbursable Expenses	
	\$110,400
Project Total	

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Black Hawk College - District 503
 Contact Person Doug Hoenig Phone # 309-796-5033
 Project Title Project V - Quad Cities Campus Building 2 Entrance
 Project Budget \$110,400 () check • here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2
 Date October 10, 2013

Application Type (check the appropriate application type and follow instructions)

- ☐ Locally Funded New Construction--complete/submit Sections I, II, and III.
☐ Locally Funded Remodeling--complete/submit Sections I and III.
☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
☒ Protection, Health and Safety--complete/submit Section I and Attachment PHS.
☐ Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
☐ ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
 B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
 C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
 D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
 E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
 C. Has the site been determined professionally to be suitable for construction purposes?
 Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Attachment #1 Project Budget

Check One:

☒ **Remodel**

☐ **New Construction**

Project Name _____

	Budget Amounts	
	New Construction	Remodeling
Land	_____	_____
Site Development	_____	_____
Construction (including Fixed Equipment)	_____	_____
Mechanical	_____	_____
Electrical	_____	_____
General Conditions	_____	_____
Contingency (10%)	_____	_____
A/E Professional Fees	_____	_____
Total	_____	_____

Protection, Health, and Safety Project Name

_____ **Project V - Quad Cities Campus Building 2 Entrance** _____

	Budget Amounts
Project Costs	\$90,000
Contingency	\$9,000
A/E Professional Fees	\$10,900
Reimbursable Expenses	\$500
Total	\$110,400

District/College Name	Black Hawk College - District 503
Project Name	Project V - Quad Cities Campus Building 2 Entrance

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

5 cents Tax rate/fiscal year: 2014

Lending Arrangement with a _____ Term of Lending Arrangement in months: _____
Financial Institution
(ILCS 805/3-37)

Capital Renewal Funding Proposed Fiscal Year Source(s):

ADA
Access for All Funding

Proposed Fiscal Year Source(s):

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

BLDD Architects, Inc.
5183 Utica Ridge Road
Davenport, Iowa 52807

I certify that the recommended constructions project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



Architect/Engineer's Signature

10/10/2013

Date

001.019507

Illinois Registration or License Number

Seal



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Energy Conservation Certification (see attachment, if applicable)	_____
Structural Integrity Certification (see attachment, if applicable)	_____
Budget Certification (see attachment, always required)	<u> X </u>
Feasibility Study Identifying Need of the Project	_____
Other Documentation which May Support the Justification of this Project	<u> X </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety bond issuance, as referenced in Attachment #2

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the _____ Board of
Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

BLACK HAWK COLLEGE BOARD REPORT

Board Report # 8550
October 17, 2013

RECOMMENDATIONS CONCERNING TENURE STATUS OF FACULTY FOR SPRING 2014

REPORT: In accordance with the provisions of Illinois Public Community College Act, Illinois Compiled Statutes, Chapter 110, Section 805/B-1 through 805/B-6, recommendation of tenured and non-tenured faculty for tenure or termination must be considered sixty (60) days before the end of the appropriate academic semester.

The faculty members listed below have been evaluated and recommendations regarding their tenure status have been made by their Department Chairpersons and/or Dean, after consultation with tenured faculty members of their department. The recommendations have been approved by the Dean, the Vice President for East Campus, the Vice President for Instructional Services, and the President.

Tenure, effective for spring 2014 semester, has been recommended for the following faculty:

Michael Staub	Psychology/Sociology	Instructor
---------------	----------------------	------------

Probationary contract for a third academic year, effective spring 2014 semester, has been recommended for the following faculty:

Christopher Appuhn	Mathematics	Instructor
Brigette Dorrance	Psychology/Sociology	Assistant Professor
Katie Johnson	Speech	Instructor
David Miller	Mathematics	Instructor
Peter Richards	Health Information Management	Instructor

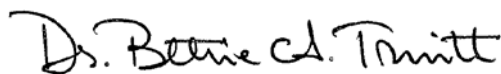
Probationary contract for a second academic year, effective spring 2014 semester, has been recommended for the following faculty:

Jared Boyert	Agri-Business	Instructor
--------------	---------------	------------

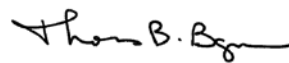
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees approves the recommendations concerning the tenure status of faculty members as listed effective for the spring 2014 semester.

Reviewed and Prepared by:



Bettie A. Truitt
Vice President for Instructional Services



Thomas B. Baynum
President

BLACK HAWK COLLEGE
BOARD REPORT

Board Report # 8551
October 17, 2013

**PERSONNEL RECOMMENDATION – CHRISTINE BACHELDER
(RESIGNATION/RETIREMENT)**

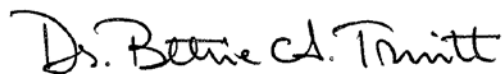
REPORT: Christine Bachelder, Professor in the Social, Behavioral and Educational Studies Department at the Quad-Cities Campus, has been a full-time faculty member since August, 1984. Ms. Bachelder has indicated her wish to retire and has submitted her resignation effective June 1, 2014.

Ms. Bachelder is a dedicated employee who has devoted her career to teaching students in the field of education. Her years of service, dedication and commitment to our students and to the College are very much appreciated. We wish her well on her retirement.

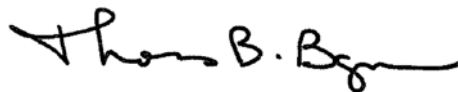
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees accepts the resignation/retirement of Professor Christine Bachelder, effective June 1, 2014.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President for Instructional
Services



Thomas Baynum, Ed.D.
President

BLACK HAWK COLLEGE
BOARD REPORT

Board Report # 8552
October 17, 2013

PERSONNEL RECOMMENDATION – WILLIAM GOOD
(RESIGNATION/RETIREMENT)

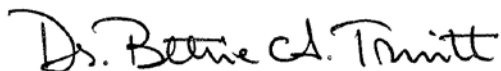
REPORT: William Good, Professor in the Agriculture Department at the East Campus, has been a full-time faculty member since January, 1986. Mr. Good has indicated his wish to retire and has submitted his resignation effective December 31, 2013.

Mr. Good is a dedicated employee who has utilized his time and talents to serve the College and its students for many years. His teaching talent and dedication to the College are very much appreciated. We wish him well on his retirement.

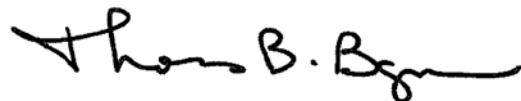
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees accepts the resignation/retirement of Professor William Good, effective December 31, 2013.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President for Instructional
Services



Thomas Baynum, ED.D.
President

BLACK HAWK COLLEGE
BOARD REPORT

Board Report # 8553
October 17, 2013

PERSONNEL RECOMMENDATION – CAROLYN BARNES
(RESIGNATION/RETIREMENT)

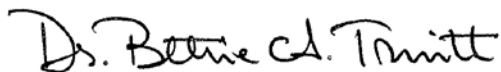
REPORT: Caroline Barnes, Associate Professor in the Learning Resources Center at the Quad-Cities Campus, has been a full-time faculty member since June, 1979. Ms. Barnes has indicated her wish to retire and has submitted her resignation effective December 20, 2013.

Ms. Barnes is a dedicated employee who has devoted her career to student success. Her years of service, dedication and commitment to our students and to the College are very much appreciated. We wish her well on her retirement.

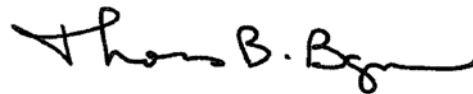
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees accepts the resignation/retirement of Associate Professor Caroline Barnes, effective December 20, 2013.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President for Instructional
Services



Thomas Baynum, E.D.D.
President

BLACK HAWK COLLEGE BOARD REPORT

Board Report #8554
October 17, 2013

TENTATIVE ADOPTION OF 2013 TAX LEVIES

REPORT: The Illinois Public Community College Act requires that the Board of Trustees annually adopts the necessary tax levies. Such tax levies are to be filed with the County Clerks of the nine counties within the Black Hawk College District on or before the last Tuesday in December. The deadline for filing the tax levies for the 2013 tax year is December 24, 2013.

Based upon current information, it is anticipated that the Equalized Assessed Valuations (EAV) of the College District will increase moderately. The proposed levies for the Education and Operations and Maintenance Funds allow for approximately a 2.0% increase in EAV. Levies for audit costs, general insurance, workers' compensation insurance, unemployment compensation, Medicare, and other related items are based upon anticipated costs. The proposed levy also includes an assessment for the Bond and Interest fund to cover the required debt service. The proposed additional levy for educational purposes is in accordance with Section 805/3-14.3 of the Illinois Community College Act and the appropriate certification by the Illinois Community College Board. This levy is subject to the "back-door" referendum provisions of the statutes, and could be called to a vote at the next election at which said proposition lawfully may be submitted to said voters. As required by statute, notice of levy of the additional tax shall be published within ten days after the tentative adoption by the Board of Trustees (see attached).

The Truth-in-Taxation Act requires the College to hold a public hearing on the adoption of its tax levy if such levy is more than 105% of its prior year's extensions excluding debt service. The proposed levy is not greater than 105% of the 2012 extensions; therefore, a public hearing is not required.

After due consideration of all factors and uncertainties involved, it is recommended that the Board tentatively adopts the 2013 tax levies as indicated below. Also shown is a comparison of these proposed levies with the actual extensions, which does not take into account all property tax abatements or adjustments applicable, for the 2012 tax year.

	Proposed 2013 Levies	2012 Extensions
Education Fund	\$ 4,353,465	\$ 4,250,557
Operations and Maintenance Fund	2,539,521	2,479,492
Liability, Protection and Settlement Fund	1,661,573	1,487,695
Social Security and Medicare	341,021	332,960
Audit	65,302	42,506
Protection, Health and Safety	1,813,944	1,771,065
Additional Tax Levy	2,695,520	2,419,275
Bond and Interest	6,192,804	6,354,583
Totals	\$19,663,150	\$19,138,133

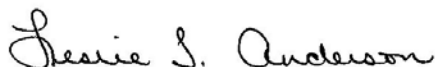
Based upon the estimated EAV of \$3,627,887,512 the proposed levy represents a total estimated tax rate of 54.20¢ per \$100 of equalized assessed valuation. The 2012 rate was 54.03¢. The proposed tax levy may increase or decrease slightly once the final equalized assessed valuation has been certified by the counties.

RECOMMENDATION:

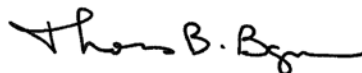
It is the recommendation of the College President that the Board of Trustees expresses its intent to levy, in compliance with its legal authorization as well as 805/3-14.3 of the Community College Act, the following tax levies on the taxable property of the Black Hawk College District for the 2013 tax year, with final adoption on November 21, 2013:

Education Fund	\$4,353,465
Operations and Maintenance Fund	2,539,521
Liability, Protection and Settlement Fund	1,661,573
Social Security and Medicare	341,021
Audit	65,302
Protection, Health and Safety	1,813,944
Additional Tax Levy	2,695,520
Bond and Interest	6,192,804

Reviewed and Prepared by:



Leslie T. Anderson
Vice President for Finance



Thomas B. Baynum
President

**INCREASE IN TAX LEVY FOR EDUCATIONAL
PURPOSES PURSUANT TO SECTION 805/3-14.3 OF THE
PUBLIC COMMUNITY COLLEGE ACT OF THE STATE OF ILLINOIS**

The undersigned, being registered voters residing within Community College District No. 503, Bureau, Henderson, Henry, Knox, Marshall, Mercer, Rock Island, Stark, and Whiteside Counties, Illinois, do hereby petition the Board of Trustees of said Community College District to place the following on the ballot to said voters at the next election at which said proposition lawfully may be submitted to said voters:

"Shall Community College District No. 503, Bureau, Henderson, Henry, Knox, Marshall, Mercer, Rock Island, Stark, and Whiteside Counties, Illinois, be authorized to levy an additional tax for Educational, Operations, and Maintenance Purposes in excess of 19¢ per \$100 of equalized assessed valuation, but not to exceed 26.43¢ per \$100 of equalized assessed valuation as authorized in Section 805/3-14.3 of the Public Community College Act of the State of Illinois?"

	Name	Address	Town	County	State
1.					IL
2.					IL
3.					IL
4.					IL
5.					IL
6.					IL
7.					IL
8.					IL
9.					IL
10.					IL
11.					IL
12.					IL
13.					IL
14.					IL
15.					IL
16.					IL
17.					IL
18.					IL
19.					IL
20.					IL

STATE OF ILLINOIS)
) SS.
COUNTY OF)

I, _____, being first duly sworn, depose and say that I am a registered voter of the State of Illinois; that I personally circulated the foregoing petition to which this affidavit is attached; that all of the signatures appearing on such petition are the genuine signatures of the persons whose names appear thereon; and that the signers knew the contents of the petition at the time of signing the same.

Subscribed and sworn to
before me this ____ day
of _____, 2013.

Notary Public

NOTICE OF INTENT TO INCREASE TAX LEVY

Notice is hereby given that the Board of Trustees of Community College District No. 503, Bureau, Henderson, Henry, Knox, Marshall, Mercer, Rock Island, Stark, and Whiteside Counties, Illinois, (Black Hawk College) tentatively adopted on October 17, 2013, its annual tax levy including an additional tax, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended.

In accordance with the provisions of Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended, the following information is provided:

A petition may be filed with the Secretary of the Board of Trustees of Black Hawk College at the Board Office at 6600 34th Avenue, Moline, IL 61265-5899, on or before 5:00 p.m., CST, November 20, 2013, signed by not less than 14,378 registered voters of the Black Hawk College District that the proposition be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice and not later than 5:00 p.m., CST on the 20th day of November, 2013, an election to determine whether the increased levy should be authorized shall be held on the 18th day of March 2014. If no such petition is filed with the Secretary of the Board of Trustees on or before 5:00 p.m., CST, November 20, 2013, then the District shall be authorized to levy the additional tax. Petition forms are available at the Board Office.

Dated this 17th day of October 2013.

Black Hawk College Board of Trustees

BLACK HAWK COLLEGE
BOARD REPORT

Board Report #8555
October 17, 2013

ACCEPTANCE OF THE DISTRICT FACILITIES MASTER PLAN FROM
DEMONICA KEMPER ARCHITECTS

REPORT: The Illinois Community College Board (ICCB) requires that each Community College District submit and maintain a district facilities master plan. The ICCB also requires the master plan to be updated every five years. The College's last master plan update was completed in 2007.

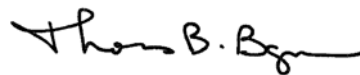
In order to accomplish its mission and its strategic plan over time, the College will likely require additional facilities and improvements to its existing physical resources. The facilities master plan is a critical review of the existing facilities and land use for Black Hawk College, and includes a list of prioritized projects that respond to the challenges facing the college as it functions in a dynamic environment. The purpose of the facilities master plan is to provide a guide that addresses existing concerns, provides for current needs, and accommodates future facilities needs throughout the district. The facilities master plan is a living document.

After a Qualifications Based Selection (QBS) process, the Board of Trustees approved the purchase of professional services from Demonica Kemper Architects (DKA) for the development of a district facilities master plan on June 28, 2012 (BR#8348). The contract amount was \$266,000 with a ten percent contingency of \$26,600 for a total of \$292,600. DKA presented the results of the year-long study to the Board of Trustees during their June 27, 2013 meeting (BR#8501). Since that date, there have been several coordination meetings between the college administration and DKA to finalize the plan. The completed district facilities master plan is attached.

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees accepts the district facilities master plan as prepared by DKA, and approve the release of the district facilities master plan to ICCB.

Reviewed and Prepared by:



Dr. Thomas B. Baynum
President

BLACK HAWK COLLEGE
BOARD REPORT

Board Report #8556
October 17, 2013

SUBMISSION OF AMENDED FY2013 PROTECTION, HEALTH AND SAFETY PROJECTS
TO THE ILLINOIS COMMUNITY COLLEGE BOARD

REPORT: The College approved a PHS project to upgrade the QC Campus Building 3 HVAC systems on October 18, 2012 (BR #8404). This project qualified for funding under the guidelines of legislation for protection, health, and safety reasons. ICCB also approved the project. The project was originally funded for \$938,550 based on an estimate by BLDD Architects. However, the construction costs in the bids received by the college far exceeded the funds available for this project. Because of the high bids, the QC Campus Building 3 HVAC Upgrades project had to be deferred to a later date. The College expended \$76,402 on design and bidding for the project. A balance \$862,148 remains in the account for the QC Campus Building 3 HVAC Upgrades project.

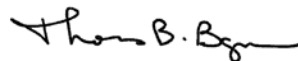
The College has identified four projects that qualify for funding under the guidelines of the PHS legislation. These projects can be funded by the dollars that remain from the FY2013 QC Campus Building 3 HVAC Upgrades project. These Projects include: QC Library Elevator Replacement, EC Building B Bridge Replacement, QC Building 2 HVAC Upgrades, and QC Building 2 Roof Replacement.

Architect/engineering estimates and more detailed project descriptions for these projects are attached.

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees approves the re-allocation of FY 2013 PHS funding from the QC Campus Building 3 HVAC Upgrades project to the four identified projects totaling \$862,148. The cancellation of the QC Campus Building 3 HVAC Upgrades project and the subsequent re-allocation of funds to the four new projects must be reported to the Illinois Community College Board (ICCB) with an amended PHS report.

Reviewed and Prepared by:



Dr. Thomas B. Baynum
President

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report #8557
October 17, 2013

**APPOINTMENT OF ADVISORY COMMITTEE MEMBERS
FOR CAREER PROGRAMS
2013-2014 ACADEMIC YEAR**

REPORT: According to Board Policy Manual 4.70 College Processes, "The College shall utilize both internal and external advisory committees as needed to provide communication channels between the College and its various constituencies. The College will strive through these communication channels to foster the collegial process among its several internal components and to afford through its external advisory committees a continuing awareness of changing educational needs of the community and its residents, and thus be enabled to respond to these needs with appropriate educational programs."

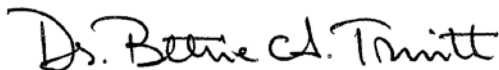
The Career Programs have active advisory committees that provide input on curricula development and include members of the Black Hawk College faculty and administration. The external memberships on the committees actively inform Black Hawk College faculty and administration on the ever changing needs of business and employers in the community.

Faculty and administration of the Career Programs periodically update program advisory membership through a systematic process that seeks broad-based representation of large and small employers, alumni and non-alumni. In certain cases, accrediting agencies set forth guidelines on the memberships of these groups. Memberships on the committees are for staggered, fixed terms of two or three years, which allows for the addition of new members annually. Those persons listed on the attachments have expressed interest in serving for 2013-2014.

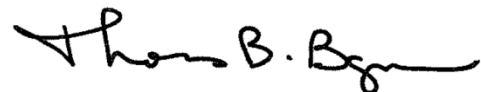
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees considers appointment of the Advisory Committee members on the attached list for the District's Career Programs for the 2013-2014 academic year.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President for Instruction



Thomas B. Baynum, Ed.D.
President

Advisory Committees 2013-2014

Agriculture Advisory Committee East Campus

Doug Bogart
Horse trainer/private riding instructor

Lance Dolieslager
Finish Line Auto Group

Dan Duckworth
Kleine Equipment

Kim Ewoldsen

Scott Fairfield
Stark County High School

Shaun Gress
1st Farm Credit Services

Judd Hulting
Patriot Renewable Fuels

Jeff Johnson
Sunnyfield Greenhouse

Terry Lancaster
Annawan High School

Dan Meyer
Country Insurance & Financial Service

Mary Kay North
Agri-Business Club, alumni

Jon Wolf
Black Hawk College, retired

Apprenticeship Advisory Committee

Quad-Cities Campus

Dave Arnold
Plasterers Union

Tony Uhr
Painters & Drywall Finishers Union

Adebayo Badmos
Black Hawk College

Brenda Brown
Black Hawk College

Mike Ellison
International Brotherhood of
Electrical Workers Union

Dave Foor
Ironworkers Union

Jamie Hill
Black Hawk College

Dan Ketchum
Millwrights Union

Catherine Lass
Black Hawk College

Bill Lehmann
Carpenters Union

Matt Lienan
Plumbers & Pipefitters Union

Don Mosier
Black Hawk College

David Murray
Black Hawk College

Glenda Nicke
Black Hawk College

Carl Ogendahl
Sheet Metal Workers Union

Glenn Saddoris
Black Hawk College

Bob Snyder
U.S. Department of Labor

Associate Degree Nursing Program Advisory Committee Quad-Cities Campus

Michelle Caldwell
Hope Creek Care Center

Laura Domino
Hammond Henry Hospital

Denise Eilers, R.N.
United Township High School
Area Career Center

Danita Harrison, R.N.
ARNP Genesis Health System

Jennifer Junis, R.N.
Kewanee Hospital

Teresa Main
Genesis Medical Center
Illini Campus

Joann McNeil, R.N.
UnityPoint Health
Trinity
Riverside Inpatient

Kris Miller
Hope Creek Care Center

Dr. Lea Monahan, Ph.D., R.N., C.N.E
Western Illinois University
School of Nursing

Dr. Kathy Sparbell
University of Illinois
College of Nursing
Quad Cities Program

Business Advisory Committee

Quad-City Campus

(Blended Committee consisting of: Accounting, Banking/Finance, International Trade, and Management/Marketing)

Michael Ellis

SCORE

Marty Hanson

Black Hawk College, retired

Gwen Johnson

Black Hawk College, retired

Susan Llewellyn

Black Hawk College

Maria Rodriguez

Body Central

Carrel Sagon

East Moline Glass Company

Leanne Shaw

MetroBank

Business and Technology Advisory Committee East Campus

Kim Flint

Black Hawk College, alumna

Kathy Greenhagen

Union Federal Savings and Loan

Darcy Jeffries

Black Hawk College

Shane Kazubowski

Wethersfield School District

Jon Looney

Black Hawk College

Russell Medley

Kewanee Economic Development

Doug O'Riley

Galva School District

Jodee Werkheiser

Black Hawk College

Beverly Williams

Boss Manufacturing

Mike Yepsen

Community State Bank

Business Education Advisory Committee

Quad-Cities Campus

Cathy Attebery
Black Hawk College, retired

Christine Baumann
Orion High School

Dan Byrne
Moline High School

Gregory Hansen
Rock Island Arsenal
Information Systems Division

Carole Podlashes
Black Hawk College, retired

Monica Poe
MoPoe & Associates

Laurie Price
Lewis Machine & Tool

Kathleen Riley
MetroLINK

Child Development Advisory Committee Quad-Cities Campus

Julie Allen
Skip-A-Long Day Care Center

Ken Nickels
Black Hawk College

Marilyn Arp
Rock Island Head Start

Norma Splinter
Resource and Referral

Chris Bachelder
Black Hawk College

Amy Strandburg
Just Kids Child Care

Deb Bond
Just Kids Child Care

Leigh Egger
Project Now
Head Start/Home Start

Mary Girot
Just Kids Child Care

Kathy Granbois
Learning Tree

Alvina Hansen
Independent Early Childhood Consultant

Nicole Henry
Learning Tree

Debbie Hermies
Kids & Company

Rose Hernandez
United Township High School
Area Career Center

Monique Lampe
Project Now
Head Start/Home Start

Bruce LeBlanc
Black Hawk College

Debbie Lee
Western Illinois University

Catherine Melear
Black Hawk College

College for Kids Advisory Committee Outreach Center

Mike Daly
Jordan Catholic School

Matt DeBaene
Geneseo Middle School

Kirk Humphreys
Washington Jr. High School

Tammy Muerhoff
Rock Island County Regional Office of Education

LaVonne Peterson
East Moline School District 37

Deb Slothower
Riverdale Elementary School

Sancia Sommer
Glenview Middle School

COER/Networking Advisory Committee

Quad-Cities Campus

Josh Carlson
American Rental Association

Jan Dietz
Stefanini

Paul McShane
Black Hawk College

Robert Nelson
R. K. Dixon

Jim Strickland
Office Machine Consultants

Kevin Stutting
Shared IT

Steve Verhille
DCS Computer Services

Tom Walgren
Stefanini

Computer Specialist Advisory Committee

Quad-Cities Campus

Nathan Bignall
Modern Woodmen of America

Gayle Haun
Von Maur, Inc.

Jesse Inskeep
SAIC

Linda Keag
EBE Technologies

Patrick O'Lone
TownNews.com

Sean Pearson
Sedona Technologies

Mike Savely
American Rental Association

Adam Stemper
Von Maur, Inc.

Steve Verhille
DCS Computer Services

Tom Walgren
Stefanini

Dale Wells
Computer Repair Center

Jim Westwood
H&R Accounts

Engineering Technology Advisory Committee

Quad-Cities Campus

John Adkins
Simmers Crane Design & Services

Phil Banaszek
Rock Island County Board

Rick Bodnar
SSAB

Martin Calmer
Black Hawk College, retired

Don Catton
United Township High School
Area Career Center

Jim Clasen
Donohoo Steel Treating

Mike Cooke
SSAB

Bill Donohoo
Donohoo Steel Treating

Eric Faierson
Quad City Manufacturing Laboratory

Mike Fosbinder
Fosbinder Fabrication

Larry Gant
Johnson Sheet Metal

Bob Gaster
John Deere
Technology Center

Dale Gillette
Sivyer Steel Corporation

Al Gustafson
Ahern Fire Protection

Brian Guthrie
CAM/Control Application & Maintenance

Richard Henry
Black Hawk College, retired

Eric Johnson
John Deere
Technology Center

Jon Juarez
United Township High School
Area Career Center

Mike Kaas
Iowa Fluid Power

Cynthia Krist
ALCOA

John Ludwig
Carleton Life Support Systems

Scott Maki
McLaughlin Body Company

Don Maring
Williams White Company

John Mason
Rock Island Arsenal

Zack Meissen
ALCOA

Terry Murphy
City of Moline
South Slope Water Treatment Center

Richard Parsons
Frizzelle & Parsons Company

Anthony Ranson
Mehta Tech, Inc.

Rod Reinholdt
Quad City Testing Laboratory

Donald Schnauber
The Sedona Group

Larry Shimmin
United Township High School
Area Career Center

Terrance Thom
ALCOA

Scott Webster
John Deere
Global Crop Harvesting

Jon Weigle
Swan Engineering & Machine Company

Larry Wilson
Reynolds Manufacturing Company

Rob Zimmerman
Le Claire Manufacturing Company

Chris Zubroski
Donohoo Steel Treating

Fire Service Officer Advisory Committee

Quad Cities Campus

Chris Bachelder
Black Hawk College

Brian Barber
Moline Fire Department

Rob DeFrance
East Moline Fire Department

Joe Heim
Rock Island Arsenal

Bruce LeBlanc
Black Hawk College

Ken Nickels
Black Hawk College

Paul Schaecher
Kewanee Fire Department

Jeff Yearkey
Rock Island Fire Department

Health Information Management/Medical Assisting Advisory Committee Quad-Cities Campus

Nancy Adams

Genesis Health Group

Colton Anderson

Hammond-Henry Hospital

Colona Convenient Care Clinic

Yenae Anderson

Milan Medical Group

Kathy Burton

Princeton Family Physicians

Lindsay Heinrichs

Cardiovascular Medicine, P.C.

Johanne Hines

Genesis Medical Center

Illini Campus

Louise Johnson

GHS-Aledo

Rebecca Kline

Milan Medical Group

Kayla Truitt

Dr. Padma Pagadala, M.D.

Lisa Wymer

Dr. Rodney Simmer, D.C.

Vicki Zude

Robert Young Center

LAWN-CRJU Advisory Committee

Quad Cities Campus

Don Gano
Black Hawk College

Lt. Darren Gault
East Moline Police Department

Lt. Mark Hunssen
Davenport Police Department

Steve Lynn
Davenport Fire Department, retired

Black Hawk College

Jennifer Rice
Scott County, Iowa

Massage Advisory Committee

Quad-Cities Campus

Leatha Chapdelaine, L.M.T.
Massage Therapist, self-employed

Dino Hayz, L.M.T.
Massage Therapist, self-employed

Jennifer Johnson, L.M.T.
Black Hawk College

Sue Marcus, L.M.T.
Chicago Bears

Stephanie Scalf, L.M.T.
Massage Therapist

Chris Starman, L.M.T.
Massage Therapist

Black Hawk College

Dr. Jessica Weber, D.P.T
Genesis Medical Center

Paramedic/EMS Program Advisory Committee

Quad Cities Campus

Dianne Abels
Black Hawk College

Nick Border
Genesis Disaster Management
Rock Island Fire Department

Laura Carson
Genesis Medical Center
Illini Campus

Linda Frederiksen
Medic EMS

Nancy Frederiksen, R.N.
UnityPoint Health
Trinity

Dr. Wayne Gallops
Genesis Medical Center
Illini Campus

Mark Guthrie, E.M.T.-P.
Genesis Medical Center
Illini Ambulance

Jim Hawkes
Black Hawk College
Genesis Medical Center
Illini Ambulance

Elizabeth Heggen
Genesis Medical Center
Illini Ambulance

Brian Jacobsen
Davenport Fire Department

Jane Keag, P.H.R.N.
Erie Ambulance

Scott Ketner, E.M.T.-P.
Genesis Medical Center
Illini Ambulance

Aaron Mahieu
Black Hawk College, graduate

Chad Miner, E.M.T.-P.
Black Hawk College

Genesis Medical Center
Illini Ambulance

Betsey Morthland
Black Hawk College

Trent Mull, R.N., E.M.T.-P.
UnityPoint Health
Trinity

Brian Payne, E.M.T.-P.
Genesis Medical Center
Illini Ambulance

Joe Schmieder, F.F., N.R.E.M.T.-P.
Rock Island Fire Department

Ike Sederstrom
Moline Fire Department

Melinda Sheehan
Black Hawk College, graduate

Pat Short
Black Hawk College

Genesis Medical Center
Illini Ambulance

Tom Sheets
Bettendorf Fire Department

Adam Sowell, N.R.E.M.T. P., C.C.P.
UnityPoint Health
Trinity

Lew Steinbrecher
City of Moline

Brandon Tomlin
Moline Fire Department

Zachary Taulbee
AMT Ambulance Service

Lt. Sue Vallejo
Rock Island Fire Department

Jim Versluis
Moline Fire Department

CeCe Walton
UnityPoint Health
Trinity

Chris Webster, C.C.P., N.R.E.M.T.-P.
Black Hawk College

Genesis Medical Center
Illini Campus

Bette Wigand, R.N., T.N.S., M.A.
Genesis Medical Center
Illini Campus

Karen Wilson, M.S.N., R.N.
Black Hawk College

Physical Therapist Assistant Advisory Committee Quad-Cities Campus

Lucian Anghel
Genesis Medical Center

Margaret Carton
Twin Rivers Physical Therapy

Mike Haidsiak
UnityPoint Health
Trinity

Kristi Leverenz
Friendship Manor

Greg Munson
Rock Valley Physical Therapy

Nettie Nice-Fogel
Rock Valley Physical Therapy

Kristin Ryan
Genesis Medical Center
Illini Campus

Julie Simmer
Genesis Medical Center

Jason Strang
Plaza Physical Therapy

Practical Nursing Advisory Committee

Quad-Cities Campus

Karen Baber, R.N., M.S.N.
Black Hawk College

Cheryl Ballantyne, R.N., B.S.N.
Black Hawk College

Deb Becht, L.P.N., R.N., M.S.N., F.N.P.-B.C.
Good Samaritan Free Clinic

Pamela Berenger, L.P.N.
Intouch Adult Day Services of LSSI

Mary Bivens, R.N., B.S.N.
Intouch Adult Day Services of LSSI

Rita Buckley R.N., B.S.N.
Genesis Medical Center
Illini Campus

Beth Claeys, B.S.N., M.S.
Illini Restorative Care

Angela Czubara, R.N., B.S.N.
Black Hawk College

Kathy Dusthimer, R.N., M.S.N., F.N.P.-B.C.
Black Hawk College

Daniel Garcia, R.N., M.S.N.
Black Hawk College

Linda Guebert, R.N., M.S.
UnityPoint Health
Trinity

Kim Hurley, R.N., M.S.N.
Black Hawk College

Jody Lindstrom, R.N., B.S.N.
Black Hawk College

Bonne Lorenzen
Independent Consultant

Betsey Morthland
Black Hawk College

Carol Near, L.P.N., R.N.
Genesis Medical Center
Illini Campus

Jodie Robinson, R.N., B.S.N.
Black Hawk College

Julie Sambdman Manthis
Friendship Manor

Stephanie Valdes, R.N., M.S.N.
Black Hawk College, retired

Professional and Continuing Education (PaCE) Advisory Committee Outreach Center

Amy Behm
Black Hawk College

Ryan Bobst
Quad City Career Connection

Brenda Brown
Black Hawk College

Barb Courville
Black Hawk College

Pam Davies
Black Hawk College

Louise Getz
Cream of the Country Show
Black Hawk College, retired

Liz Hartman
Trillium

Anne Pauly
Genesis Medical Center

Cathy Rochau
Quad City Airport

Holly Smith
Black Hawk College

Sheila Walker
Modern Woodmen of America

Veterinary Technology Advisory Committee East Campus

Tiffany Bohlman, D.V.M.
Veterinarian

Mallory Swanson
Kewanee High School

Drew Cotton
Black Hawk College

Michael Thomas, D.V.M.
Teegarden Veterinary Clinic

Chanda Dowell
Black Hawk College

Michelle VanOpdorp, R.V.T.
Maple Ridge Veterinary Cllinic

Barney Gehl
Pfizer, Inc.

John Goeckner
Midwest Veterinary Supply

Bill Good
Black Hawk College

Donna Irvin
Black Hawk College

Ray Jacobs
Black Hawk College

Peggy Jennings, C.V.T.
Dunlap Veterinary Services

Darcy Jeffries
Black Hawk College

Janet Johnson, C.V.T.
Teegarden Veterinary Clinic

Chris Jurgensen, C.V.T.

Ann Larson
Librarian, retired

Trish Main
Galva High School

Dana Miller, D.V.M.
Miller Veterinarian Service

Katie Rushing-Anderson
Black Hawk College

Visual Communication Advisory Committee

Quad Cities Campus

Mark Carlson
Carlson Creative Images

Black Hawk College

Rich Farrar
The Brandt Company

Randy Justis
Boyd-Fitzgerald Imaging Solutions

Joe Kelley
Quad City Times

Diane Lamacki
GraphixOne Marketing & Design

Paul Lange
Illustrator

Black Hawk College

Paul Lunnenberg
WGB

Dick Oberg
Oberg Studios

Black Hawk College

Zaiga Thorson
Black Hawk College

Welding Advisory Committee

East Campus

Jason Art - Account Manager
Airgas, Galesburg, IL

Steve Campbell – Technical Representative
Lincoln Electric, Davenport, IA

Brad DeWolfe – Welding Instructor
Black Hawk College

Raymond Long
S J Smith, Peoria, IL

Rick Oran – Business Agent
Plumbers and Pipefitters Local #25, Rock Island, IL

Shawn Vincel – District Manager
Lincoln Electric, Davenport, IA

Mark Washburn – Welding Instructor
Black Hawk College

ILLINOIS SMALL BUSINESS DEVELOPMENT CENTER
IL SBDC/INTERNATIONAL TRADE CENTER
IL PROCUREMENT TECHNICAL ASSISTANCE CENTER
NETWORK ADVISORY BOARD

ADVISORY BOARD MEMBERS

PERMANENT POSITIONS:

Black Hawk College, President	Dr. Thomas Baynum
Black Hawk College Vice President for Instruction	Dr. Bettie A. Truitt
BHC Interim Dean of Business Development & Technology	David Murray
BHC/SBDC, Director	Joel Youngs
BHC/ITC, Director	Michelle Lewis
BHC/PTAC, Director	Vicky Miller
Bi-State Regional Commission	Donna Moritz
City of Aledo	Kathy Albert
City of Moline	Pat Burke
City of Rock Island	Mary Chappell
City of Silvis	Jim Grafton
DCEO	Tom Becker
DCEO	Sheri Ericson
Geneseo Chamber of Commerce	Brian DeJohn
Quad Cities Chamber of Commerce	Paul Rumler
Kewanee Chamber of Commerce	Mark Mikenas
Kewanee Economic Development Corp	Russell Medley
University of Illinois Extension	Jenny Garner
SCORE	Willie Ellis
U.S. Department of Commerce, EAC	Patrick Hope
Village of Coal Valley	Alan Wilson
Village of Milan	Annette Ernst

PRESENT MEMBERS

Augustana College	Douglas Tschopp	'11 thru 2013
Saint Ambrose University	Patrick OLeary	'08 thru 2013
Group O	Alfred Ramirez	'11 thru 2013
US Army Corps of Engineers	Doug Davis	'08 thru 2013
Roxanne Steffens Consulting	Roxanne Steffens	'06 thru 2014
Southeast National Bank	Terry Esch	'98 thru 2014
Paul Nagovan Consulting	Paul Nagovan	'98 thru 2014
Molten Splendor	Deb Petersen	'09 thru 2014
Western Illinois University	Emeric Solymossy	'06 thru 2014
The National Bank	Victor Rothbardt	'12 thru 2014
U. S. Bank	Sue Skorepa	'05 thru 2015
Black Hawk State Bank	Dave Emerick	'03 thru 2015
Carmen's Jewelry	Carmen Fuentes	'03 thru 2015
Moens Law Office	Thomas Moens	'00 thru 2015
JTM Concepts	Jan Masamoto	'04 thru 2015
Collision Repair Center	Myron Hazen	'95 thru 2015
Rock Island Arsenal Consultant	Alan Kruse	'01 thru 2015
Honsa Technologies	Tom Honsa	'01 thru 2015

BLACK HAWK COLLEGE BOARD REPORT

Board Report #8558
October 17, 2013

NON-RENEWAL OF AGREEMENT BETWEEN BLACK HAWK COLLEGE AND EASTERN IOWA COMMUNITY COLLEGE DISTRICT (EICCD) FOR RECIPROCITY OF CAREER PROGRAMS

REPORT: Since January of 1975, an educational agreement approved by the Board of Trustees has been in effect with Eastern Iowa Community College District at its Scott Community College (SCC) campus located in Bettendorf, Iowa. This program was designed to enable students to enroll in career programs not offered at their home college.

Since that time, the state of Illinois has provided additional access options for career programming by creating the Community College Educational Agreement (June 2007) - Comprehensive Agreement Regarding the Expansion of Educational Resources (C.A.R.E.E.R.). This chargeback agreement allows for students in the state of Illinois to have access to affordable career programs not offered at their home institutions. Twenty-eight community colleges currently are a part of this agreement.

Due to mounting constraints on the Black Hawk College budget and a multitude of administrative inefficiencies brought about by two separate institutions under guidelines from two separate state higher education systems (that ultimately resulted in an audit finding this year), we feel that participation in this agreement is no longer beneficial for BHC.

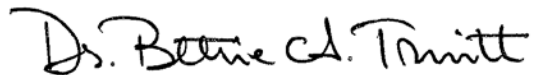
Furthermore, newly planned and executed programs at EICCD will likely decrease EICCD student participation in BHC classes, thus compounding the negative financial impact of the program. BHC plans to focus on creating additional career programs to offset those that we will be giving up due to not renewing this agreement.

Attached to this Board Report are: (a) a Revenue to Expense Analysis for FY04-FY13, prepared by the Finance Department; (b) a conceptual proposal from the Vice President of Instruction to "phase out" the program (with draft letters to Iowa and Illinois students currently in the program); and, (c) a list of concerns compiled by the Vice President for Instruction from the Bursar/Office of Finance, Registrar, Office of Instruction, Advising/Office of Student Services, and the Office of Planning and Institutional Effectiveness. Also, a copy of the most recent (July 1, 2012 – June 30, 2013) agreement is attached.

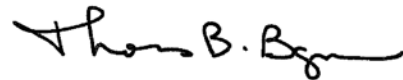
RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees approves the administration to move forward with the non-renewal of the EICCD/SCC Reciprocity Agreement which expired on June 30, 2013.

Reviewed and Prepared by:



Bettie A. Truitt, Ph.D.
Vice President for Instructional Services



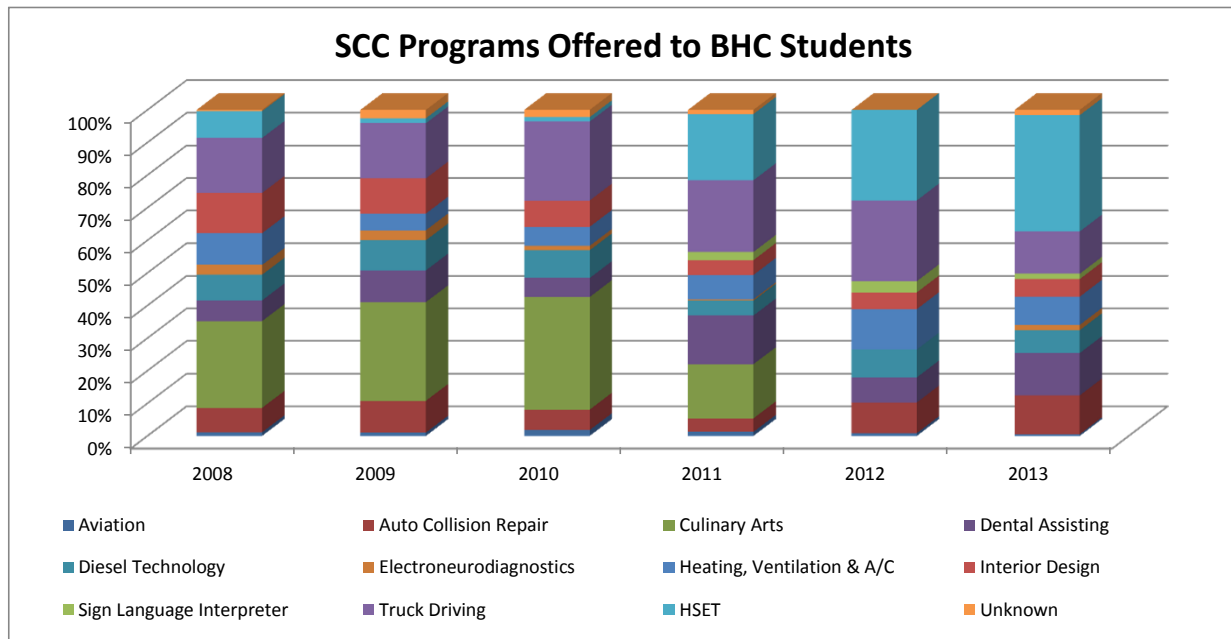
Thomas B. Baynum, Ed.D.
President

Scott Community College Reciprocity Agreement Revenue to Expense Analysis FY08 - FY13

	FY08	FY09	FY10	FY11	FY12	FY13	Total
Revenue							
Tuition ¹	\$ 41,342	\$ 61,802	\$ 55,254	\$ 46,967	\$ 47,485	\$ 52,982	\$ 305,833
Tech Fee ²	6,127	5,012	7,691	8,840	9,775	14,068	51,512
Total Revenue	47,469	66,814	62,944	55,807	57,260	67,050	357,345
Expense							
Tuition ²	153,794	108,216	139,045	167,589	179,270	183,774	931,687
Auxiliary Fee ²	4,044	2,799	3,572	5,894	5,990	3,813	26,111
Total Expense	157,838	111,015	142,617	173,482	185,259	187,587	957,798
Net Income (loss)	\$ (110,369)	\$ (44,200)	\$ (79,673)	\$ (117,675)	\$ (127,999)	\$ (120,537)	\$ (600,453)
# of Students Attending BHC:	67	65	57	42	43	37	311
# of Students Attending SCC:	267	195	223	241	234	185	1,345

Notes:

- 1) Tuition revenue received from Scott Community College for students attending Black Hawk College
- 2) Tuition and auxiliary fees collected at Black Hawk College and then paid to Scott Community College for the students attending Scott Community College. Technology fees are recognized as revenue by Black Hawk College
- 3) Figures above do not include apportionment revenue generated or indirect expenses incurred by Black Hawk College.



Black Hawk College Proposal for Phase-Out

The proposed phase-out of the Agreement focuses on meeting the needs of students currently in the pipeline. How do we best meet students' needs?

BHC provides a tuition rate for Iowa students living in Clinton, Louisa, Muscatine or Scott Counties in Iowa. This rate is \$149, \$34 higher than the \$115 in district rate. The SCC students that are currently enrolled at BHC would continue to receive in district tuition rate for a reasonable* amount of semesters in order to complete their program at BHC. A letter of explanation would be sent directly to the student the week of October 14th.

The students that are currently enrolled at SCC would continue to receive in district tuition rate for a reasonable* amount of semesters in order to complete their program as SCC. A letter of explanation would be sent directly to the student the week of October 14th.

As the current agreement expired in June 30, 2013, no new students would be enrolled during Fall 2013 registration (begins in November).

The following offices and individuals have been in communication with Instruction to formalize the details of this plan:

Office of Finance/ Bursars Office -VP Leslie Anderson, Jeremy Esch, Cheryl Beaver

Registrar's Office-Registrar Sandi Gieson, Caryn Rose, Kari Yost

Office of Instruction-VP Dr. Bettie Truitt, Kathleen Raisbeck, Lisa Oberg

Office of Student Services-VP Dr. Dick Vallandingham, Dr. Kim Armstrong

Advising-Darcie Stearns, Coleman Harris

Office of Planning and Institutional Effectiveness-Kathy Malcolm, Dale Huntley

*All students enrolled in a particular BHC program were looked at to find the student with the greatest amount of time needed to finish a program. This time line would then be afforded to all students enrolled in that particular program.

Dear Student:

We regret to inform you that the Cooperative Program contract between Black Hawk College and Scott Community College officially expired on June 30, 2013. Starting with the Spring 2014 Semester, we will no longer accept new students into the Cooperative Program.

What this means to you as a current co-op student:

- Black Hawk College will continue to honor the in-state tuition rate that was offered to you when you began the _____ Program. This tuition rate will be available to you through the _____ Semester. This time period will allow you ample time to complete all of the required courses and enter the workforce in your chosen field.
- If for some reason you choose to not complete your classes within the time given, you may transfer to Scott Community College and complete your Program directly through Scott as an out-of-state student.
- In order to continue in the Program, all financial obligations must be paid in accordance with published payment due dates. \$25 late fees will be added to all past due accounts. A financial hold will also be placed on the account until the balance is paid in full, preventing any further registration. Contact the Bursar's Office at 309-796-5200 for all payment questions.

Please be assured that if you complete the Program you have already started as a cooperative student through Black Hawk College by _____ you will continue to receive our in-district tuition rate. We appreciate your patience and apologize for any inconvenience. If you have any questions, please contact Coleman Harris at 309-796-5179 or Caryn Rose at 309-796-5155.

Very truly yours,

Sandi Gieson, Registrar

Dear Student:

We regret to inform you that the Cooperative Program contract between Black Hawk College and Scott Community College officially expired on June 30, 2013. Beginning with the Spring 2014 Semester, we will no longer accept new students through the Scott Cooperative Program at the BHC in-district tuition rate.

What this means to you as a current co-op student:

- Black Hawk College will continue to honor the in-state tuition rate that was offered to you when you began the _____ Program. This tuition rate will be available to you through the _____ Semester. This time period will allow you ample time to complete all of the required courses and enter the workforce in your chosen field.
- During this time, all financial obligations must be paid in accordance with published payment due dates at Scott Community College.
- If for some reason you choose to not complete your classes within the time given, you may continue your program at BHC at the special rate of \$149 per credit hour available to Iowa residents living in Clinton, Louisa, Muscatine or Scott Counties. This represents a savings of \$75 per credit hour charged to our other out-of-state residents.

Please be assured that if you complete the Program you have already started as a cooperative student through Black Hawk College by _____ you will continue to receive our in-district tuition rate.

We appreciate your patience and apologize for any inconvenience. If you have any questions, please contact Coleman Harris at 309-796-5179 or Caryn Rose at 309-796-5155.

Very truly yours,

Sandi Gieson, Registrar

Ongoing BHC Concerns Regarding Reciprocity Agreement with EICCD/Scott Community College

Proposal is to not renew the agreement effective July 1, 2013 based on reasons cited below:

- A 2013 Audit finding from WIPFLI CPAs and Consultants that Black Hawk College was not in compliance with claiming reimbursement for a student that had not attended HUM 105S, a coop class taught at SCC. Due to Scott CC not complying with BHC's drop policy as outlined in the agreement, this student was claimed for apportionment although he had never attended class.
- The original intent of the agreement was for students to take all general education courses at BHC and focus specific courses at SCC. This has switched to students taking all courses at SCC.
- BHC's Registrar office concerns involving rosters not including section numbers, grade and attendance rosters turned in late after multiple attempts at contacting SCC, student social security numbers being sent via email, and late CRN numbers due to delayed fall registrations that result in not having the numbers until after payment due date.
- Instruction concerns with course and program information not being timely and accurate. These errors and delays result in multiple submissions to ICCB.
- On May 1, 2013, BHC Office of Instruction sent a list of additional BHC programs to be included in the upcoming 2013 agreement-no response. On May 13, 2013, Instruction emailed Dean Coogan requesting a response-no response. These communications were sent in an attempt to meet the BHC June Board meeting deadlines. On June 21, 2013, Dr. Truitt emailed Dean Coogan requesting a response in order to try for August Board meeting as the BHC Board does not meet in July. A response from Dean Coogan was received on June 27, 2013, containing the programs that SCC wanted to add for Fall. All of these programs needed to be submitted for ICCB approval as they were all NEW. At this time, Dr. Truitt began holding meetings with various BHC offices to gather input on the processes for the reciprocity agreement.
- Finance office concerns involving multiple attempts (May 2012, June 2012, July 2012, August 2012, and September 2012) requesting payment for Fall 2011 and Spring 2012 bookstore charges-no response. November 2012 contacted SCC accounts payable to track payment of bookstore charges, response was they were trying to contact the bursar's office and we were given the name of the Dean of Operations to assist. Finance office contacted the Dean requesting payment. Payment was received February 11, 2013 for Fall 2011 and Spring 2012 bookstore charges.
- Bursar's office invoices SCC on 10th day of the semester, payment due on receipt-SCC pays BHC when the semester is over.

- Several issues with SCC's billing, including students that BHC has not registered, students that BHC has dropped but SCC has not, students that SCC has dropped at 100% when the drop date is clearly within a 75%, 50%, or 0% time frame.

**EDUCATIONAL SERVICES AGREEMENT
BETWEEN
ILLINOIS COMMUNITY COLLEGE DISTRICT 503 (BLACK HAWK COLLEGE) (BHC)
AND
EASTERN IOWA COMMUNITY COLLEGE DISTRICT (MERGED AREA IX)
(hereinafter "EICCD")
July 1, 2012 – June 30, 2013**

I. INTRODUCTION

WHEREAS, EICCD, at its Scott Community College campus located in Bettendorf, Iowa, and Black Hawk College (BHC) at its Moline and Kewanee campuses, Illinois, have ongoing educational programs in operation in which the enrollment does not always reach the maximum class capacity; and

WHEREAS, these educational programs are now open on a restricted basis to Illinois and Iowa students who are willing to pay out-of-state tuition; and

WHEREAS, many Illinois students who live in the geographic area near the Scott Community College campus and many Iowa students who live near the Black Hawk College campus are interested in attending that adjacent institution; and

WHEREAS, certain Iowa students might be interested in enrolling in career programs which are not offered at Scott Community College, or the other colleges of the Eastern Iowa Community College District (EICCD), but are offered by Black Hawk College; and

WHEREAS, certain Illinois students might be interested in enrolling in career programs which are not offered at Black Hawk College but are offered at Scott Community College; and

WHEREAS, certain factors make it desirable for Black Hawk College and Scott Community College to extend educational services at the present time to specified groups of students under clearly outlined contractual arrangements between the two institutions; and

WHEREAS, the boards of both college districts seek to serve the career education needs of their residents at a minimum cost;

NOW, THEREFORE, BE IT RESOLVED that a contract is hereby drawn between these two educational institutions, the conditions of the contract being as follows:

- A. This contract is governed by the provisions of Chapter 28E and 280A of the Code of Iowa and the Illinois Revised Statutes 1991, Chapter 122, and Article X of the 1970 Constitution of Illinois, and is subject to the limitations therein.
- B. This contract does not create a separate legal or administrative entity but is entered into between the Board of Trustees of Illinois Community College District 503 (Black Hawk College), Moline, Illinois, and the Board of Directors of Eastern Iowa Community College District (Merged Area

IX), Davenport, Iowa, and will be governed by the joint Boards of the aforesaid entities. This contract does not envision acquiring, holding or disposing of real or personal property.

- C. This contract term is in effect for a one-year period from July 1, 2012, through June 30, 2013. Any student beginning an enrollment term that ends beyond June 30, 2013, will be allowed to complete a course(s) under this agreement.
- D. This Contract may be renewed by the mutual agreement of the parties.
- E. Any resident of Black Hawk College District 503 who is approved by BHC may enroll at Scott Community College in one of the following programs: Auto Collision Repair Technology; Culinary Arts; Dental Assisting; Diesel Technology; Health Safety and Environmental Technology (HSET); Heating, Ventilating & Air Conditioning; Interior Design; Interpreter Training Program (discontinued after current students complete); and, Truck Driving. The contractual agreements will be conducted in accordance with the general provisions for Black Hawk College District 503 and the appropriate specific categorical procedures stated in this contract.
- F. Any resident of EICCD who is approved by EICCD may enroll at Black Hawk College in one of the following programs: Equestrian Science Technology; Fire Service Officer; Horse Science Technology; International Trade; Law Enforcement (AAS or Certificate option only); Massage Therapy and Bodywork; and Physical Therapy Assistant (PTA). The contractual arrangement will be conducted in accordance with general provisions for EICCD and the appropriate specific procedures stated in this contract.

II. STUDENT QUALIFICATIONS

- A. Any Black Hawk College student who, through prescribed contractual agreement, is enrolled by BHC in one of the aforementioned programs.
- B. Any EICCD student who, through prescribed contractual agreement, is enrolled by EICCD in one of the aforementioned programs.

III. SPECIFIC CATEGORICAL PROCEDURES

- A. Black Hawk College students will pay the BHC in-district resident tuition rate.
- B. EICCD students will pay the EICCD in-district resident tuition rate.
- C. Black Hawk College will pay EICCD for educational services at the EICCD in-district resident tuition rate for each semester hour of credit attempted under the terms of this agreement, plus mutually agreed upon fees.
- D. EICCD will pay BHC for educational services at the BHC in-district resident tuition rate for credit attempted under the terms of this agreement, plus mutually agreed upon fees.
- E. Students will pay tuition and all fees charged for any courses taken by the home and host institutions at their home institution.
- F. When tuition and fees change at either institution, the Business Office/Bursar must communicate the change within ten (10) days to the Business Office/Bursar at the reciprocity college.

IV. GENERAL PROVISIONS FOR BLACK HAWK COLLEGE STUDENTS WHO ARE ATTENDING SCOTT COMMUNITY COLLEGE AND FOR EICCD STUDENTS WHO ARE ATTENDING BLACK HAWK COLLEGE

- A. Tuition refunds for students enrolling, who for any reason discontinue attendance at either host college during any particular academic term, will be made in accordance with host college's tuition refund policy, based on the date the student withdrew. For such instances, the tuition refund will be paid directly to the student.
- B. Students who fail to comply with proper enrollment procedures may be subject to additional fees, such as cost of lost apportionment due to late or lack of proper enrollment.
- C. Each institution agrees to comply with attendance verification processes as required by each college's state regulations. EICCD agrees to comply with Illinois required mid-term roster verification process.
- D. Educational services fee billings to each institution will be based upon each student's status as of the tenth (10th) day for the fall and spring terms and the fifth (5th) day for the summer term at each respective institution. All institutional corrections to enrollment data will be made within the two (2) weeks following tenth or fifth day following each institution's start date.
- E. Each institution may extend financial aid to its own students covered by this contract, but is in no way obligated to do so. Financial aid funds will be awarded and disbursed according to each institution's policy and procedures. The home college may claim state and federal funds for its students attending a host college under this contract without interference of the host college.
- F. Students covered by this contract will be governed by the board policies, administrative regulations, campus and classroom rules as established by the host college. Students will also adhere to the policies and administrative regulations of the Educational Services Agreement as mutually accepted by BHC and EICCD.
- G. Grades and hours of credit issued for course work as listed on the agreed upon course master file and taken by students covered by this contract will be processed in a manner similar to that being used for students in general attending respective host colleges; however, credits granted for such course work will be the responsibility of each home college's registrar within ten (10) days following the close of the term.
- H. Each host college will keep a permanent record on each student for student advising and counseling purposes; however, maintenance of an official transcript on each student will be the responsibility of the home college except in the Physical Therapy Assistant (PTA) program where Black Hawk College shall serve as the registrar of record.
- I. Each institution will submit final grades within timeline prescribed by host college providing instruction. Students completing program requirements for programs covered by this contract may, at their discretion, participate in host college and home college commencement exercises; however, earned degrees and diplomas will be provided and granted by the home college unless the student submits a request for degree to be granted by the host college. (The exception will be

PTA graduates from EICCD will receive their degrees and official transcripts from Black Hawk College.)

- J. Each host college agrees to provide educational, advising, counseling, and administrative services for hosted students, unless otherwise specified in this contract, on the same basis that said services are provided to home students.
- K. Hosted students served under this contract will have the same admission, class selection, and attendance privileges as the home students. Enrollment may be limited to five hosted students per course/program, depending upon seat availability. (In PTA, enrollments may be limited to four.)
- L. Hosted students will pay appropriate graduation fees for their home college and, if choosing to participate in host college's commencement, the appropriate graduation fee of the host college.
- M. Students will pay any miscellaneous fees as assessed by the host college that are assessed to students in general. Such as:
 - 1. Laboratory fee
 - 2. Technology/computer user fee
 - 3. Textbooks, materials
 - 4. Tool kits, uniform rental and supplies—where applicable
 - 5. Student insurance
 - 6. Online fees
 - 7. OtherThese fees will be paid at the home institution.
- N. Each college agrees to pay the other college the term billing for educational services including appropriate bookstore vouchers provided within thirty (30) days of the receipt of each term billing, based on tenth (10th) day corrected enrollment data for the fall and spring terms and the fifth (5th) day for the summer term. Billings can be processed any time after thirty (30) days from the start of the term. An itemized statement must accompany the payment, including student's name, student identification and term of enrollment.
- O. Students attending a host college under this contract will be permitted to participate in all co-curricular activities at the host college, provided the appropriate student fee has been paid.
- P. The veteran's status (full-time, three-fourths, or one-half time) for a student must be the same at the home college as it is at the host college. The host college must immediately report to the home college in writing all adds and drops that cause a student's status to change to prevent overpayment of benefits.
- Q. Requests from high schools in the home district for visitation by host college officials will be scheduled in cooperation with home college officials.
- R. Students currently enrolled in high school, who have not completed their secondary education prior to initial college term enrollment, are not eligible to participate in this cooperative agreement.

- S. Either BHC or EICCD may, at its discretion, either separately or jointly, make application for and receive private, state, federal, or foundation grants for the purpose of furthering the educational goals of this contract; however, any such application must not alter the ability of either institution to receive state funds for their students even though educational services are being provided on a contract basis by the other institution.
- T. In recognition of the time requirements involved in obtaining state approval for course and/or curricular changes, each institution will give immediate notice to the other prior to any changes in programs covered by this contract. Such changes will be processed prior to the start of the term in which the curricular change is to take place in order for students to be enrolled.
- U. Assessment tests administered by Black Hawk College will be accepted by EICCD and will be valid for placement into Scott Community College programs. Assessment Tests administered [by or accepted by i.e., ACT] EICCD will be accepted by Black Hawk College and will be valid for placement with BHC. If assessment is necessary students should take the COMPASS assessment at the host college.
- V. ANY UNFORESEEN PROBLEMS ARISING FROM THIS CONTRACT WILL BE MUTUALLY RESOLVED BY OFFICIALS OF BHC AND EICCD.

V. NOTIFICATION

EICCD does not discriminate on the basis of race, color, religion, sex, national origin, handicap or age in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of its educational programs as specified by federal laws and regulations. The coordinator of compliance at EICCD is Lana Dettbarn at 563-336-3336.

BHC will make all educational and personnel decisions without regard to race, color, religion, gender, sexual orientation, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, or status as a disabled veteran or Vietnam veteran, except as specifically exempted by law. The coordinator of compliance at BHC is Jo Johnson, 309-796-5005.

ASSURANCE STATEMENT

It shall be agreed that parties participating in this program will not discriminate in employment opportunities on the basis of race, color, religion, sex, sexual orientation, national origin, handicap or age.

This agreement is subject to the limitation as prescribed by the rules and regulations of the Illinois Community College Board or the State of Iowa Department of Education.

ILLINOIS COMMUNITY COLLEGE DISTRICT
503 (BLACK HAWK COLLEGE)

By Thomas B. Baynum
Thomas B. Baynum, President

Date Aug. 16, 2012

EASTERN IOWA COMMUNITY COLLEGE
DISTRICT (MERGED AREA IX)

By Donald S. Doucette
Donald S. Doucette, Chancellor

Date 3-11-13

Host College is the college providing instruction. Home College is the college in the state of student's residence.

BHC -- j:\admin files\vpis\eiccd - 12-13

**BLACK HAWK COLLEGE
BOARD REPORT**

Board Report #8559
October 17, 2013

**HEALTH INSURANCE CHANGES FOR COLLEGE
EMPLOYEES AND COVERED RETIREES**

REPORT: Current union contract language requires changes to the health insurance plan design effective January 1, 2014.

The changes recommended with this Board Report are to be in effect for all covered employees as well as those retirees and covered dependents remaining on the College plan from previous retirement agreements (pre-1997). Due to work done by the Insurance Oversight Committee (IOC), which includes representatives from all represented and unrepresented employee groups, a recommendation has been brought forward to the Board that incorporates several plan design changes that will satisfy current contract requirements. The changes will take effect on January 1, 2014.

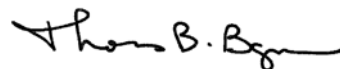
The changes recommended have been developed by the IOC and reviewed by the Labor Management Council. The process that is being followed requires Board approval of the IOC recommendations and the subsequent approval by all the represented groups (IFT, UAW, and IEA). The attached memo from the IOC details the plan design changes.

It is to be noted that these plan design changes only account for half of the projected increase in future premiums and do not address other substantial increases in the College's health insurance liability. The remainder of the increases, as per collective bargaining contracts, are to be covered by the College.

RECOMMENDATION:

It is the recommendation of the College President that the Board of Trustees approves the changes in health insurance plan design as described in the attached proposal from the Insurance Oversight Committee to be effective January 1, 2014, for all covered employees, covered retirees, and their dependents;

Reviewed and Prepared by:



Dr. Thomas B. Baynum
President



MEMORANDUM
INSURANCE OVERSIGHT COMMITTEE

October 8, 2013

To: Black Hawk College Board of Trustees

From: Black Hawk College Insurance Oversight Committee

Re: Plan Design Recommendation

The Insurance Oversight Committee (IOC) is tasked with maintaining one health insurance plan, one College oversight mechanism, and to provide quality and affordable insurance to its members without creating an undue burden on College finances. One of its goals is to ensure long-term continuation of the Plan by striving to maintain costs at affordable levels for both the College and the participants. Biennially, IOC is tasked with reviewing plan utilization and making plan design changes to compensate for projected cost increases. This review determined that plan design changes totaling \$323,525.14 were required. The IOC recommends the following plan design changes:

- a) Increase the co-pay for an ER visit from \$50 to \$150. (estimated savings to plan \$34,100)
- b) Increase the co-pay for specialty drugs from \$20 to \$100. (estimated savings to plan \$7,760)
- c) Decrease the maximum basic benefit from \$3,833 to \$3,400. (estimated savings to plan \$44,436)
- d) Increase the co-pay for Brand name prescriptions from \$20 to \$30. (estimated savings to plan \$134,670)
- e) Increase employee cost-share by pre-negotiated amounts. (estimated savings to plan \$14,700)

Further savings to the plan include:

- a) Additional discounts from Genesis Health Systems. (estimated savings to plan \$82,742)
- b) Actuary services provided by Third Party Administrator. (estimated savings to plan \$1,800)
- c) Specialty drug cost savings utilizing LDI. (estimated savings to plan \$10,500)

The IOC recommends the following plan design changes which will result in additional savings to the plan:

- a) Increase the out of pocket maximum to \$1,600 (2014) and to \$2,100 (2015) in order to account for the inclusion of all copays under the Affordable Care Act.
- b) Include a Working Spouse Insurance provision.
- c) Increase the co-pay for 90 day supply prescriptions to \$30 (generic) and \$90 (brand).
- d) Eliminate mail order prescriptions.

Implementing the preceding plan design changes result in a total estimated savings to the plan of three hundred thirty thousand seven hundred eight dollars (\$330,708).

2013 IOC SAVINGS

Associated Item on BOT Memo	Cost Savings Measure	Current Co-pay	Proposed Co-pay	Increase	# of Occurrences for 10/01/10-09/30/11	# of Occurrences for 10/01/11-09/30/12	Savings
a)	Increase co-pay for ER Visits	\$50.00	\$150.00	\$100.00	189	152	\$34,100.00
b)	Increase co-pay for Speciality Drugs	\$ 20.00	\$ 100.00	\$ 80.00	32	65	\$7,760.00
c)	Decrease the Maximum Basic Benefit	\$ 3,883.00	\$ 3,400.00	\$ 483.00	62	30	\$44,436.00
d)	Increase co-pay for Brand Name Prescriptions	\$20	\$30	\$10	8664	4803	\$134,670.00
e)	Pre-negotiated Increase in Employee Cost Share			\$ 3.50		350	\$14,700.00
		Charges	25% Discount	30% Discount			
a)	Additional Discounts from Genesis 10/1/10 to 9/30/11	\$865,329.65	\$216,332.41	\$259,598.90			\$43,266.48
a)	Additional Discounts from Genesis 10/1/11 to 9/30/12	\$789,531.70	\$197,382.93	\$236,859.51			\$39,476.59
b)	Actuary Services Provided by TPA						\$1,800.00
c)	Speciality Drugs Cost Savings Utilizing LDI				32	65	\$10,500.00
	Total of current options:						\$330,709.07
	Reduction Goal:						\$323,525.14
	Additional Reduction Achieved:						\$7,183.93

President's Activities: September 1 - September 30, 2013

Date	Meeting	Subject
Tuesday-Friday, September 3-6	Vacation	
Friday, September 6	QC Foundation Reception	Foundation Reception to Welcome BHC Foundation Director
Monday, September 9	Barb Greim, Adjunct Faculty Unit	Personnel Issue
	Galva Rotary	Meet with Galva Rotary Members as guest of Trustee Black
	Capital Committee Meeting	Regular Bi-Monthly Meeting
Tuesday, September 10	Bob McChurch	Quad Cities Facilities Department Meeting Weekly Meeting
	David Emerick, Dorothy Beck	Board Agenda Planning Meeting for September Meeting
	Leslie Anderson	Finance Division Update
	Karen Boyd	Human Resources Update
	Jon Looney	ITS Department update
	Build-to-Suit, Gere/Dismer, BHC Personnel	Coordination and Communication Meeting- Adult Learning Center
	Bettie Truitt	Instructional Services Division Update
Wednesday, September 11	John Meineke	Public Relations and Marketing Department update
	Kathy Malcolm	HLC Compliance Report update
	Labor Management Council	Monthly Meeting
	Matt Pappas	Reception for Cam Davidson
Thursday, September 12	Karen Boyd	SURS Return to Work Process Implementation
	Dan Rutherford, Illinois State Treasurer	Campus Visit
	Doug Hoenig	Health Science Center Briefing
	President's Cabinet	Regular Bi-Monthly Meeting
Friday, September 13	Illinois Community College President's Council	Quarterly Meeting
	Illinois Community College Trustees Association	Dr. Gary Davis, How Should Community College Trustees Lead
Saturday, September 14	Illinois Community College Trustees Association	Board of Representatives Quarterly Meeting
Tuesday, September 17	Bob McChurch	Quad Cities Facilities Department Meeting Weekly Meeting
	Bettie Truitt, Doug Hoenig, Betsey Morthland	Health Science Center Briefing
	Administrative Council	Inaugural Meeting of Administrative Council, Directors
	Diane Fall, Bettie Truitt	Illinois Community College Board Planning Meeting
	East Campus Foundation	September Meeting
Wednesday, September 18	Matt Pappas	Legal Council Update
	BHC United Way Committee	BHC United Way Kick Off Lunch
	Bettie Truitt, Ken Nichols	Instructional Services Concerns
Thursday, September 19	Bob McChurch	Quad Cities Facilities Department Meeting Weekly Meeting
	Chieftain Reporter	Interview
	Student Activities - Quad Cities	Presidential Scholars Reception and Ceremony

President's Activities: September 1 - September 30, 2013

Date	Meeting	Subject
	Board of Trustees	Regular Monthly Board Meeting
Friday, September 20	Illinois Community College Board	Welcome from BHC and Presentations
	Quad Cities Foundation	Donor's Wall Dedication, Ribbon Cutting, Reception
Saturday, September 21	Kim Armstrong	Martin Luther King Board Meeting Follow-Up
		BHC Work Day
Monday, September 23	Kathy Malcolm, Bettie Truitt	HLC Compliance Report update
	Capital Committee Meeting	Bi-Monthly Meeting
Tuesday, September 24	Quad Cities Foundation	Meeting
	Bob McChurch	Quad Cities Facilities Department Meeting Weekly Meeting
	Liz Breedlove, Rose Mary Boesen	Foundation Directors Monthly Meeting
	Kaye Quick	Auxiliary Services Department Update
	Jon Looney	ITS Department update
Wednesday, September 25	Bruce Maxey, Ryan Dehart, Doug Hoenig, Leslie Anderson	BLDD Monthly Coordination Meeting
	Purchasing, Adult Learning Center	Furniture Plan for ALC
	Chieftain Reporter	Interview
	Carmen Juarez	ICCB Correspondence
	Kathy Malcolm, Bettie Truitt	HLC Compliance Report update
Thursday, September 26	President's Cabinet	Bi-Monthly Meeting
	Human Resources	AAEEO Candidate Interview
	BHC Faculty and Staff	Monthly Lunch with the President
Friday, September 27	Vacation Day	
Monday, September 30	Travel Day to Association of Community College Trustees Meeting	

Instructional Report-Vice President Truitt

New Music Industry Certificate

Instruction has written a new 30-34 credit hour music industry certificate to afford students the opportunity to find employment in the increasingly diverse music entertainment industry. These two semesters of study will transfer seamlessly into WIU's Music Business Program. Many thanks to Dr. Lee Weimer and faculty members Professor Palomaki and Dr. Crockett for their work on this new certificate.

CAO Meeting

The CAO Fall Meeting was held at Heartland Community College in Normal, IL. Topics included a SURS update by Larry Curtis, employer representative, and ICCB updates by Brian Durham and Sam Wheeler. A specific focus of discussion was on the Dual Credit Quality Act. Concerns were addressed that other institutions of higher education (not IL public community colleges) were creating dual credit agreements and not following the standards set forth by the Act. Both IBHE and ICCB are committed to enforcing the standards of the Act.

PARCC Assessment Workshop

VP's Truitt and Dowell attended the PARCC Assessment Workshop on September 13, 2013. Topics included an overview of the assessment as well as scoring data to assist with placement. Specifically, if a student scores a 4 or 5 (out of 5) on the English Language Arts portion or Mathematics portion there is a 75% probability of earning a "C" or better in the subsequent college level course. According to the design of the assessment these scores indicate that a student is "college ready".

Training Coordinators and new opportunity at the Arsenal

Faculty from the Engineering, Computer, and Apprenticeship Technologies department met with training coordinators from the Arsenal on September 11, 2013. The Arsenal has decided to support successful graduates from the apprenticeship program to continue on for the AAS degree in Engineering Technology. Implementation will commence with the next group of students coming to the College in October and who will be finishing in time to register for AAS classes for Fall 2014. Many thanks to Dean David Murray and Department Co-Chairs Jamie Hill

and Dr. Adebayo Badmos for their work in providing this wonderful new opportunity for our Arsenal students.

Dual Credit Enhancement Grant

Black Hawk College has applied for a \$10,000 ICCB Dual Credit Enhancement Grant the focus of which is to support development, enhanced delivery and evaluation of the local dual credit programs and to expand student access to higher education while maintaining high academic standards. ICCB anticipates funding up to 20 colleges through the grant process. Many thanks to Projects Manager Cathy Dorathy and Dean Ken Nickels on their work in writing the grant.

PTAC update from Director Vicky Miller

We are very pleased to send this good report of the following activities from this center that supports the economic stability and growth for our region. Since 2005, there have been 1,316 new jobs created and 9,109 jobs retained, 2,355 bids submitted and 1,281 contracts secured, \$3,099,631,387 actual contract dollars awarded and 385 active clients, and finally 117 classes/training sessions with 6,124 attendees.

The 2013-2014 IL PTAC Federal Grant from IL has been awarded and is a final in execution as of last week in the amount of \$35,000 with a cash match of \$26,250. The 2013-2014 IL PTAC State Portion of the DECO Grant has been fully executed as of last week and awaiting a final signature from the state in the amount of \$39,000 with a cash match of \$29,250. The IL PTAC @ BHC grant year begins on the first of July and ends the next year at the end of June.

The IL PTAC at Black Hawk College provides one-on-one counseling to the businesses in this region. We mentor each business in technical government contracting methods, certifications, registrations, Federal Acquisition legal requirements and provide them with training in new requirements and changes in contracting management.

We have set our date for our Annual 2014 SB Government Contracting Symposium and it will be held on May 7 & 8th at the i-wireless Center. This last year we hosted over 550 businesses from around the United States and many agencies of the Federal Government including all divisions from the RI Arsenal attended. We are planning another great event in May that this center started over 9 years ago in this community. We remain very honored and thankful to be able to serve our great college community and our businesses here in Illinois!

Student Services Board Report – October 2013

Prepared by Wendy Bock and Coleman Harris, BHC Counseling

For the 2013-14 academic year the BHC Counseling Department's theme is "**R U OK?**" The message is meant to encourage students to ask the question and to start a conversation to show someone they care. It is also meant to let students know BHC counselors are here to help start the conversation and to show them how to help someone they think might be hurting or how to help themselves! We plan on doing an event each month focusing on a monthly topic with posters around campus that highlight the topic and provide information.

Each month our focus on mental health awareness will tie into national recognitions. For example, September was National Suicide Prevention Month while October will be National Depression Awareness Month.

On September 10th (National Suicide Prevention Awareness Day) and September 11th, we hosted information tables, handing out information on suicide prevention, recognizing warning signs, and how to contact the National Suicide Hotline. We also asked students to create a post-it note with a reason why they could not be replaced. (see picture below)

We had over 170 responses. Examples:

I'm amazing
Because I am a team
player
I have people that count on
me
I'm unique

Because I am destined for
greatness
Because I enjoy helping
others
I'm a great father
My daughter needs me

Many people care about
me
I like to take time to help
others in need
I am a strong man
Because I am me



At the Fall Fests on both campuses, we expanded on the theme of '**R U OK?**' with an alcohol abuse prevention activity: we asked students to pour what they believed was a typical drink, then we measured out what a standard drink actually would be and showed them the difference. We also discussed the actual cost of a DUI (Driving Under the Influence) ticket, safe drinking tips, and how their BAC (Blood Alcohol Concentration) can be calculated.

Student Services Report – October, 2013

Creating Veteran-Friendly Services

Prepared by Dr. Dick Vallandingham

“The transition from the intensity of military life to a more self-sufficient civilian life can be overwhelming. In some ways, it’s similar to the experiences of laid-off workers: both groups may feel disoriented and suffer losses of identity and work-related friendships. But former military personnel report feeling not just disoriented, but deeply alienated from the rest of America; not just sad over the loss of friendships, but devastated over the loss of brothers and sisters; not just a temporary destabilizing of identity, but a complete identity crisis.” (Alison Lighthall, *Ten Things You Should Know About Today’s Student Veteran*, Thought and Action NEA publication).

Over the past several semesters, Black Hawk College has been involved in the systematic development of improved services for students who are veterans. First, a Veteran/Military Personnel specialist was identified in the BHC Financial Aid office to serve as the college’s VA certifying official.

In addition to the financial services, the college began to look at additional support service needs of students who are veterans. The BHC Military Students and Veterans Club (MSVC) was formed as a charter member of the Student Veterans of America. Regular club meetings were started and a Facebook presence was created.

Subsequently, Marcia Duhm, co-advisor for the club and career services coordinator, was designated as the central point of contact (CPC) for veterans coming to BHC. The purpose of the CPC is to help navigate students who are veterans through the college experience.

Feedback from students has been very positive for these efforts. However, the students involved also identified additional needs. Foremost among these needs was the need for a “veteran’s center” that would allow for a study area and would offer a location where they could spend time, interact with peers, and feel comfortable. Such spaces have also been shown to promote natural peer mentorship opportunities.

The college has identified space for such a center that involves moving the student life office to the Hawk’s Nest area with limited in-house remodeling efforts. Those efforts are currently underway and are expected to be complete to allow for a Veteran’s Day opening for the center.

Future plans are to utilize college and community resources to provide additional services for students who are veterans in the new Veteran’s Center space once it is established.

**DISCUSSION AND ANALYSIS OF THE
FINANCIAL OPERATIONS REPORT FOR
THE THREE MONTH PERIOD ENDING SEPTEMBER 30, 2013**

EDUCATION FUND AND OPERATIONS & MAINTENANCE FUND

The financial results for the total Operating Funds reflect an increase in revenue and an increase in expenditures from last year.

Revenues for FY14 increased from last year's level by \$1,441,666 or 12.49%.

Notable changes in revenue year over year include:

- Fall Tuition revenue increase of \$931,504 or 16.32% due to increased tuition rate and enrollment
- Summer Tuition revenue decrease of \$85,961 or 41.78%
- Adult Ed Tuition revenue increase of \$195,733 or 41.79%
- Property tax revenue increase of \$514,125 or 22.67% due to timing of tax payments
- Sales and Service revenue decrease of \$50,907 or 18.08%

Expenditures for FY14 increased from last year's level by \$473,434 or 6.25%.

Notable changes in expenditures year over year include:

- Ed Fund salaries increase of \$93,894 or 2.46%
- O&M salaries increase of \$32,126 or 8.24%
- Benefits decrease of \$109,806 or 8.81% due to decreased claims
- Contractual Services decrease of \$27,069 or 10.21%
- Supplies & materials decrease of 62,986 or 15.51%
- Waivers, primarily Dual Enrollment, increase of \$578,373 or 53.73% due to increased enrollment

AUXILIARY FUND

The financial results for the total Auxiliary Fund reflect a decrease in revenue and a decrease in expenditures from last year. Revenue decreased \$95,559 or 5.47% while expenditures decreased \$52,914 or 3.67%.

The decrease in revenue of \$95,559 is attributable to a \$51,109 or 3.27% decrease in Bookstore revenues and a \$43,872 or 25.57% decrease in student auxiliary revenue due to a change in tuition structure.

Expenditures are down \$52,914 or 3.67%. Notable changes include a \$19,780 or 1.64% decrease in Bookstore expenses, a \$24,709 or 29.64% decrease in Student Life expenses due to a change in accounting procedures regarding bussing contracts, and a decrease of \$20,355 or 35.81% in other expenses, primarily supplies and materials expenses.

The financial information on the following pages represents the major items of revenue and expenditures for the month ended September 30, 2013 for each of the appropriated funds.



**REPORT OF FINANCIAL OPERATIONS OF THE COLLEGE
FOR THE PERIOD ENDING SEPTEMBER 30, 2013**

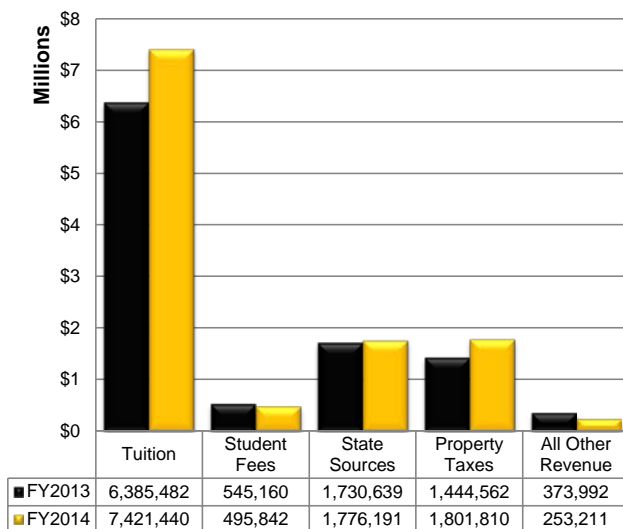
FISCAL YEAR 2014					FISCAL YEAR 2013				DIFFERENCE	
	Current Month Actual	YTD Actual 25% thru Yr.	Adjusted Budget 12 Months	% Budget Realized	Current Month Actual	YTD Actual 25% thru Yr.	Adjusted Budget 12 Months	% Budget Realized	% YTD Actual 2014 / 2013	\$ YTD Actual 2014 / 2013
EDUCATION FUND										
REVENUE	\$ 2,102,787	\$ 11,748,494	\$ 32,450,149	36.20%	\$ 1,440,469	\$ 10,479,835	\$ 31,551,446	33.22%	12.11%	\$ 1,268,659
EXPENDITURES	\$ 3,178,923	\$ 7,132,424	\$ 32,541,515	21.92%	\$ 2,766,160	\$ 6,594,265	\$ 32,376,800	20.37%	8.16%	\$ 538,159
OPERATIONS & MAINTENANCE FUND										
REVENUE	\$ 496,187	\$ 1,234,147	\$ 4,270,020	28.90%	\$ 337,083	\$ 1,061,140	\$ 4,521,078	23.47%	16.30%	\$ 173,007
EXPENDITURES	\$ 284,159	\$ 917,700	\$ 4,578,654	20.04%	\$ 333,213	\$ 982,425	\$ 4,595,884	21.38%	-6.59%	\$ (64,725)
TOTAL FOR EDUCATION AND OPERATIONS AND MAINTENANCE										
REVENUE	\$ 2,598,974	\$ 12,982,641	\$ 36,720,169	35.36%	\$ 1,777,552	\$ 11,540,975	\$ 36,072,524	31.99%	12.49%	\$ 1,441,666
EXPENDITURES	\$ 3,463,082	\$ 8,050,124	\$ 37,120,169	21.69%	\$ 3,099,373	\$ 7,576,690	\$ 36,972,684	20.49%	6.25%	\$ 473,434
AUXILIARY FUND										
REVENUE	\$ 59,451	\$ 1,650,175	\$ 3,663,500	45.04%	\$ 44,111	\$ 1,745,734	\$ 3,922,900	44.50%	-5.47%	\$ (95,559)
EXPENDITURES	\$ 158,204	\$ 1,387,960	\$ 4,273,407	32.48%	\$ 126,920	\$ 1,440,874	\$ 3,922,900	36.73%	-3.67%	\$ (52,914)
AUDIT										
REVENUE	\$ 3,636	\$ 10,895	\$ 36,219	30.08%	\$ 8,288	\$ 24,862	\$ 94,992	26.17%	-56.18%	\$ (13,967)
EXPENDITURES	\$ 3,000	\$ 24,700	\$ 60,000	41.17%	\$ -	\$ -	\$ 80,000	0.00%	0.00%	\$ 24,700
LIABILITY, PROTECTION & SETTLEMENT FUND										
REVENUE	\$ 206,940	\$ 509,305	\$ 1,810,931	28.12%	\$ 258,423	\$ 729,704	\$ 2,769,370	26.35%	-30.20%	\$ (220,399)
EXPENDITURES	\$ 180,439	\$ 861,759	\$ 2,370,664	36.35%	\$ 153,593	\$ 700,593	\$ 3,383,477	20.71%	23.00%	\$ 161,166
BOND & INTEREST FUNDS										
REVENUE	\$ 770,403	\$ 1,829,913	\$ 6,172,555	29.65%	\$ 455,251	\$ 1,365,650	\$ 5,456,825	25.03%	34.00%	\$ 464,263
EXPENDITURES	\$ -	\$ -	\$ 6,172,555	0.00%	\$ -	\$ (42,267)	\$ 5,456,825	-0.77%	-100.00%	\$ 42,267
WORKING CASH FUND										
REVENUE	\$ 5,364	\$ 15,014	\$ 5,000	300.28%	\$ 26,899	\$ 87,206	\$ 300,000	29.07%	-82.78%	\$ (72,192)
OPERATION & MAINTENANCE RESTRICTED FUNDS										
REVENUE	\$ 259,255	\$ 587,502	\$ 3,338,000	17.60%	\$ 149,734	\$ 488,239	\$ 23,540,000	2.07%	20.33%	\$ 99,263
EXPENDITURES	\$ 1,177,059	\$ 1,235,231	\$ 15,736,968	7.85%	\$ 667,893	\$ 2,716,613	\$ 18,307,317	14.84%	-54.53%	\$ (1,481,382)
RESTRICTED FUNDS										
REVENUE	\$ 3,930,264	\$ 4,589,092	\$ 19,439,163	23.61%	\$ 4,267,599	\$ 5,279,215	\$ 21,471,830	24.59%	-13.07%	\$ (690,123)
EXPENDITURES	\$ 6,970,772	\$ 7,485,537	\$ 19,439,163	38.51%	\$ 6,676,595	\$ 7,396,272	\$ 21,526,012	34.36%	1.21%	\$ 89,265

EDUCATION FUND

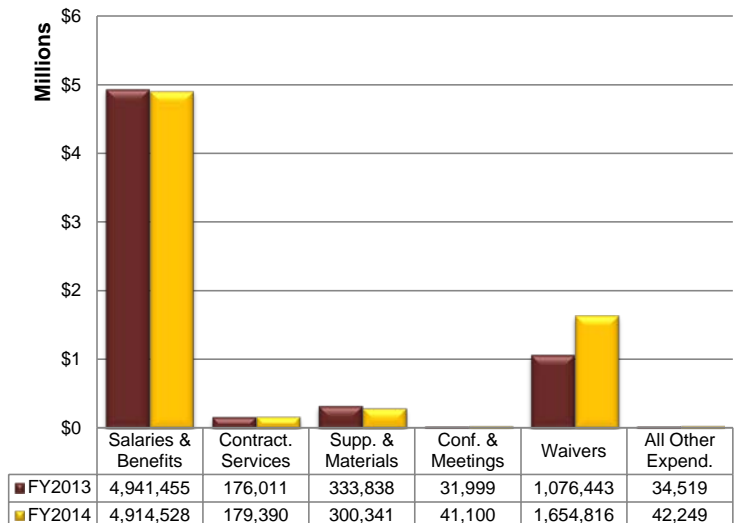
Revenue	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Tuition - Fall	\$ 216,777	\$ 6,637,570	\$ 6,562,855	\$ 36,217	\$ 5,706,065	\$ 5,972,975
Tuition - Spring	-	-	6,333,795	5,320	5,320	5,746,483
Tuition - Summer	-	119,782	922,322	-	205,742	898,447
Tuition - Adult Ed	334,025	664,088	3,222,986	225,150	468,355	2,713,294
Student Fees	44,047	495,842	816,580	44,405	545,160	1,321,489
State Funding	639,221	1,776,191	6,260,115	576,880	1,730,639	6,812,644
Property Taxes	798,614	1,801,810	7,151,050	472,845	1,444,562	6,753,254
Sales & Service	66,709	230,634	670,746	60,313	281,541	598,260
Investment Income	-	4,323	24,500	15,659	52,740	250,000
Other Revenue	3,394	18,254	185,200	3,680	39,711	184,600
Uncollectible Tuition	-	-	(100,000)	-	-	(100,000)
Contingency	-	-	400,000	-	-	400,000
TOTAL	\$ 2,102,787	\$ 11,748,494	\$ 32,450,149	\$ 1,440,469	\$ 10,479,835	\$ 31,551,446

Expenditures	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Salaries	\$ 1,635,565	\$ 3,915,884	\$ 21,003,703	\$ 1,626,026	\$ 3,821,990	\$ 20,591,701
Benefits	321,501	998,644	3,943,152	308,312	1,119,465	3,833,679
Contractual Services	79,696	179,390	1,052,512	61,431	176,011	1,361,397
Supplies & Materials	122,436	300,341	1,625,362	134,194	333,838	1,618,112
Conference & Meetings	8,453	41,100	299,122	12,882	31,999	314,815
Fixed Charges	30,413	30,413	16,435	500	3,750	22,900
Utilities	-	-	10,588	-	408	5,500
Capital Outlay	-	-	-	-	-	-
Waivers	978,790	1,654,816	4,000,000	611,313	1,076,443	4,015,000
Other Expenditures	2,069	11,836	65,641	11,502	30,361	80,396
Contingency	-	-	525,000	-	-	533,300
TOTAL	\$ 3,178,923	\$ 7,132,424	\$ 32,541,515	\$ 2,766,160	\$ 6,594,265	\$ 32,376,800

**Education Fund Revenue
(Dollars)**



**Education Fund Expenditures
(Dollars)**

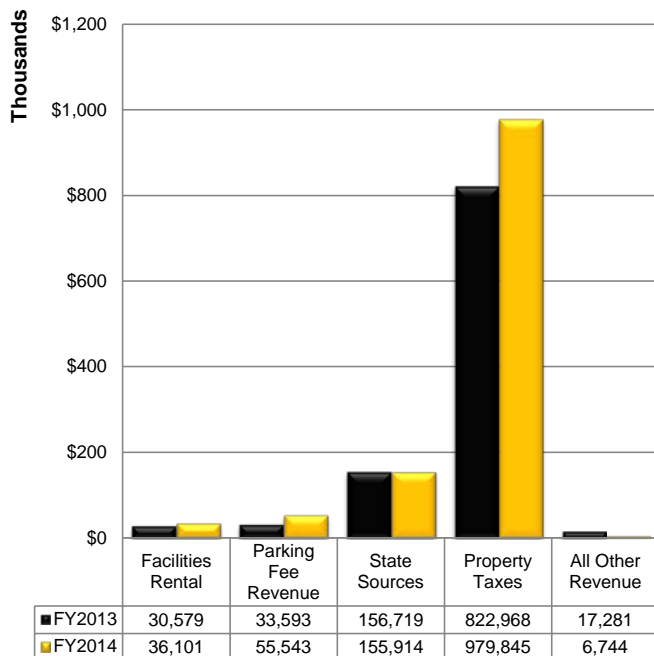


OPERATIONS & MAINTENANCE FUND

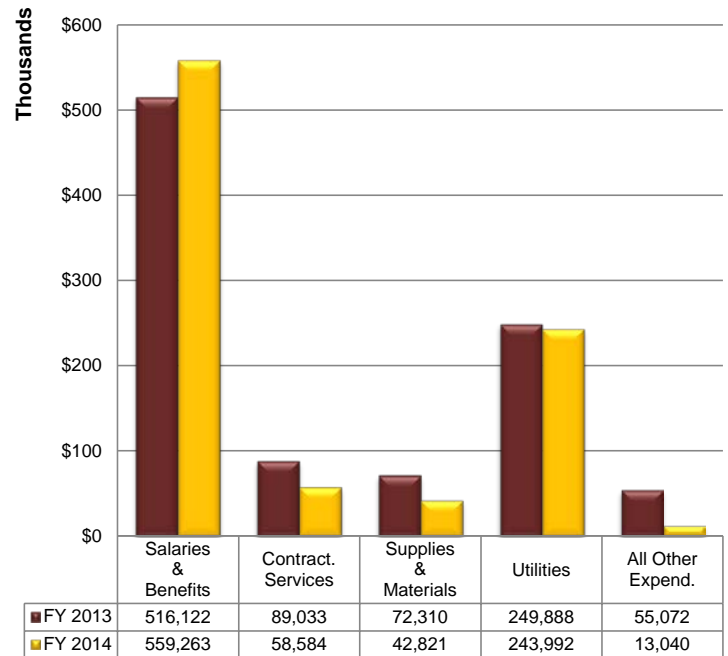
Revenue	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Facilities Rental	\$ 12,199	\$ 36,101	\$ 122,640	\$ 4,662	\$ 30,579	\$ 122,640
Parking Fee Revenues	3,083	55,543	85,000	3,248	33,593	85,000
ICCB Credit Hour Grants	51,971	155,914	564,188	52,240	156,719	627,724
Property Taxes	424,449	979,845	3,218,042	273,376	822,968	3,400,414
Other Revenue	4,485	6,744	30,150	3,557	17,281	35,300
Contingency	-	-	250,000	-	-	250,000
TOTAL	\$ 496,187	\$ 1,234,147	\$ 4,270,020	\$ 337,083	\$ 1,061,140	\$ 4,521,078

Expenditures	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Salaries	\$ 139,705	\$ 421,829	\$ 1,749,875	\$ 137,575	\$ 389,703	\$ 1,717,222
Benefits	44,969	137,434	597,317	42,353	126,419	525,282
Contractual Services	20,364	58,584	477,820	18,971	89,033	462,834
Supplies & Materials	15,242	42,821	321,229	22,990	72,310	320,354
Conference & Meetings	171	543	28,098	-	333	30,170
Fixed Charges	(17,804)	12,022	186,960	24,974	54,073	160,172
Utilities	80,998	243,992	952,355	85,818	249,888	1,114,850
Capital Outlay	-	-	-	-	-	-
Other Expenditures	514	475	-	532	666	-
Contingency	-	-	265,000	-	-	265,000
TOTAL	\$ 284,159	\$ 917,700	\$ 4,578,654	\$ 333,213	\$ 982,425	\$ 4,595,884

**Operations & Maintenance Fund Revenue
(Dollars)**



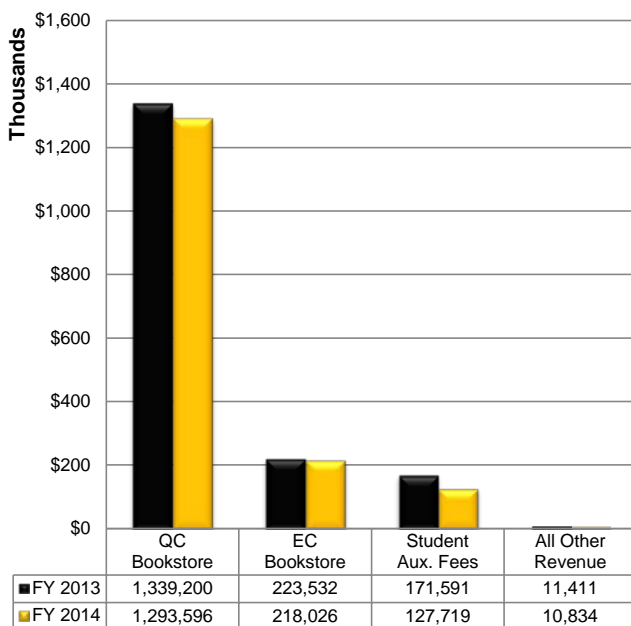
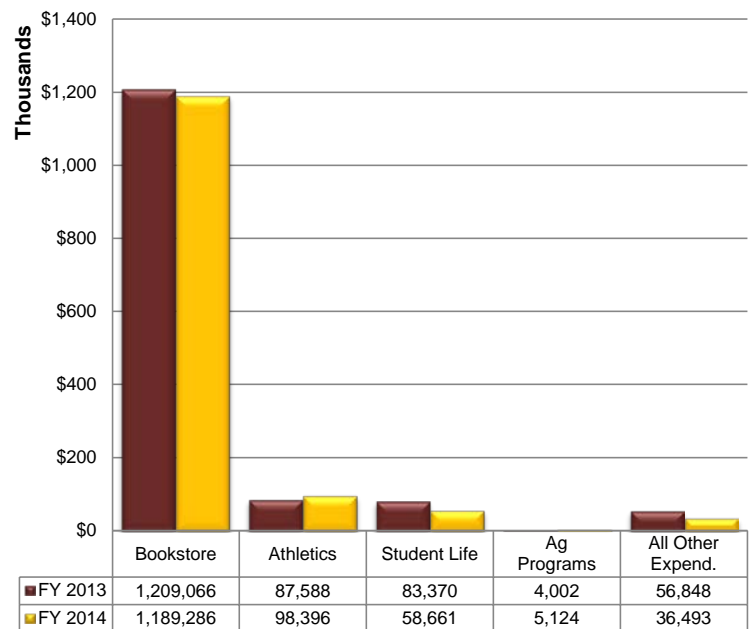
**Operations & Maintenance Fund Expenditures
(Dollars)**



AUXILIARY FUND

Revenue	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Bookstore - QC	\$ 41,019	\$ 1,293,596	\$ 2,715,050	\$ 25,802	\$ 1,339,200	\$ 2,795,050
Bookstore - EC	8,449	218,026	399,200	10,391	223,532	428,850
Food Service - QC	1,121	1,121	11,500	1,195	1,195	12,000
Vending - QC	3,114	5,686	33,750	4,069	6,587	25,000
Student Auxiliary Fees	4,428	127,719	250,000	1,425	171,591	405,000
Other Revenue	1,320	4,027	4,000	1,229	3,629	7,000
Contingency	-	-	250,000	-	-	250,000
TOTAL	\$ 59,451	\$ 1,650,175	\$ 3,663,500	\$ 44,111	\$ 1,745,734	\$ 3,922,900

Expenditures	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Bookstore - QC	\$ 62,429	\$ 1,017,739	\$ 2,242,806	\$ 52,117	\$ 1,037,467	\$ 2,271,671
Bookstore - EC	11,066	171,547	352,897	11,969	171,599	365,809
Athletics - QC	32,924	74,608	379,443	20,024	59,500	391,111
Athletics - EC	10,126	23,788	145,786	10,041	28,088	139,176
Student Life	20,295	58,661	228,286	14,041	83,370	223,924
Ag Programs - EC	4,736	5,124	83,150	3,094	4,002	75,750
Other Expenditures	16,628	36,493	581,039	15,634	56,848	205,459
Contingency	-	-	260,000	-	-	250,000
TOTAL	\$ 158,204	\$ 1,387,960	\$ 4,273,407	\$ 126,920	\$ 1,440,874	\$ 3,922,900

**Auxiliary Fund Revenue
(Dollars)****Auxiliary Fund Expenditures
(Dollars)**

AUDIT FUND

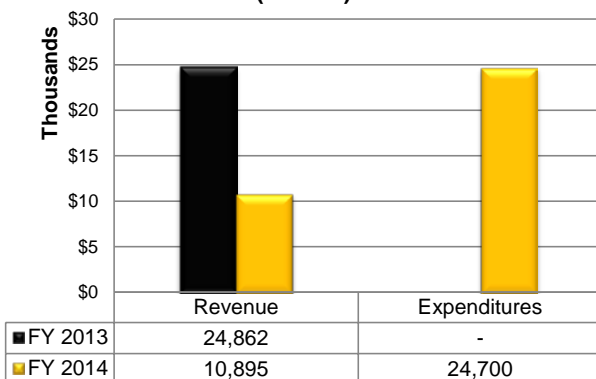
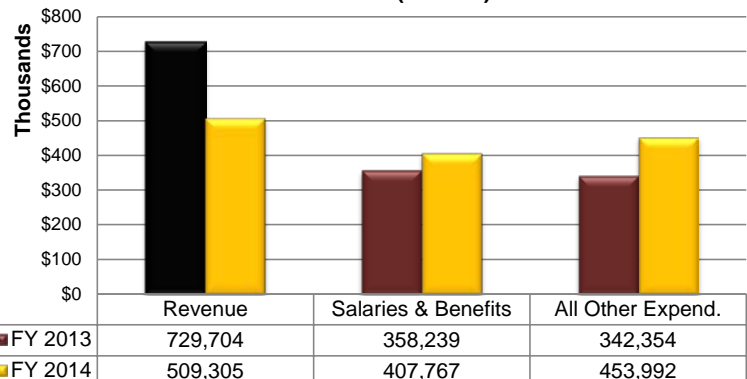
Revenue	FY 2014			FY2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
TOTAL	\$ 3,636	\$ 10,895	\$ 36,219	\$ 8,288	\$ 24,862	\$ 94,992

Expenditures	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
TOTAL	\$ 3,000	\$ 24,700	\$ 60,000	\$ -	\$ -	\$ 80,000

LIABILITY, PROTECTION AND SETTLEMENT FUND

Revenue	FY 2014			FY2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
TOTAL	\$ 206,940	\$ 509,305	\$ 1,810,931	\$ 258,423	\$ 729,704	\$ 2,769,370

Expenditures	FY 2014			FY2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Salaries & Other Benefits	\$ 77,910	\$ 249,167	\$ 1,027,729	\$ 72,454	\$ 208,266	\$ 1,080,016
Unemployment	-	9,355	30,000	-	-	25,000
Worker's Compensation	19,206	57,618	240,000	18,889	56,667	250,000
Medicare Expense	25,011	73,733	300,000	24,445	72,144	300,000
FICA Expense	5,987	17,894	100,000	7,160	21,162	100,000
Insurance (General)	15	291,849	355,000	-	282,227	450,000
Legal Services	6,388	21,324	116,000	3,578	7,589	107,250
Other Expenditures	45,922	140,819	201,935	27,067	52,538	1,071,211
Contingency	-	-	-	-	-	-
TOTAL	\$ 180,439	\$ 861,759	\$ 2,370,664	\$ 153,593	\$ 700,593	\$ 3,383,477

**Audit Fund
(Dollars)****Liability, Protection & Settlement Fund
(Dollars)**

BOND & INTEREST FUNDS

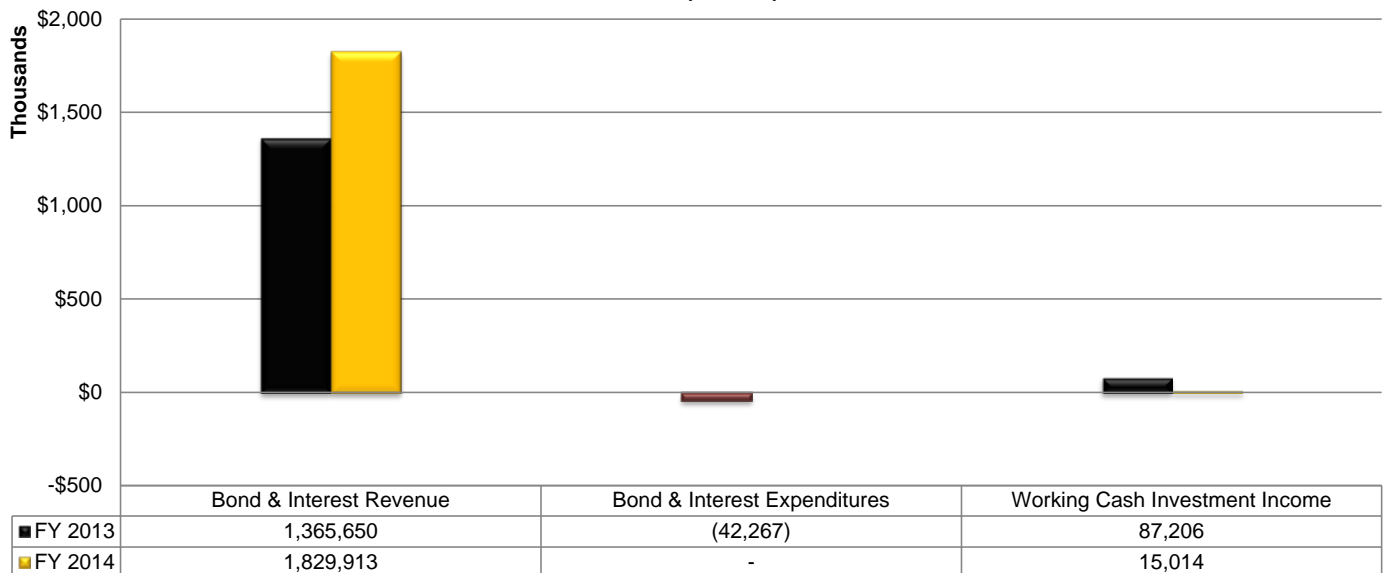
Revenue	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
TOTAL	\$ 770,403	\$ 1,829,913	\$ 6,172,555	\$ 455,251	\$ 1,365,650	\$ 5,456,825

Expenditures	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
TOTAL	\$ -	\$ -	\$ 6,172,555	\$ -	\$ (42,267)	\$ 5,456,825

WORKING CASH FUND

Revenue	FY 2014			FY 2013		
	Current Month Actual	YTD Actual	Adjusted Budget	Current Month Actual	YTD Actual	Adjusted Budget
Investment Income	\$ 5,364	\$ 15,014	\$ 5,000	\$ 26,899	\$ 87,206	\$ 300,000

**Bond & Interest and Working Cash Funds
(Dollars)**



RESTRICTED OPERATIONS & MAINTENANCE FUND

October 17, 2013

Revenue for the month:

	Current Month Actual	YTD Actual
TOTAL REVENUE	\$ 259,255	\$ 587,502

Expenditures for the month:

	Fund Number	Encumbered	Total Project Activity	Project Budget	% Spent	Complete
Protection, Health & Safety Projects						
FY11 Electrical Feed Replacement - QC	731101	-	136,866	136,866	100%	X
FY11 Elevator Upgrades - QC & EC - Phase I	731102	-	335,225	335,225	100%	X
FY11 Elevator Upgrades - QC & EC - Phase II	731102	-	356,932	395,289	90%	
FY11 Elevator Upgrades - QC - Phase III	731102	-	-	255,886	0%	
FY11 Water Main Feed Renovation - EC	731103	1,980	46,446	57,200	81%	
FY11 Stairwell & Flooring Upgrades - QC	731104	-	114,565	182,400	63%	
FY11 Boiler/Chiller Mechanical Renovations	731105	-	315,197	315,197	100%	X
FY12 AHU-120 Replacement - QC	731201	-	164,097	283,000	58%	X
FY12 Bldg A Lower Level RTU Replacement - EC	731202	-	149,746	177,910	84%	
FY12 Interior/Exterior Lighting Upgrades - EC	731203	-	311,890	311,890	100%	X
FY12 Yard Hydrant Replacement - EC	731204	-	28,928	34,100	85%	
FY12 Classroom/Office HVAC Upgrade - EC	731205	-	144,194	168,695	85%	
FY12 Pool HVAC Replacement - QC	731206	-	33,502	449,900	7%	
FY12 Automotive Shop HVAC Upgrades - EC	731207	-	133,188	161,110	83%	
FY12 Stairwell Asbestos Abatement - QC	731208	-	50,539	48,439	104%	X
FY12 Bldg 1 Curtain Wall - QC	731209	-	-	304,800	0%	
FY13 EC Sanitary Sewer	731301	-	210,645	214,247	98%	
FY13 EC Fire Alarm Upgrades	731302	-	612,534	697,360	88%	
FY13 QC Building 3 HVAC Upgrades ³	731303	-	76,402	938,550	8%	Note 3
FY13 EC IT and CEC Cooling System Upgrade	731304	-	30,461	36,620	83%	
FY10 Fire Alarm System Upgrade - QC	7388	-	1,431,859	1,431,859	100%	X
PHS Contingency	7890	-	73,096	522,691	NA	
Protection, Health & Safety Projects Totals		\$ 1,980	\$ 4,756,311	\$ 7,459,234		

Local Projects

EC Building B Bridge Replacement	781401	-	7,643	97,358	8%	
QC ITS Office Relocation ^{1, 4}	781402	-	-	400,000	0%	
QC Facilities Local Refresh ¹	7821	5,083	258,807	275,843	94%	
EC Facilities Local Refresh ¹	7822	3,966	122,712	242,036	51%	
EC Furniture and Equipment ¹	7823	-	42,522	48,918	87%	
Architect Fees - Special Projects ¹	7884	-	65,055	103,943	63%	
Emergency Contingency	7805	-	2,795	382,722	NA	
Interest Revenue Earned ²	7805	-	(6,965)	-	NA	
Local Projects Totals		\$ 9,049	\$ 492,570	\$ 1,550,818		

Surplus Operating Funds

EC Instructional Equipment	791202	-	23,895	45,000	53%	
QC Instructional Equipment	791203	69,043	21,065	90,690	23%	
Pool Vehicle Purchases	791205	-	149,557	149,557	100%	X
Surplus Operating Funds	790000	-	-	1,987,059	NA	
Local Surplus Operating Funds		\$ 69,043	\$ 194,517	\$ 2,272,306		

Note 1: Budget is estimated and subject to change

Note 2: Represents interest revenue earned during the current fiscal year, which offsets expenditure activity during the fiscal year

Note 3: Project on hold indefinitely

Note 4: Budget includes FY13 operating fund surplus of \$321,449. Remaining \$78,551 will be funded by local project funds

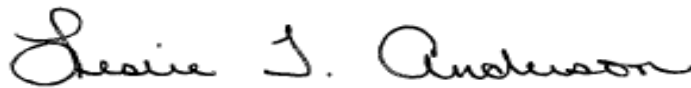
RESTRICTED OPERATIONS & MAINTENANCE FUND

Expenditures for the month:

	Fund Number	Encumbered	Total Project Activity	2010 Bond Funds	Other Funding Sources	Total Project Budget	% Spent	Complete
2010 Bond Projects (\$20 Million) ¹								
QC1 Student Services Addition	7601	1,646	3,955,370	3,957,206	-	3,957,206	100%	X
QC1 2nd Floor Business Office ²	7602	-	525,075	335,075	190,000	525,075	100%	X
District Restroom Remodel - Phase I	7603	-	427,329	427,329	-	427,329	100%	X
District Restroom Remodel - Phase II	7603	-	458,815	458,815	-	458,815	100%	X
District Restroom Remodel - Phase III	7603	-	-	113,856	-	113,856	0%	
District Outdoor Signage	7604	-	294,195	500,000	-	500,000	59%	
District Faculty Offices	7605	-	143,719	143,719	-	143,719	100%	X
QC1 Auditorium	7606	-	535,185	535,185	-	535,185	100%	X
East Campus Auditorium	7607	-	533,977	533,977	-	533,977	100%	X
QC2 Bldg Addition ³	7608	-	4,069,067	2,881,437	1,187,630	4,069,067	100%	X
District Wind Turbine	7609	-	13,309	13,309	-	13,309	100%	X
QC1 Stairwell Upgrades	7610	-	48,365	48,365	-	48,365	100%	X
Desktop Refresh FY11-FY13	7611	-	683,487	683,487	-	683,487	100%	X
Printer Refresh FY11-FY13	7612	-	73,348	73,348	-	73,348	100%	X
Projector Refresh FY11-FY13	7613	-	167,089	167,089	-	167,089	100%	X
Banner Expansion ⁵	7614	-	542,030	-	553,415	553,415	98%	
Technology Infrastructure Refresh FY11-FY13	7615	4,145	779,445	810,743	-	810,743	96%	
ITS Projects FY11-FY13	7616	-	769,333	769,333	-	769,333	100%	X
Instructional Refresh	7617	91,042	305,307	533,000	-	533,000	57%	
QC Library Renovations	7618	-	20,700	700,000	-	700,000	3%	
District Street & Parking Repairs - Phase I	7619	-	559,752	559,752	-	559,752	100%	X
District Street & Parking Repairs - Phase II	7619	-	694,952	694,952	-	694,952	100%	X
District Street & Parking Repairs - Phase III	7619	-	47,300	635,296	-	635,296	7%	
District Wellness Facilities Update	7620	-	31,165	1,031,165	-	1,031,165	3%	
EC Science Lab Remodel	7621	2,981	2,510,051	2,900,000	-	2,900,000	87%	
FY10 Bonds Issuance Costs	7895	-	237,977	237,977	-	237,977	NA	
Interest Revenue Earned ⁶	7895	-	(681,222)	255,586	(681,222)	(425,636)	NA	
2010 Bond Projects Totals		\$ 99,814	\$ 17,745,118	\$ 20,000,000	\$ 1,249,823	\$ 21,249,822		

2012 Bond Projects (\$20 Million) ¹								
QC Health Sciences Building	771301	-	551,493	14,900,000	285,000	15,185,000	4%	
Master Plan	771302	-	255,959	292,600	-	292,600	87%	
EC Welding and Skilled Trades Center	771303	-	10,105	3,500,000	-	3,500,000	0%	
QC Massage Therapy Remodel	771304	-	-	100,000	-	100,000	0%	
East Campus Facility Expansion	TBD	-	-	1,207,400	-	1,207,400	0%	
Interest Revenue Earned ⁶	7894	-	(30,206)	-	(30,206)	(30,206)	NA	
2012 Bond Projects Totals		\$ -	\$ 787,351	\$ 20,000,000	\$ 254,794	\$ 20,254,794		

State Funded Projects								
East Campus Parking Lot ⁴	7893	\$ -	\$ -	\$ -	\$ 279,130	\$ 279,130	0%	
State Funded Projects Totals		\$ -	\$ -	\$ -	\$ 279,130	\$ 279,130		



Leslie T. Anderson
Vice President for Finance

Note 1: Budget is estimated and subject to change

Note 2: Additional funding sources: \$190,000 provided by Illinois Capital Development Board

Note 3: Additional funding sources: \$1,000,000 provided by Illinois Jobs Now!, \$23,000 provided by MidAmerican Energy, \$150,000 from Fund 7825 (EBS), \$2,900 employee donation to Foundations for Green Roof, \$11,730 from Fund 02

Note 4: Additional funding sources: \$279,130 provided by Illinois Capital Development Board

Note 5: Banner software purchased with interest earnings on 2010 Bonds

Note 6: Includes net interest earnings on debt certificates as well as monthly interest income

Note 7: Adding funding sources: \$285,000 provided by ICCB

BLACK HAWK COLLEGE
RESTRICTED PURPOSE FUND GRANT EXPENDITURE ACTIVITY
FOR THE PERIOD ENDING SEPTEMBER, 2013

	Current Activity	Cumulative Activity	Budget	
State Sources:				
Illinois Community College Board				
State Program Improvement	\$ -	\$ 34	\$ 22,993	2
Early School Leaver	6,245	18,833	74,451	2
FY14 Innovation Grant	-	-	-	2
Adult Education - Basic	25,451	40,359	210,423	
Adult Education - Public Assistance	12,404	22,809	95,053	
Adult Education - Performance	17,354	46,961	202,076	
Illinois State Board of Education				
Truants' Alternative Education	15,448	34,049	167,538	2
Illinois Coalition for Immigrant and Refugee Rights				
The New Americans Initiative Training	37	37	18,132	
Secretary of State				
FY14 Adult Volunteer Literacy	3,137	9,888	59,000	
FY14 Family Literacy/Moline Center	1,700	2,794	35,000	
FY14 Family Literacy/Church of Peace Upper Division	2,052	3,446	35,000	
FY14 Family Literacy/Church of Peace Lower Division	1,945	3,388	35,000	
Department of Commerce and Economic Opportunity				
Small Business Development Center 01/01/13 - 12/31/13	2,216	31,980	40,000	
International Trade Center 01/01/13 - 12/31/13	2,080	27,413	40,000	
Procurement Technical Assistance Center 07/01/13 - 06/30/14	5,425	9,478	39,000	
Illinois State Financial Aid				
Illinois Student Assistance Commission - MAP	348,862	349,965	750,000	1
Illinois Veterans Grant	102,054	102,399	-	
Dept. of Vocational Rehabilitation	23,807	26,637	26,637	2
Illinois National Guard	32,666	33,338	-	
Policeman/Fireman Survivor Grant	-	-	-	2
MIA/POW	7,500	7,500	7,500	2

	Current Activity	Cumulative Activity	Budget	
Cash Match Funds:				
Small Business Development Center - State Grant 01/01/13-12/31/13	\$ 13,715	\$ 18,819	\$ 38,663	
Small Business Development Center - Federal Grant 01/01/13-12/31/13	10,453	15,702	38,663	
International Trade Center - State Grant 01/01/13-12/31/13	10,084	11,301	38,663	
International Trade Center - Federal Grant 01/01/13-12/31/13	9,328	12,335	38,664	
Procurement Technical Assistance Center	(682)	12,467	55,500	

1 Award amount is estimated based on current activity

2 Award amount is currently unavailable or official award documents have not yet been received

3 Funds not appropriated in current year

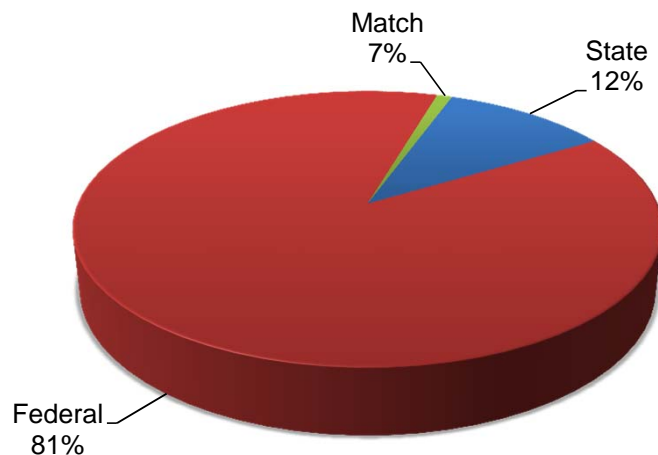
BLACK HAWK COLLEGE
RESTRICTED PURPOSE FUND GRANT EXPENDITURE ACTIVITY
FOR THE PERIOD ENDING SEPTEMBER, 2013

	Current Activity	Cumulative Activity	Budget	
Federal Sources:				
Department of Education				
Strengthening Institutions	\$ 81,972	\$ 330,779	\$ 433,650	
PELL	4,162,791	4,161,713	8,000,000	1
College Work Study	16,419	22,458	153,217	
SEOG	50,100	50,100	102,661	
Direct Loans	1,376,395	1,441,876	3,500,000	1
Adult Education Federal Basic	16,274	27,455	188,573	
EL/Civics	4,001	5,253	34,524	
Carl Perkins Grant	51,483	66,080	276,727	
CTE Innovations Grant	-	-	-	2
Student Support Services 09/01/13 - 8/31/14	25,124	25,124	305,881	
Adult Education & Family Literacy - ICAPS	1,697	2,620	5,000	
Career & Technical Education - ICAPS	-	-	5,000	
Local Programs of Study Implementation	-	-	5,000	
Department of Labor				
Workforce Investment Act - Training for Employment and Academic Mastery	5,201	15,238	75,600	2
ESL for Seaford Employees	3,057	6,149	19,019	1
Department of Health and Human Services				
Refugee Social Services	3,853	7,899	42,063	2
Veterans' Administration Rehabilitation	18,374	18,294	18,294	2
Department of Defense				
Procurement Technical Assistance Center 07/01/13 - 06/30/14	4,842	8,586	35,000	
Small Business Administration				
Small Business Development Center 01/01/13 - 12/31/13	3,389	10,186	40,000	
International Trade Center 01/01/13 - 12/31/13	2,099	8,582	40,000	
Department of Veterans' Affairs - GI Bill	59,614	62,270	62,270	2

1 Award amount is estimated based on current activity

2 Award amount is currently unavailable or official award documents have not yet been received

Restricted Purpose Funding Source Analysis



Black Hawk College
Statement of Cash Position
September 30, 2013

Account	Bank	Yield	Maturity	Book Balance	Reconciling Items	Bank Balance
Education Fund	Quad City Bank & Trust, Moline	0.50%	On Demand	\$ 3,717,413		
	US Bank	0.019%	On Demand			
Operations and Maintenance	Quad City Bank & Trust, Moline	0.50%	On Demand	2,203,104		
Auxiliary Fund	Quad City Bank & Trust, Moline	0.50%	On Demand	760,331		
Payroll	Quad City Bank & Trust, Moline	0.50%	On Demand	(72,899)		
Subtotal Operating & Auxiliary Funds				\$ 6,607,949	\$ 169,246	\$ 6,777,195

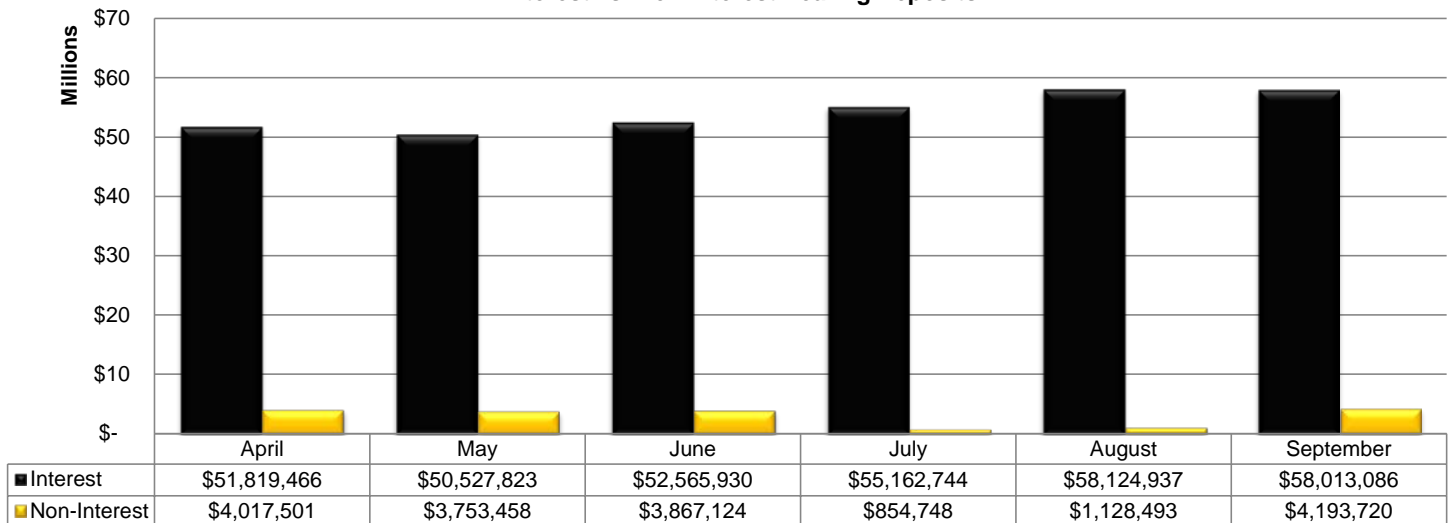
Audit Fund	Quad City Bank & Trust, Moline	0.50%	On Demand	\$ 186,067	\$ (5)	\$ 186,061
Liability, Protection & Settlement	Quad City Bank & Trust, Moline	0.50%	On Demand	2,323,547	663	2,324,210
Restricted Funds	Quad City Bank & Trust, Moline	0.00%	On Demand	4,184,621	9,099	4,193,720
Subtotal Restricted Funds				\$ 6,694,235	\$ 9,757	\$ 6,703,992

2012 Bond Proceeds	Quad City Bank & Trust, Moline	0.50%	On Demand	\$ 19,212,649	\$ 336,297	\$ 19,548,947
2012 Bond and Interest	Quad City Bank & Trust, Moline	0.50%	On Demand	701,554	-	701,554
2010 Bond and Interest	Quad City Bank & Trust, Moline	0.50%	On Demand	4,357,121	(1,312)	4,355,808
2010 Bond Proceeds	Quad City Bank & Trust, Moline	0.50%	On Demand	2,723,957	36,503	2,760,461
Plant Funds - PHS & Local Projects	Quad City Bank & Trust, Moline	0.50%	On Demand	6,274,674	81,286	6,355,961
Subtotal Operations & Maintenance Restricted Funds				\$ 33,269,955	\$ 452,774	\$ 33,722,730

Working Cash Fund - Restricted	Quad City Bank & Trust, Moline	0.50%	On Demand	\$ 10,194,190	\$ -	\$ 10,194,190
Working Cash Fund - Unrestricted	Quad City Bank & Trust, Moline			2,863,647	-	2,863,647
VEBA Insurance Fund	Blackhawk Bank & Trust, Milan	0.35%	On Demand	1,721,263	5	1,721,268
For Deposit Only	Quad City Bank & Trust, Moline	0.50%	On Demand	-	114	114
Electronic Payments	Quad City Bank & Trust, Moline	0.50%	On Demand	-	182,432	182,432
Section 125	Quad City Bank & Trust, Moline	0.50%	On Demand	41,238	-	41,238
Subtotal Other Funds				\$ 14,820,338	\$ 182,551	\$ 15,002,889

Total Cash Position	\$ 61,392,478	\$ 814,328	\$ 62,206,806
----------------------------	----------------------	-------------------	----------------------

Interest vs. Non-Interest Bearing Deposits



**BLACK HAWK COLLEGE
STATE MONIES RECAP
FISCAL YEAR 2014
AS OF SEPTEMBER 30, 2013**

Description	Agency	Funds Allocated	Funds Received to Date	Funds Available	Funds Currently Due	Months Outstanding
Operating Funds - FY14						
Base Operating (Ed Fund)	ICCB	\$ 3,274,197	\$ -	\$ 3,274,197	\$ 818,549	JULY - SEPT
Base Operating (O&M Fund)	ICCB	623,656	-	623,656	155,914	JULY - SEPT
Equalization	ICCB	3,264,676	-	3,264,676	816,169	JULY - SEPT
Career & Tech Ed.	ICCB	282,946	141,473	141,473	-	NONE
Total Operating Funds		\$ 7,445,475	\$ 141,473	\$ 7,304,002	\$ 1,790,632	
Restricted Funds - FY14						
Adult Education - State Basic	ICCB	210,423	-	210,423	52,606	JULY - SEPT
Adult Education - Performance	ICCB	202,076	-	202,076	50,519	JULY - SEPT
Adult Education - Public Assistance	ICCB	95,053	-	95,053	23,763	JULY - SEPT
Program Improvement	ICCB	20,882	20,882	-	-	NONE
Early School Leaver	ICCB	TBA	-	-	18,833	JULY-SEPT
CTE Innovation Grant	ICCB	TBA	-	-	-	NONE
The New Americans Initiative	ICCRR	18,132	-	-	37	SEPT
Small Business Development Center (SBDC) 1/1/13-12/31/13	DCEO	40,000	-	17,148	8,993	JULY-SEPT
International Trade Center 1/1/13-12/31/13	DCEO	40,000	-	22,852	8,582	JULY-SEPT
Procurement Technical Assistance Center	DCEO	39,000	-	39,000	9,478	JULY-SEPT
Optional Ed	ISBE	167,538	-	167,538	34,049	JULY-SEPT
Literacy is for Everyone (LIFE)	SOS	59,000	-	-	9,888	JULY-SEPT
Family Literacy	SOS	105,000	-	-	9,627	JULY-SEPT
MAP	ISAC	750,000	713	749,287	349,965	JULY-SEPT
Illinois Veterans Grant	ISAC	NONE	-	-	102,399	NONE
Illinois National Guard	ISAC	NONE	-	-	33,338	NONE
Department of Vocational Rehabilitation	IDHS	26,637	2,830	23,807	23,807	AUG-SEPT
MIA/POW	ILVA	7,500	-	7,500	7,500	SEPT
Total Restricted Funds		\$ 1,781,241	\$ 24,425	\$ 1,534,684	\$ 743,385	
Grand Total		\$ 9,226,716	\$ 165,898	\$ 8,838,686	\$ 2,534,017	

NOTES:

1. ICCB funding is appropriated annually and accrued by the College monthly.
2. ISAC awards for student financial aid are accrued as amounts are credited to student accounts.
3. Months outstanding includes the current month's activity to date for those grants operating on a reimbursement basis.
4. \$1,100,000 of fiscal year 2012 funding currently due from Illinois Jobs Now for Quad City and East Campus locations.

ICCB = Illinois Community College Board

ISAC = Illinois Student Assistance Commission

ILVA = Illinois Department of Veterans Affairs

DCEO = Department of Commerce and Economic Opportunity

IDHS = Illinois Department of Human Services

ISBE = Illinois State Board of Education

SOS = Illinois Secretary of State

**BLACK HAWK COLLEGE
STATE MONIES RECAP
FISCAL YEAR 2013
AS OF SEPTEMBER 30, 2013**

Description	Agency	Funds Allocated	Funds Received to Date	Funds Available	Funds Currently Due	Months Outstanding
Operating Funds - FY13						
Base Operating (Ed Fund)	ICCB	\$ 3,291,093	\$ 3,291,093	\$ -	\$ -	NONE
Base Operating (O&M Fund)	ICCB	626,875	626,875	-	-	NONE
Equalization	ICCB	3,348,294	3,348,294	-	-	NONE
Career & Tech Ed.	ICCB	283,167	283,167	-	-	NONE
Total Operating Funds		\$ 7,549,429	\$ 7,549,429	\$ -	\$ -	
Restricted Funds - FY13						
Adult Education - State Basic	ICCB	200,409	200,409	-	-	NONE
Adult Education - Performance	ICCB	187,014	187,014	-	-	NONE
Adult Education - Public Assistance	ICCB	104,282	104,282	-	-	NONE
Program Improvement	ICCB	22,993	22,993	-	-	NONE
Early School Leaver	ICCB	74,451	74,451	-	-	NONE
CTE Innovation Grant	ICCB	3,000	3,000	-	-	NONE
Eliminating the Digital Divide	DCEO	37,310	37,310	-	-	NONE
Small Business Development Center (SBDC) 1/1/13-12/31/13	DCEO	40,000	22,852	17,148	-	NONE
International Trade Center 1/1/13-12/31/13	DCEO	40,000	17,148	22,852	-	NONE
Procurement Technical Assistance Center	DCEO	39,000	39,000	-	-	NONE
Optional Ed	ISBE	173,166	173,166	-	-	NONE
Growing Ag Science Teachers	ISBE	14,000	14,000	-	-	NONE
Literacy is for Everyone (LIFE)	SOS	59,478	59,478	-	-	NONE
Family Literacy	SOS	94,734	94,734	-	-	NONE
MAP	ISAC	850,499	850,410	89	-	NONE
Illinois Veterans Grant	ISAC	-	-	-	-	NONE
Illinois National Guard	ISAC	-	-	-	-	NONE
Department of Vocational Rehabilitation	IDHS	40,352	36,162	4,190	4,190	FEB-JUNE
MIA/POW	ILVA	11,049	5,118	5,931	5,931	OCT-JUNE
Total Restricted Funds		\$ 2,064,237	\$ 1,976,781	\$ 50,210	\$ 10,121	
Grand Total		\$ 9,613,666	\$ 9,526,210	\$ 50,210	\$ 10,121	

NOTES:

1. ICCB funding is appropriated annually and accrued by the College monthly.
2. ISAC awards for student financial aid are accrued as amounts are credited to student accounts.
3. Months outstanding includes the current month's activity to date for those grants operating on a reimbursement basis.

ICCB = Illinois Community College Board
ISAC = Illinois Student Assistance Commission
ILVA = Illinois Department of Veterans Affairs
DCEO = Department of Commerce and Economic Opportunity

IDHS = Illinois Department of Human Services
ISBE = Illinois State Board of Education
SOS = Illinois Secretary of State

Merchant Spend Dashboard

Monitor. Control. Optimize.

Analyzing your program's performance is integral to its overall success. The Dashboard enables you to quickly and easily see your organization's recent activity, and compare it to prior periods.

Select a Hierarchy Level:

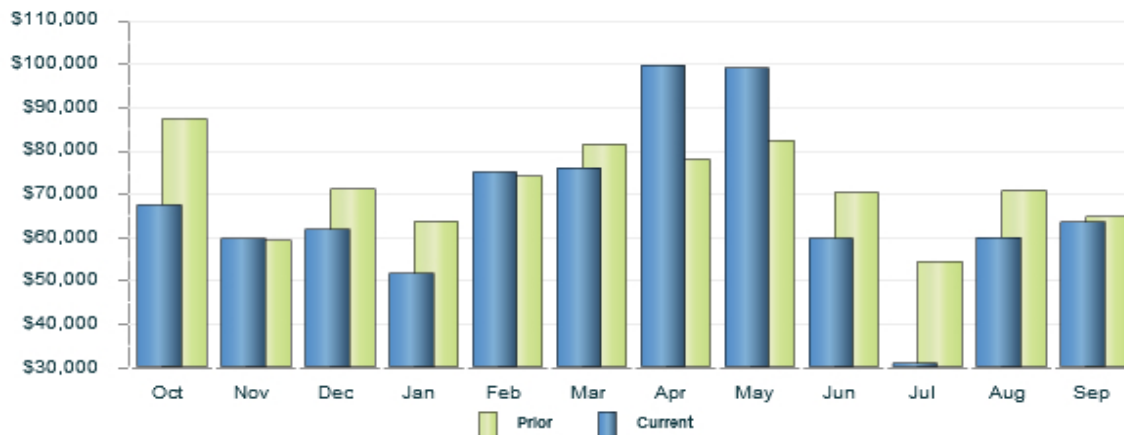
4419-6511-10974

[Monthly](#)
[Quarterly](#)
[Annually](#)
[Year-to-Date](#)

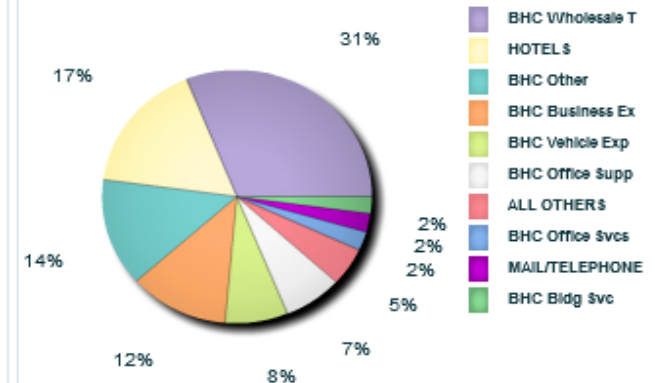
Monthly Snapshot - September 2013

Metric	Current	Prior	Change	% Change
Spending	\$63,696	\$64,985	(\$1,290)	(1.98)%
Transactions	409	416	(7)	(1.68)%
Average Purchase	\$155.74	\$156.22	(\$0.48)	(0.31)%

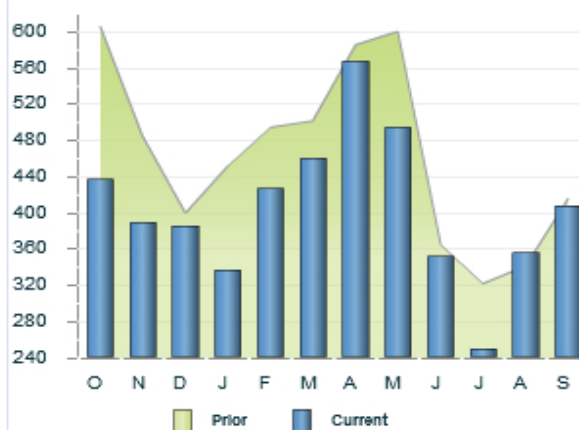
Spending Trend



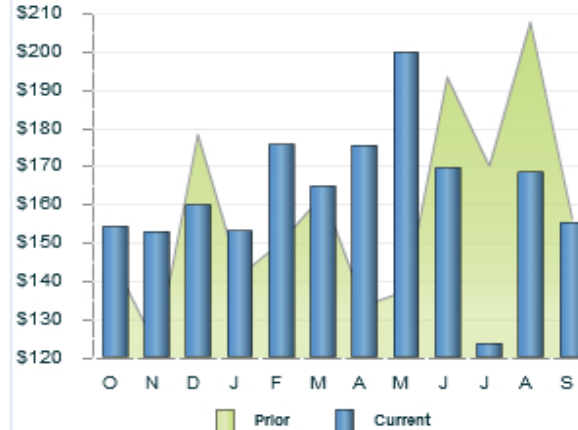
Monthly MCCG Spend - September 2013



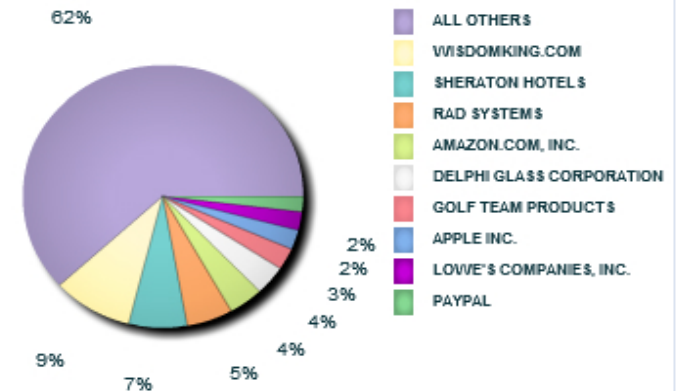
Transaction Trend



Average Purchase Trend



Monthly Merchant Spend - September 2013



Merchant Spend Dashboard

Monitor. Control. Optimize.

Analyzing your program's performance is integral to its overall success. The Dashboard enables you to quickly and easily see your organization's recent activity, and compare it to prior periods.

Select a Hierarchy Level:

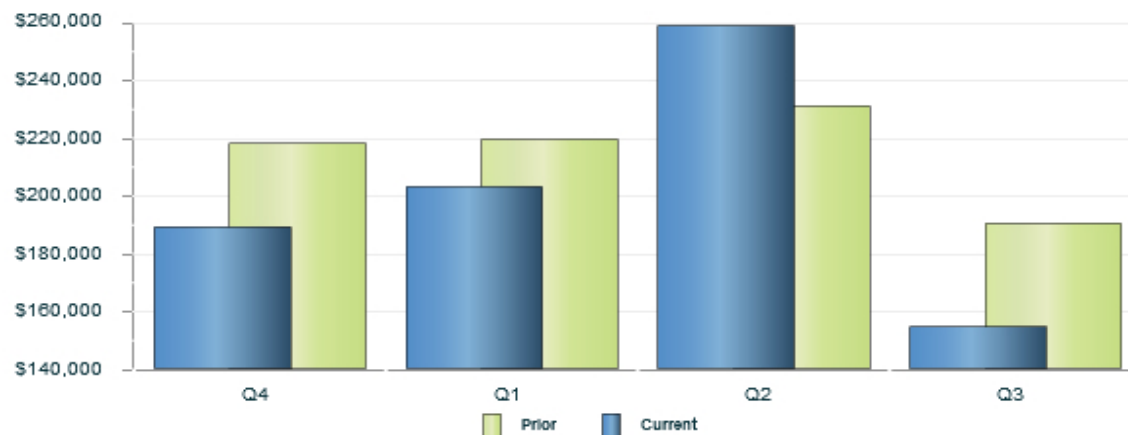
4419-6511-10974

[Monthly](#)
[Quarterly](#)
[Annually](#)
[Year-to-Date](#)

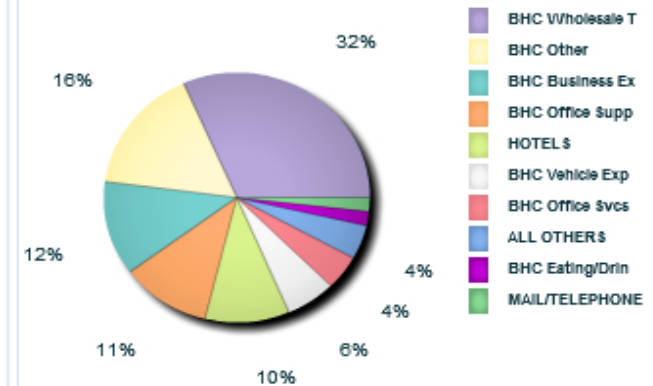
Quarterly Snapshot - Q3 2013

Metric	Current	Prior	Change	% Change
Spending	\$155,135	\$190,860	(\$35,725)	(18.72)%
Transactions	1,017	1,080	(63)	(5.83)%
Average Purchase	\$152.54	\$176.72	(\$24.18)	(13.68)%

Spending Trend



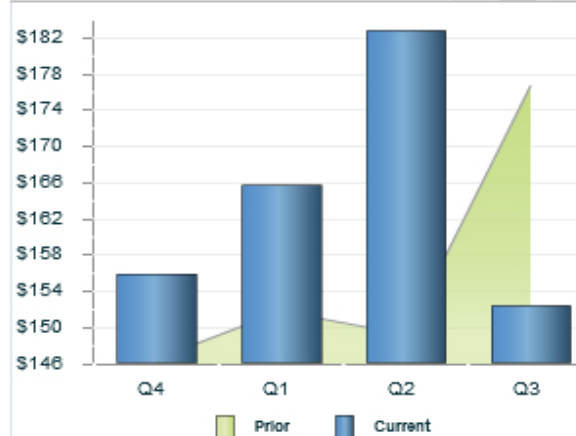
Quarterly MCGG Spend - Q3 2013



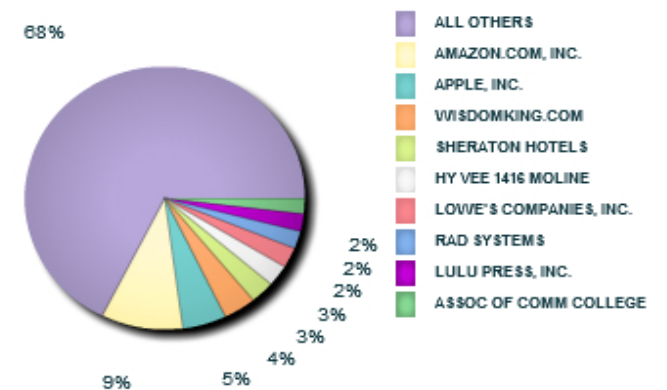
Transaction Trend



Average Purchase Trend



Quarterly Merchant Spend - Q3 2013





East Campus Update
By VP Chanda Dowell
Board of Trustees
October 17, 2013

Academic Programs

- ☛ Welding and Veterinary Technician new curriculum and changes were approved by Curriculum Committee at its September meeting and are being prepared for submission to the Illinois Community College Board.
- ☛ Black Hawk College hosted the Illinois Association of Community College Agriculture Instructors (IACCAI) conference October 3-4, 2013. Marion Calmer, owner of Calmer Corn Heads, and a 1978 Black Hawk College alum, gave a keynote address at the October 3rd evening banquet.

Facilities

- ☛ The science lab grand opening was held on Monday, October 07, 2013.
- ☛ The Parking Lot B addition opened on September 27, 2013, and re-construction work in Lot A began September 30, 2013.

Recruiting

- ☛ Wednesday, October 9, 2013, was Focus on Ag Night for area students to come learn about programs and careers in agriculture.
- ☛ Friday, November 8, 2013, is the Fall Ag Visit Day. Over 100 prospective students and their parents are anticipated to visit campus and learn about College educational programs.
- ☛ Plans are underway for participation in the National FFA Convention in Louisville, Kentucky, October 30-November 1, 2013.
- ☛ Campus visits continue for prospective students and their families throughout the semester.

Student Services and Activities

- ☛ The volleyball team is currently several games over .500 on the season.
- ☛ Men's basketball opened 3-0 in preseason scrimmages.
- ☛ East Campus Student Services staff has been working with Dr. Storey to streamline COMPASS and improve testing for dual enrollment students.
- ☛ The annual Trick-or-Treat Trail will be held on Wednesday, October 30, 2013. Faculty, staff and students will volunteer their time transforming the entire East Campus into a trick-or-treat extravaganza for more than 1,500 visiting ghouls and goblins (6th grade and younger). Doors will be open to the community from 5PM-7PM. As a special treat for visitors, equine students will be competing in a costume contest involving their horses. Visitors will be able to vote for their favorite costumed horses with prizes being awarded to the top three costume winners (and their owners)! The Science Club is sponsoring a student dance after the event with proceeds to benefit the United Way.
- ☛ An American Red Cross blood drive was held on Monday, October 7, 2013. Twenty-four pints were collected from twenty-four student, faculty, and staff donors. Nine of the twenty-four donors were first-time givers. (The goal was twenty pints.)
- ☛ East Campus students have been enjoying themed cheer-block nights at all of the home athletic games this fall semester. Example themes have included Neon Night, Nerd Night, and Blackout Night.



East Campus Update
By VP Chanda Dowell
Board of Trustees
October 17, 2013

- ☛ The Science Club volunteered their time, talents, and knowledge of science during the local Wethersfield Schools Science Night. Science Club members and faculty mentors hosted an informational booth and demonstrated several biology and chemistry-based experiments.
- ☛ Christians On Campus hosted an off-campus cookout and bonfire for all members and extended an invitation for participation to the entire student body. Christians on Campus is also in the process of planning a fundraising event or two to support this month's United Way campaign.
- ☛ The Student Life Office will be sponsoring a pledge campaign focusing on "no texting while driving" and seatbelt safety. The campaign will include information materials about the consequences of distracted driving and will give the entire East Campus student body, faculty, and staff the opportunity to sign a pledge stating that they will not text while driving and that they will always wear a seatbelt.
- ☛ On October 23, the Student Life Office will host a student engagement activity to promote connection to the campus community and within the student body. In honor of the Halloween season, students will be creating wax molds of their hands to creep out their friends/roommates.
- ☛ On October 24, SGA will host an on-campus movie night in the Auditorium with a Halloween-themed showcase of horror movies.
- ☛ Ag competitive teams have the following upcoming contests:
 - Livestock Judging – Purdue & Stockman Contest – October 17 – 20
 - Livestock Judging – American Royal – Missouri - November 1 – 4
 - Horse Judging – All-American QH Congress – Ohio – October 11 – 17
 - Show Team – North Eastern Oklahoma – October 25 – 26
 - Show Team – Missouri State – October 26 – 27

Marketing and Public Relations Report
By John Meineke, Marketing Director
October 2013

- The majority of advertising has been placed for Minimester and the Spring 2014 enrollment campaign. Pre-enrollment spots will begin Monday, Oct. 21 and run through Monday, Nov. 4. Enrollment advertisements will run through early January. Expenditures by media include:

○ Network and Cable TV	\$19,379*
○ Newspaper and Print	\$9,951*
○ Outdoor	\$6,800
○ Radio	\$20,986
○ Online	\$5,550
○ Cinemas	\$7,348

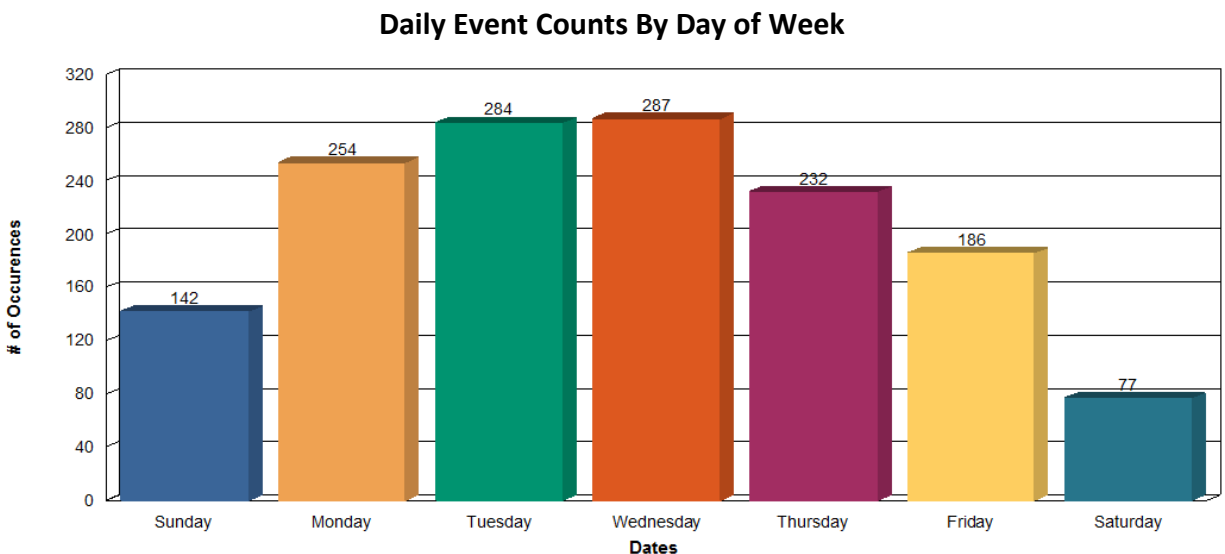
Network and newspaper placements include additional online advertising not reflected in the online expense total.

- Video commercials for the enrollment campaign and a general branding advertisement were completed recently. The former video features Ashley Hansen, an East Campus student, and the latter features Jeremiah Peterson, a Quad-Cities Campus student.
- We continue to monitor more than 170,000 online news outlets and social media sites to capture the number of times the college is mentioned online and measure the value of these mentions in equivalent advertising dollars. In September, this value equaled \$115,788. We continue to realize more than \$1 million of advertising value annually at no cost to the college.
- Mobile visits to our website increased 107% over September 2012. Of the more than 18,000 mobile visitors 11,500 accessed our new mobile friendly website via smart phones. Total visits exceeded 93,000 for the month.
- Social media continues to play a larger role in the marketing efforts of many colleges and universities including Black Hawk College. The BHC Facebook page is attracting growing attention and creating online engagement with our students, employees and trustees. A recent feature that attracted significant interest was provided by Melissa Hebert-Johnson, associate professor of art history at the Quad-Cities Campus. Melissa shared photos and her blog from her trip to India for the U.S. National Endowment for the Humanities Summer Institute.
- Event activity was very high in September and October and we assisted in the preparation of many of them. Of special note are the open house and ribbon-cutting for the East Campus Science Lab Addition on Monday, Oct. 7, and the Retiree Coffee on Tuesday, Oct. 29 at the Quad-Cities Campus.

BOT Report 10-2013
Prepared by Shawn Cisna
Chief of Police Black Hawk College

For the month of September* 2013 the BHC PD recorded 1,462 entries into the reports management system. These entries include incidents, arrests, calls for service, officer training and a variety of other officer daily activities. The chart below represents Daily Event Counts By Day of Week for September.

*This report was completed 9/27/13



PROJECTS

District Camera Project

Installation continues. Jon Looney and Chief Cisna are working with the vendor to finalize installation.

East Campus Fire Alarm System

The fire alarm system at EC is nearing completion. System testing continues. The vendor conducted substantial system testing on 9/27/2013 and anticipates full operation beginning of October.

East Campus Exterior door (re-core)

The cores have been received from the vendor and installation is scheduled for October 11th. BHC PD has been coordinating this effort with VP Dowell, and facilities superintendent Ray Jacobs.

Crosswalk

The City of Moline has installed crosswalk lights on 34th Avenue to raise awareness of pedestrian traffic crossing 34th Avenue near the First Stop entrance Building #1. Chief Cisna petitioned the City of Moline Traffic Engineering Committee highlighting the issues. Dr. Vallandingham's assistance in addressing this concern is appreciated.

TRAINING

A.L.I.C.E.

A group of Black Hawk College employees attended the two day train-the-trainer ALICE instructor course offered at the East Moline Mobile Team Police Training Unit. Attendees included, Andrew Olson, Tiffany Hamilton, Torria Norman, Chris Fiems and Jason Grice. Together with the campus police, we have an excited team trained to deliver the A.L.I.C.E. curriculum to the members of our campus community.

ADMINISTRATIVE

Illinois Concealed Carry Policy

Chief Cisna has drafted policy for review by President's Cabinet addressing the Illinois Concealed Carry Act.

Campus Emergency Operations Plan CEOP

Printed copies of the CEOP are being produced for distribution. Chief Cisna is working with the Rock Island County Emergency Management to facilitate a table top exercise in the month of December.

Emergency Notification System

Required testing of the Emergency Notification System (Black Hawk Alerts), will be conducted on October 18th, 2013. Enrollment in the system is encouraged. The promotional efforts (posters, business cards, social media and other sources) from the marketing department are appreciated!

Annual Security Report

The annual crime statistics for the year 2012 were submitted to the Department of Education on September 24th, 2013 by Chief Cisna. The Annual Security Report is posted on the college website. Electronic copies shall be distributed to the entire campus community with printed copies available upon request at campus police department locations.

ITS Updates October 2013

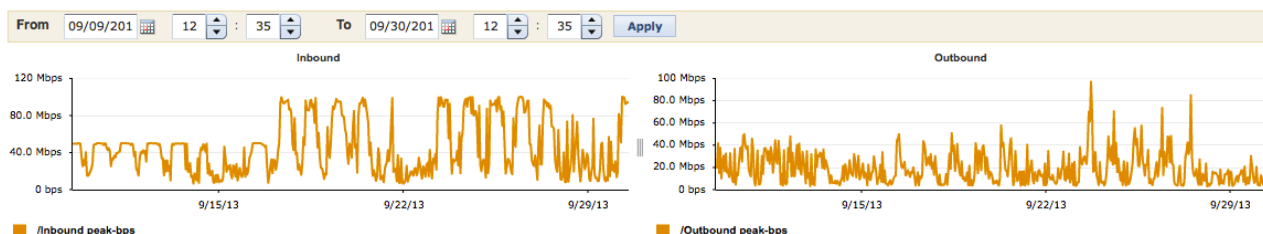
Report by Jon Looney, CIO

The Degree Works team has successfully launched Degree Works (degree audit software) with single signon to myBlackHawk. Degree Works will help students perform what if scenarios for what degrees they can achieve and the path to get there. We are very excited for the launch of the system as it allows for another way for the college to engage learners and assist them towards success.

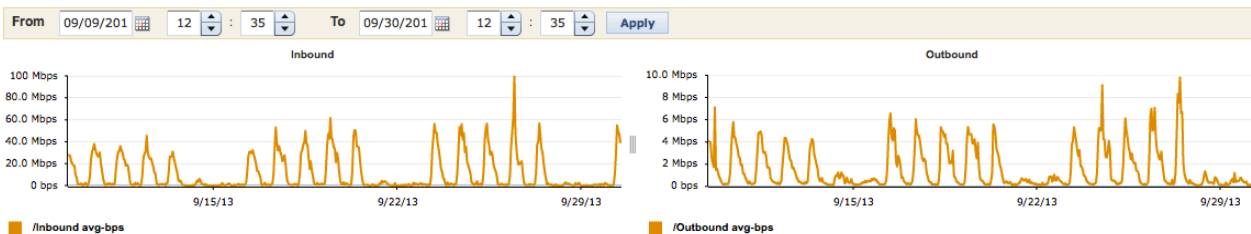
For the month of September 643 tickets were created and 843 tickets were closed. The gap of 200 tickets represents the semester start, scheduled events, and backlog of lower priority tickets from the semester start. Below is a snapshot of projects in progress from different sections of the ITS department.

- **QC Campus Internet Connection**

- Initial installation of the fiber has been completed. Final splicing of the fiber will take place on October 17. Completion of this service allows ITS to have a redundant Internet connection. This will complete a concern listed in the FY13 IT Audit and allows BHC to increase uptime of our Data Center at the QC Campus.
- Bandwidth at QC Campus was increased from 50Mb to 100Mb mid-September.
 - The graph below shows the QC Campus Peak Internet usage over the month of September. If you look at the Inbound traffic graph on the left you will notice when the connection was turned up from 50Mb to 100Mb. Once the upgrade was complete the new bandwidth's impact was immediately realized by users and consumed.
 - The next graph shows the average Inbound connection speed over the



month of September. Prior to the upgrade our Inbound connection speed on average was around 40Mb a day. After the upgrade the average Inbound connection speed goes between 50Mb and 60Mb. Using these stats show that prior to the upgrade the Inbound Internet at QC was on the average 90% utilized. After the upgrade the QC Inbound Internet is on the average 60% utilized.



- Having available capacity in the districts Internet connections allows the links to absorb spikes in usage or on campus events without slowing down the link for other users.
- **Audio/Visual Telecommunications:**
 - The following Title III rooms have been upgraded at the Quad Cities Campus:
 - Q2-208
 - Q2-209
 - Q2-219
 - Q4-115
 - The remaining rooms on the Title III list for High Tech upgrades will be completed over Winter Break.
- **Administrative Systems:**
 - Flexible Registration
 - The report of students and counts by date is complete, ready for unit plan statistics, marketing priorities, and management. Apportionment report testing is complete.
 - To date, 25 students have registered for a total of 36 courses.
 - Degree Works
 - Degree Works is live in Production, on schedule. Completed on schedule:
 - ✓ Technical build, set-up, security, access (August 19).
 - ✓ Core team members' verification and use while advising students (August 19-30).
 - ✓ Training for additional Advisors; use while advising students (QC: September; EC: October 3).
 - ✓ Informational/training for support staff (September).
 - ✓ Open to students (October 1).
 - Future plans include:
 - Oct: Student Workshops
 - Oct: Posters and handouts for students
 - Oct/Nov: Information sessions at Department Meetings
 - Human Resources/Payroll
 - Inter-departmental (HR, Payroll, Finance, Financial Aid, ITS) meetings were held August 14th and September 4th to discuss open items and plan. Work is progressing on a customization to eliminate double data entry for student worker information. Research and testing to facilitate faculty leave reporting is also in progress.



BLDD Architects, Inc.

5183 Utica Ridge Road, Davenport, Iowa 52807

Phone: 563-359-5777

Black Hawk College Progress Meeting

Time: 9:00 am
Date: Wednesday September 25, 2013
Place: Black Hawk College

Purpose:

The purpose of this meeting is to review the progress of the all projects in planning, design, bidding, construction, and closeout.

Agenda:

1. Projects in design

a. Building 2 First Floor Toilet Renovations

- i. Project Budget: \$113,000 (total project cost, bond project)
- ii. Schedule:
 1. Plan has been issued for review
 2. W 10/16/13 Out to Bid (2 week bidding period)
 3. T 10/22/13 Pre-bid
 4. M 10/28/13 Addendum 1 is issued
 5. TH 10/31/13 Bid opening
 6. TH 11/21/13 Board approval
 7. Construction begins during Winter Break 2013, complete January 2014
- iii. Action items:
 1. BHC will provide comments to BLDD.
 2. BLDD will provide BHC with a fee proposal.
 3. Final review meeting to be scheduled.

b. Building 3 IT/Planning Relocation

- i. Schedule:
 1. Plan has been issued for review
 2. F 10/11/13 100% DD set issued
 3. T 10/29/13 100% DD Review meeting
 4. W 11/15/13 75% CD set issued
 5. T 11/26/13 75% CD Review meeting
 6. W 12/4/13 Out to Bid (2 week bidding period)
 7. T 12/10/13 Pre-bid
 8. M 12/16/13 Addendum 1 is issued
 9. TH 12/19/13 Bid opening
 10. TH 1/16/14 Board approval
 11. Construction begins during Spring 2013. Project completion and move in should be between mid May and late June 2014.
- ii. Action items:
 1. BHC will provide comments to BLDD.
 2. BLDD will provide BHC with a fee proposal and an opinion of probable construction costs.

c. **Building 2 Lab 214 remodel**

- i. Project funding:
 - 1. PHS FY 2011, Project IV, part B, Quad Cities Campus Building 2 Lab Prep Area 214 Renovation:
 - a. Construction Budget: \$55,700
 - b. Construction Contingency: \$5,600
 - c. A/E Fee: \$6,100
- ii. Schedule:
 - 1. TBD Out to Bid (2 week bidding period)
 - 2. TBD Pre-bid
 - 3. TBD Addendum 1 is issued
 - 4. TBD Bid opening
 - 5. TBD Board approval
 - 6. Project will be bid in early Spring 2014.
 - 7. Summer 2014 Construction due to lead time concerns.
- iii. Action items:
 - 1. BHC will verify the schedule with Instruction.

d. **Building 1 Library Renovation**

- i. Project funding:
 - 1. PHS FY 2012, Project IX, Quad Cities Campus Building 1 Curtain Wall Replacement:
 - a. Construction Budget: \$255,000
 - b. Construction Contingency: \$25,500
 - c. A/E Fee: \$23,800
 - d. Reimbursable allowance: \$500
 - 2. QCC Building 1 Library Elevator – partially funded through 2011 PHS (costs below are for Library elevator modernization from FY 2011 PHS report and excess PHS) :
 - a. Construction Budget: \$135,000
 - b. Construction Contingency: \$13,500
 - c. A/E Fee: \$14,900
 - 3. Bond funds: \$680,000
- ii. Schedule:
 - 1. W 10/23/13 100% DD set issued
 - 2. T 10/29/13 100% DD Review meeting
 - 3. W 11/20/13 50% CD set issued
 - 4. T 11/26/13 50% CD Review meeting
 - 5. W 1/15/14 Out to Bid (2 week bidding period)
 - 6. T 1/21/14 Pre-bid
 - 7. M 1/27/14 Addendum 1 is issued
 - 8. TH 1/30/14 Bid opening
 - 9. TH 2/20/14 Board approval
 - 10. Summer 2014 Construction.
- iii. Action/discussion items:
 - 1. Elevator location was discussed. The elevator should connect the library from the Upper Lobby (70th Street Entrance).
 - 2. BHC may do a lighting project in the Library over Winter Break.
 - 3. The TLC should be added to the program.
 - 4. Sound control within the library is the #1 student complaint.
 - 5. BLDD will provide BHC with a fee proposal, program, and an opinion of probable construction costs for the budget. Initial concepts will be provided to BHC next week.

e. **PHS Projects**

i. List of FY 2014 projects listed by priority (\$1,800,000 total):

1. QC Outreach Elevator Upgrades: \$300,000
 - a. Summer 2014 construction.
 - b. Bob McChurch has a report detailing the elevator deficiencies.
2. QC Emergency Power Generation – West Side: \$500,000
 - a. Summer 2015 construction. Project will need to be coordinated with the construction of Health Sciences.
3. EC Building A HVAC Upgrades: \$400,000
 - a. Summer 2014 construction.
 - b. RTU Replacement.
4. EC Building A Roof Replacement: \$200,000
 - a. Summer 2015 construction.
5. QC Building 2 Entrance: \$200,000
 - a. Summer 2015 construction.
 - b. Design of a new canopy and storefront system at the upper level entrance.
6. EC Storefront Entrances Replacement: \$200,000
 - a. Entrances to Buildings A and B will be replaced. (Building B entrance will be replaced as a part of the Building B Bridge replacement).

ii. 2013 Excess PHS Funding (listed by priority):

1. QC Library Elevator Replacement: \$250,000
 - a. A part of the 2014 Library renovation. This cost is for the new shaft and structural work.
2. EC Bridge Replacement: \$150,000
 - a. Scope and cost may be increased to include replacement of storefront system.
 - b. Summer 2014 construction.
3. QC Building 2 HVAC Upgrades: \$300,000
 - a. RTU replacement
 - b. Summer 2014 construction.
4. QC Building 2 Roof Replacement: \$200,000
 - a. Fall 2014 construction.

iii. Possible Schedule

1. T 10/1/13 PHS Report is due
2. TH 10/17/13 PHS Report Board approval – submit to ICCB
3. TH 11/14/13 Estimated date of approval from ICCCB
4. W 12/11/13 100% DD set issued
5. T 12/17/13 100% DD Review meeting
6. W 1/15/14 50% CD set issued
7. T 1/21/14 50% CD Review meeting
8. W 2/5/14 Out to Bid (2 week bidding period)
9. T 2/11/14 Pre-bid
10. M 2/17/14 Addendum 1 is issued
11. TH 2/20/14 Bid opening
12. TH 3/13/14 Board approval
13. Summer 2014 Construction

f. **2015 Bond-Feasibility Studies**

- i. Both projects will need to have studies completed this Winter in order to start design in March 2014. Documents must be fairly complete by September 2014. Ground breaking will occur in March 2015. The studies will be approved at either the January or February board meeting. The projects below are listed by priority:

1. QC Building 2 Renovations: \$8,000,000
2. EC Vet Tech and Animal Science Center: \$9,000,000

g. **Welding and Skilled Trades Center in Kewanee**

- i. Project funding:
 1. Construction Budget with all contingencies: \$3,114,280
 2. Soft Costs (including A/E Fees): \$878,520
 3. Total project cost: \$3,992,800 (includes a budget amount for furniture that Mike Meleg will be purchasing).
- ii. Project Schedule:
 1. 10/23/13 100% DD set issued
 2. 12/3/13 Out to Bid
 3. 1/8/14 Receive Bids
 4. 1/16/14 Board Approval
 5. Construction begins in Spring 2014 and ends Winter 2014.

2. Projects in between bidding and construction

- a. East Campus Building B Bridge Replacement, BHC # 781401-7901052-53411-79, BLDD # 135UX05.400
 - i. Project update:
 1. Bids were received on August 29th.
 2. A general contractor will provide temporary shoring for the Winter.
 3. Project will be rebid in the Spring with revised scope and less restrictive work hours. Storefront replacement will be added to the project scope.

3. Projects under construction

- a. Phase 3 Parking and Roadways, BHC # 7619-780104-53411-78, BLDD # 135UX06.400
 - i. Project Schedule:
 1. QCC work was completed on September 24th.
 2. EC work will begin next week – a coordination and scheduling meeting is set for September 26th on EC.
 - ii. Change Order and Contingency Update
 1. Construction Cost: \$435,367.35
 2. Contingency Allowance (10%):
 - a. QCC Contingency: \$24,607.69
 - b. EC Contingency: \$18,929.05
 3. Contingency used to date: \$0 (minor changes, will be determined by next month's meeting)
 4. A/E: \$56,800.
 5. Reimbursables (to date, includes printing): \$1,928.36 (not to exceed \$4,200)
- b. Science Lab Addition, BHC #7621-78104-53411-19, BLDD # 115UX26.400
 - i. Change Order and Contingency Update
 1. Construction Cost: \$2,334,000.00
 2. Contingency Allowance (8%): \$186,720.00
 3. Contingency used to date (through CO 21): \$59,637
 4. A/E: \$237,128.00
 5. Reimbursables (to date): \$14,234.53
 - ii. Project schedule:
 1. Punch list was performed on Monday, August 26, 2013. GC is working on final punch list items. O&M manuals and warranties are expected next week.
 2. Project is substantially complete.

- c. East Campus Sanitary Sewer Improvement, BHC # 731301-78103-53411-78, BLDD # 125UX18.400
 - i. Project is Substantially Complete
 - ii. Change Order and Contingency Update
 - 1. Construction Cost: \$ 179,770.00
 - 2. Contingency: \$26,218.70 (revised PHS report, was originally 10%, \$17,977)
 - 3. Contingency used to date: \$26,218.70
 - 4. A/E: \$15,500.00
 - 5. Reimbursables (to date): \$74.65
 - iii. Outstanding issues:
 - 1. There is an issue with an unpaid invoice to Needham Excavating that should be put back on Valley Construction. BLDD issued a letter to help resolve this matter on Monday, August 26, 2013.
 - 2. A light pole is located too close to the sewer line and may need to be relocated.
 - 3. Contractor retainage is still being held until these issues are resolved (no change from last month).
- d. East Campus Auto Shop HVAC Upgrade, BHC #731207-78103-53411-78, BLDD # 115UX11.403
 - i. Schedule: Project is Substantially Complete
 - ii. Change Order and Contingency Update
 - 1. Construction Cost: \$136,100.00
 - 2. Contingency used to date: \$0.00
 - 3. A/E: \$10,000.00
 - 4. Reimbursables (to date): \$708.10
 - iii. Outstanding issues: Record drawings and O&M manuals have been received, reviewed and returned to the Contractor. Once the Contractor revises these items the project can be closed out (no change from last month).
- e. Phase 2 Elevator Modernization, BHC # 731102-780103-53411-78, BLDD # 102UX18.408
 - i. Schedule:
 - 1. Building 2 construction is 99% complete.
 - 2. Building 1 construction is 99% complete.
 - ii. Change Order and Contingency Update
 - 1. Building 1:
 - a. Base Bid: \$197,237
 - b. Total Change Orders: \$47,374.62
 - c. Total Contract Sum to Date: \$244,611.62
 - 2. Building 2:
 - a. Base Bid: \$140,463
 - b. Total Change Orders: -18077.67 (includes -\$22,200 of voluntary VE items from Kone)
 - c. Total Contract Sum to Date: \$122,385.33
 - iii. Outstanding issues: A new sump pump was required for Building 1 and added to the scope of the Building 1 project.
- f. Expand East Campus Parking, CDB #810-004-007, BLDD # 115UX20.400
 - i. Schedule:
 - 1. The scheduled date of Substantial Completion is September 26, 2013.
 - 2. The scheduled date of Final Completion is October 20, 2013.
 - ii. Outstanding issues:
 - 1. An RFP will be issued for a drainage issue.

2. Only seeding remains. The parking lot will be usable by tomorrow afternoon after the punch list.
- g. EC Fire Alarm Upgrades, BHC # 731302-780103-53411-78, BLDD # 125UX28.400
- i. Status: Project is under construction
 - ii. Change Order and Contingency Update
 1. Construction Cost: \$598,342.00
 2. Contingency Allowance (5%): \$29,917.10
 3. Contingency used to date (CO 01 -CO 03): \$18,131.00
 4. A/E: \$66,500.00
 5. Reimbursables (to date): \$1,928.45
 - iii. Outstanding issues:
 1. GC will be back on site this week for testing.
 2. Training sessions will be coordinated with Ray.
 3. The speaker array has been ordered.
 4. The EC fire alarm system cannot communicate with the QCC system. RFPs have been issued to address this issue.
- h. EC HVAC Upgrades, multiple project numbers
- i. Change Order and Contingency Update
 1. Contingency Overall: \$34,675 (10%)
 - ii. Overall project update:
 1. Closeout documentation is required.
 2. Heating startup will be performed later this year.
 3. Additional programming is needed for the control work to be finished.
 - iii. EC Bldg A - Lower Level RTU Replacement
 1. Construction Cost: \$157,600.00
 2. Value Engineering: -\$8,500.00
 3. Contingency used to date: \$0.00
 4. A/E: \$12,500.00
 5. Reimbursables (to date): \$1,080.40
 - iv. EC Arena - Classroom/Office HVAC Upgrade
 1. Construction Cost: \$155,500.00
 2. Value Engineering: -\$12,050.00
 3. Contingency used to date: \$0.00
 4. A/E: \$9,500.00
 5. Reimbursables (to date): \$3,713.20
 - v. EC Arena - Yard Hydrant Replacement
 1. Construction Cost: \$44,000
 2. Value Engineering: -\$18,000
 3. Contingency used to date: \$3,480.21
 4. A/E: \$4,200.00
 5. Reimbursables (to date): \$74.20
 - vi. EC Bldg A Split System
 1. Construction Cost: \$15,100.00
 2. Contingency used to date: \$0.00
 3. A/E: \$4,000.00
 4. Reimbursables (to date): \$0.00
 - vii. CEC (Kewanee) - Split Systems
 1. Construction Cost: \$13,100.00
 2. Contingency used to date: \$0.00

3. A/E: \$2,000.00
 4. Reimbursables (to date): \$0.00
- i. QCC Building 3 Pool HVAC System Replacement, BHC # 731206-780103-53411-78, BLDD # 115UX11.405
 - i. Status: Project is under construction
 - ii. Change Order and Contingency Update
 1. Construction Cost: \$420,069 (after VE)
 2. Contingency Allowance (5%): \$21,003.45
 3. Contingency used to date: \$0
 4. A/E: \$37,000
 5. Reimbursables (to date): \$646.82
4. Project Closeout
 - a. Business Office Remodel, CDB # 810-004-006, BLDD #102UX19.400
 - i. All closeout documentation has been submitted to CDB for final closeout.
 - b. Student Services Center, BHC # 7601-71101-53411-71, BLDD # 115UX03.400
 - i. Project construction is complete and BLDD has processed the final application for payment. BLDD will provide BHC with a Statement of Final Completion for ICCB.
 - ii. Bush Construction has fixed the retaining wall and guard rail.
 - c. AHU-120 Replacement, BHC # 731201-78103-53411-78, BLDD # 115UX11.404
 - i. Project construction is complete and BLDD has processed the final application for payment. BLDD will provide BHC with a Statement of Final Completion for ICCB.
 5. Other Business
 - a. PHS FY 2011, Project III, Water Main Feed Renovation at East Campus - Complete
 - b. PHS FY 2011, Project II, Part A.5, Building 4 Elevator Upgrade at QCC – Project will be bid this Winter for Summer 2014 construction.
 - c. The BLDD invoices for the Phase 2 elevator modernization work can be split evenly between Buildings 1 and 2.
 - d. There are still some outstanding punch list issues that need to be addressed as a prt of the EC Lighting project.
 6. New Business
 7. The next meeting was scheduled for Monday, October 28th at 10 am.



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 T 312.496.0000 | F 312.496.0001
www.dka-design.com

**Black Hawk College
Health Sciences Center**
Project Schedule

Authorization to Begin Schematic Design	February 21, 2013
100% Schematic Design	April 18, 2013
100% Design Development	June 27, 2013
60% Construction Documents:	August 23, 2013
90% Construction Documents	October 16, 2013
99% Construction Documents	November 7, 2013
Out to Bid	November 21, 2013
Receipt of Bids	December 18, 2013
Board Approval of Bids	January 16, 2013 (<i>Board of Trustees Meeting</i>)
Start Construction	April 1, 2014
Substantial Completion	June 30, 2015 (15 months)
Occupancy	Fall Semester 2015

Position Status Report for BOT

10/7/2013

Positions Pending Approval	#	Status	Location	Comment	Replacement For?
N/A					

Positions In Process				Comment	Replacement For?
N/A					

Currently Posted Internally				Comment	# of Active Apps
Enrollment Services Assistant	1	PT	QC	Closed 10/04/13	5
Office Assistant (Facilities)	1	PT	QC	Closed 10/04/13	3
Office Assistant III (ASC Building 3)	1	PT	QC	Closed 10/04/13	7

Currently Posted Externally				Comment	# of Active Apps
Dual Credit Coordinator (Transfer)	1	PT	QC	Closes 10/13/13	10
Mathematics Instructor	1	FT	QC	Closes 12/8/13	25
Payroll Manager	1	FT	QC	Con't - initial rev 9/4/13-Interviews 10/10/13	53
Registrar	1	FT	QC	Closes 10/13/13	54

Closed and In Process					
Ag Facilities Assistant	1	PT	EC	Interviews scheduled 10/8/13	10
Console Monitor	2	PT	QC	Referencing candidate	2
Custodian I	1	PT	QC	Scheduling interviews	31
Dean of Business Development and Technology	1	FT	QC	Videoconferences scheduled 10/11/13	15
IT Systems Manager	1	FT	QC	Interviews scheduled 10/15/13	14
Learning Resource Center Coordinator	1	FT	EC	Committee screening applications	19
Mathematics Instructor	1	FT	EC	Committee screening applications	17
Office Assistant I	1	PT	CEC	Referencing candidate	54
Police Officer	1	PT	EC	Interviews scheduled 10/9/13	19
Program Assistant SSC	1	PT	QC	Interviews scheduled 10/9/13	101
Recruitment Coordinator	1	FT	EC	Committee screening applications	76

Filled				Comment
AA/EEO Officer	1	PT	QC	Dr. Candace Williams starts 10/21
Employment Specialist - HR Generalist	1	PT	QC	Kelly Ducey starts 10/10
Finance System Administrator	1	FT	QC	Robert Lazenby starts 10/21
HVAC Mechanic	1	PT	QC	Jaret Gelande starts 10/10
Outreach Coordinator III (Literacy Program)	1	FT	IWNC	Mikael Gibson started 10/7
Recruitment Coordinator/Admissions Advisor	1	FT	QC	Gabriella Hurtado started 9/23
Student Retention Coordinator	1	FT	QC	Jana Koch starts 10/10

Target Start Date: October 21

Positions on Hold				Comment	Replacement For?
Computer Science Instructor	1	FT	QC	On hold	Higbee/White

ICCTA MEETING AND CONVENTION SCHEDULE

ICCTA SEMINARS (Fridays) & BOARD OF REPRESENTATIVES (Saturdays): (unless otherwise noted)

November 8 – 9, 2013	Hyatt Regency, Schaumburg, IL
March 14 – 15, 2014	Wyndham Lisle-Chicago Hotel, Lisle, IL
April/May 2014 (TBA)	TBA, Springfield, IL

ICCTA LOBBY DAY:

April/May 2014 (TBA)	INB & State Capitol Complex, Springfield, IL (Wednesday)
----------------------	--

ICCTA ANNUAL CONVENTION:

June 6 – 7, 2014	Hilton Springfield Hotel, Springfield, IL
------------------	---

ICCTA REGIONAL AND OTHER MEETINGS:

August 2014	Executive Committee Planning Session, TBA
-------------	---

ILLINOIS COUNCIL OF COMMUNITY COLLEGE PRESIDENTS (ILCCCP):

October 24 – 25, 2013	Waubensee Community College, Aurora, IL (Thur); Rich Harvest Farms, Sugar Grove, IL (Fri)
November 7 – 8, 2013	Hyatt Regency, Schaumburg, IL
January 30 – 31, 2014	Heartland Community College, Normal, IL (joint meeting with CAO & CSSO)
March 13 – 14, 2014	Wyndham Lisle-Chicago Hotel, Lisle, IL
June 5 – 6, 2014	Hilton Springfield Hotel, Springfield, IL

ICCB MEETINGS:

November 15, 2013	Harry L. Crisp II Community College Center, Springfield, IL
December, 2013	Subject to Call
January 24, 2014	Harry L. Crisp II Community College Center, Springfield, IL
March 21, 2014	Danville Area Community College, Danville, IL
June 6, 2014	Hilton Springfield Hotel, Springfield, IL
July 2014	Subject to Call
September 19, 2014	Kishwaukee College, Malta, IL
November 21, 2014	Harry L. Crisp II Community College Center, Springfield, IL
December 2014	Subject to Call

IBHE MEETINGS:

December 10, 2013	Governors State University, University Park
-------------------	---

ICCB SAC MEETINGS:

November 8 – 9, 2013	Hyatt Regency, Schaumburg, IL
March 14 – 15, 2014	Wyndham Lisle-Chicago Hotel, Lisle, IL
June 6 – 7, 2014	Hilton Springfield Hotel, Springfield, IL

ACCT/AACC EVENTS:

October 2 – 5, 2013	ACCT Annual Leadership Congress, Seattle, WA
February 10 – 13, 2014	ACCT National Legislative Summit (NLS), Marriott Wardman Park Hotel, Washington, DC
October 22 – 25, 2014	ACCT Annual Leadership Congress, Chicago, IL

OTHER DATES/MEETINGS:

October 22 – 24, 2013	Illinois General Assembly – Veto Session
November 5 – 7, 2013	Illinois General Assembly – Veto Session
November 13, 2013	ISAC Meeting, Niles West High School, Skokie, IL
November 13 – 15, 2013	ICCCA Conference, President Abraham Lincoln Hotel, Springfield, IL
April 1, 2014	PTK Banquet, Crowne Plaza Hotel, Springfield, IL
April 2, 2014	Student Advocacy Day, Crowne Plaza Hotel, Springfield, IL
March/April (TBA)	2014 Professional Administrative Assistants Conference, Springfield, IL

Notes from ACCT Symposium on Student Success
and Leadership Congress
Seattle, Washington
October 1 – 5, 2013

Black Hawk College Trustees David Emerick, John McCooley and Dorothy Beck along with President Thomas Baynum spent five days in Seattle participating in the Symposium on Student Success (Tuesday and Wednesday) and in the ACCT Leadership Congress (Wednesday, Thursday, Friday and Saturday).

Symposium

The invitation-only symposium was packed with information and insight highlighting the urgent need for us in community colleges in particular to shift primary focus from enrolling increasing numbers of students to fostering the success and completion of our students once they are enrolled. This is the fourth year for the symposium which was sponsored by the Bill and Melinda Gates Foundation. We were presented with much information that spoke to the need for such a shift:

- The great majority (over 85%) of students enrolling for the first time in community colleges will be told they must enroll in one or more developmental courses before they can take many college-credit classes.
- Such students have a much lower probability of completing the degree or certificate program they start than those who are qualified to go directly into credit classes.
- The greater the number of developmental courses they must take, the greater the likelihood that they will drop out.
- Of the 330 million people in this country, 23% are under the age of eighteen. The competencies of our high school graduates are significantly lower in math, science and literacy than other developed countries' students.
- The students most at-risk are low-income, first-generation college students. Sub-groups within this demographic are particularly vulnerable.
- Performance based finding is coming. It already determines the level of state support in many states and has been adopted (but not yet tied specifically to funding) in Illinois.
- Accrediting agencies and employers are demanding solid data that shows continuous measurement of and improvement in learning outcomes at course, program, certificate and degree levels.

None of the points made at this symposium were brand new, but the context for addressing them may be. We have always known that community colleges exist to serve the educational needs of all those in our district – not just those with high educational attainments. So we have a responsibility to offer each student we bring in a fair shot at a credential that will provide him or her access to further education or to employment or to both.

According to ACCT, each college's *board of trustees* has a responsibility to help shift its college toward an emphasis on student success, if the college is not there already. This shift won't happen accidentally. It will require a series of deliberate measures which *begins* with a board retreat for self-evaluation. We were challenged to ask ourselves this question: Is the College worth the investment our state, taxpayers, students and donors are making in us?

To answer that question we will have to pay attention to the data the college is already collecting and to ask for any additional information we may need. There were several specific recommendations:

- We were urged to consider the Voluntary Framework of Accountability (VFA), an accountability system developed by the American Association of Community Colleges specifically for community colleges. Here is a link to a brochure that outlines their metrics.
<http://vfa.aacc.nche.edu/Documents/VFABrochureLowResolution.pdf>
- Another recommendation coming out of the Symposium is that we look closely at our Board meetings: How much of our meeting time each month is focused on measurable (not anecdotal) student success?
- We are urged to examine our board policies and college procedures to see which of these might be inhibiting student success. (Example: we used to allow students to register any time through the first week of class. Evidence demonstrates that such late entrance nearly always dooms a student to failure. BHC stopped doing that about four years ago.)
- Our strategic plan should spell out clearly how we will make data-driven decisions to improve student success.
- We were also strongly cautioned against certain measures: we must not narrow our mission; we must not lower standards or create exceptions for certain high-risk groups ("the soft bigotry of low expectations"), we must not diminish the role of faculty.
- Finally, we in Illinois may have the opportunity to join the Governance Institute for Student Success (GISS), a partnership between ACCT and the University of Texas at Austin, also funded by the Bill and Melinda Gates Foundation. Dr. Baynum knows a great deal about this Institute.

One cautionary note was emphasized: shifting a culture from a focus on enrollment to a focus on retention is not easy. Resistance will be strong, in most cases. If we are going to continue in the direction of making that shift, we have to be prepared for some anger and resentment from a few. It is important that each board gives its president clear authority to make this shift and that the trustees then back him or her in the face of opposition.

The Congress

The Congress proper opened on Wednesday evening with an address by Bill Gates who also spoke convincingly about the need to focus our efforts on helping students achieve the success for which they are capable. We went our separate ways for many of the subsequent sessions and have brought back numerous insights on a variety of topics including legal challenges we all face (McCooley), the Affordable Care Act (McCooley), Voluntary Framework of Accountability (Emerick and Beck), more information on the role of trustees in ensuring student success (Emerick, Beck, McCooley,) developing policies that are geared toward student success (Beck), voting in our regional caucus for our representatives to ACCT (Emerick) and representing BHC in the ACCT Senate (Emerick), and Board Self-Evaluation (Beck. Emerick tried to get in but the room was packed.).

Interesting breakout sessions attended by Trustee McCooley included one by officials from Elgin Community College, who have really stepped up and provided outstanding assistance for students seeking financial aid. The focus is not so much on getting them the aid (although that is important) but on counseling them that the debt has to be paid back and what the debt will do to their budget when they graduate. They have succeeded in getting more students to take out more reasonable loans and use it only for education. An example was one student who was prepared to take out \$16,000 in debt, and ended up taking out a \$1,600 loan!

Another session trustee McCooley found interesting was a legal update. The big topic was First Amendment Free Speech, and there were several cases in the last two years where colleges fired professors for speaking out politically, such as the professor from Kansas who went online and posted a big rant against the NRA and said their sons and daughters should be the next ones killed, following the shooting rampage at the Naval Shipyard. The general counsel for ACCT said if the topic is of public concern (that one was) (and if the speech wasn't during the course of the job, such as teaching in the classroom) courts will balance the free speech right vs. the college's rights to place reasonable restrictions and have a safe environment. They also urged colleges like ours to pass regulation regarding tobacco, alcohol, and any other misbehaviors that occur in our newly-opened student housing.

Most of the sessions were informative and useful. All of the sessions Trustee Beck attended except one emphasized the importance of regular – *at least annual* – board self evaluations. These are often done at the same time as the president's evaluation. Most accrediting agencies require such self evaluations which are typically done on day-long retreats facilitated by someone from ICCTA in our case or by ACCT. Here is the ACCT website with over a hundred possible questions from which we could choose or could tweak for our overdue self-evaluation. <http://www.trustee-education.org/leadership-assessment/board-self-assessment>

Finally, one of the points that was made over and over is the concern that about three hundred community college presidents are expected to retire within the next five years, and there is no strong pool of upcoming contenders. (At ACCT, there were trustees from colleges all over the country hungrily trolling for their next president. Some of them like ours. Just sayin'.)

Respectfully submitted,

Dorothy Beck, Secretary