

MISSION AND PURPOSES

The mission of Parkland College is to engage the community in learning.

The following purposes are of equal importance in fulfilling the mission of Parkland College:

- Serve students by providing:
 - high-quality and responsive developmental, technical/vocational, transfer, and lifelong educational programs;
 - high-quality and responsive support services;
 - a climate throughout the college that values and promotes integrity, inquiry, diversity, inclusion, active citizenship, global awareness, and academic freedom;
- Serve employees by providing a supportive and responsive work environment;
- Serve the larger community by providing services and resources that promote the intellectual, cultural, and economic development of Illinois Community College District 505.

PARKLAND COLLEGE

(Community College District #505)
2400 West Bradley Avenue
Champaign, Illinois

<https://parkland.zoom.us/j/7807379253>

Meeting ID: 780 737 9253

Dial by phone: 1 (312) 626-6799

Wednesday, February 17, 2021

Budget Workshop - 5:30 PM

Board of Trustees' Meeting - 7:00 PM

*Agenda items considered to be of a routine nature are marked with an asterisk, and will be included in the Consent Agenda Motion. Items not requested to be removed by any Trustee shall, upon a single motion of any Trustee, seconded by any other Trustee and unanimously approved, be deemed to have been duly approved with the same validity as if each action were separately moved, seconded and approved.

AGENDA

<u>Order of Business</u>	<u>Item</u>	<u>Page</u>	<u>Action</u>	<u>Information</u>
I.	Roll Call	1		X
II.	Pledge of Allegiance	2		X
III.	Consent Agenda Motion	3	X	
IV.	Public Comments	4		X
V.	Communication from PCA	A. Report from the President of PCA	5	X
VI.	Minutes	* A. Regular Minutes from January 20, 2021	6	
VII.	Institutional	A. President's Report	16	X
VIII.	Program Reports	A. Parkland Foundation Update	17	X
		B. Enrollment Update	18	X
		C. Legislative Update	19	X
IX.	Business & Finance	A. Freedom of Information Act (FOIA)	20	X
		B. Financial Statements	21	X
		* C. Invoices (including Board Travel)	37	
		D. 2021-2022 Tuition	45	X
		E. 2021-2022 Course Fee Schedule	46	X
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<u>Order of Business</u>	<u>Item</u>	<u>Page</u>	<u>Action</u>	<u>Information</u>
X. Academic & Student Services	* A. Application of Funds from External Sources	57		
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	* C. Policy Manual Updates	61		
XI. Closed Session		107	X	
XII. Open Meeting				
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XIV. Administrative Services	A. Personnel Report	108	X	
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XVI. Adjournment		128	X	

FEBRUARY

17 Board of Trustees Budget Workshop, 5:30 p.m.
17 Board of Trustees' Meeting, 7:00 p.m.

MARCH

11 Board of Trustees Meeting, 7:00 p.m., Room U325
12-14 ICCTA Meeting, Hyatt Regency, Schaumburg, IL
13-21 Parkland Spring Break (College Closed on Friday, March 19)

**NOT FOR RELEASE UNTIL AFTER THE MEETING OF THE PARKLAND
COLLEGE BOARD OF TRUSTEES ON FEBRUARY 17, 2021**

PARKLAND COLLEGE

February 10, 2021

TO: Members of the Board of Trustees

FROM: Dr. Thomas Ramage, President

SUBJECT: Board of Trustees' Meeting on February 17, 2021

I. ROLL CALL

INFORMATION

II. PLEDGE OF ALLEGIANCE

Trustees will lead the attendees in saying the Pledge of Allegiance.

INFORMATION

III. CONSENT AGENDA MOTION

Agenda items designated by an asterisk (*) are considered by administration to be routine items. Trustees are asked to review the agenda, and any Trustee can remove an item from the consent agenda motion for discussion prior to action being taken.

MOTION—Move to approve the consent agenda that includes all items included on the agenda that are preceded by an asterisk (*) as follows:

- Minutes from Regular Meetings held on January 20, 2021
- Invoices (including Board Travel)
- Application of Funds from External Sources
- Acceptance of Funds from External Sources
- Policy Manual Updates

IV. PUBLIC COMMENTS

The Chairman will open the floor for public comments.

INFORMATION

V. COMMUNICATION FROM PCA—Item A

REPORT FROM THE PRESIDENT OF PCA

Kevin Hastings, President of PCA, will give a brief update on PCA activities.

INFORMATION

VI. MINUTES—Item A*

MINUTES

Minutes of the Regular Meeting held on January 20, 2021, are presented for approval.

CONSENT MOTION—Move to approve minutes of the Board of Trustees' Regular Meeting held on January 20, 2021.

**MINUTES OF REGULAR MEETING OF THE
BOARD OF TRUSTEES
OF COMMUNITY COLLEGE DISTRICT #505
(Parkland College)**

**Counties of Champaign, Coles, Dewitt, Douglas, Edgar,
Ford, Iroquois, Livingston, McLean, Moultrie, Piatt, Vermilion, and State of Illinois**

JANUARY 20, 2021

ROLL CALL

The Meeting was called to order by Bianca Green, Vice-Chairman, at 7:00 p.m. the meeting was held electronically via Zoom. At the direction of Trustee Green, Krystal Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Mark Dixon, Timothy Johnson, James Voyles, Jonathan Westfield, and Victoire Mukumayi (Student Trustee). Also present were President Thomas Ramage and representatives of the administration, faculty, staff, and public.

CONSENT AGENDA MOTION

Trustee Green asked if Trustees had any questions regarding items included on the Consent Agenda.

It was moved by Mr. Johnson and seconded by Mr. Trimble to approve the consent agenda that includes all items on the agenda that are preceded by an asterisk.

The motion carried by the following vote: AYES—Ayers, Dixon, Johnson, Trimble, Voyles, Westfield, Mukumayi (Advisory Vote) and Green; NAYS—None; ABSENT—None.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Board of Trustees Regular Meeting held on December 16, 2020; and Special and Closed Session Meetings held on September 16, 2020.
- Approved the voucher checks listing thru December 31, 2020, totaling \$1,762,081.56.
- Declared the following as surplus property:
 - 2004 Kia Sorento
 - VIN# KNDJC733245249001
 - 2002 VW JETTA (VIN# 3VWSB69M42M068049)
 - 2001 Chrysler PT Cruiser (VIN# 3C8FY4BB71T696528)

- 1998 Oldsmobile Aurora (VIN# 1G3GR62C3W4125073)
- Approved the filing of the following grant applications:
 - Champaign Rotary Club: Frank Clark Grants
- Approved the awarding of funds from external sources as follows:
 - University of Illinois at Urbana-Champaign (UIUC): Global and International Studies in Social Science Course Development (Dept. Ed. Title VI Funding via REEEC)
- Approved the recommendation by Legal Counsel that the June 17, 2020 Closed Session minutes be released for public inspection.

PUBLIC COMMENTS

Chairman Green opened the floor for public comments.

There were no public comments.

REPORT FROM THE PRESIDENT OF PCA

Kevin Hastings, President of PCA, noted that there was nothing to report.

PRESIDENT'S REPORT

Dr. Thomas Ramage reported on the following:

- Introduced Kevin Hastings as the new PCA President.
- Budget Workshop is scheduled for February 17 at 5:30 p.m. The Regular Board Meeting will follow at 7:00 p.m.
- Registration for the virtual ACCT NLS conference is open. Trustees should let Krystal know if they are interested in attending.
- Parkland athletics will start back up next week.
 - a. Trustee Johnson stated that he feels Parkland athletics is well done and enhances the College in a number of ways, noting that it is a great source of pride for the College.
- Parkland has received its fourth National Science Foundation (NSF) grant for \$649,771. This grant is for Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM). We currently have three NSF-Advanced Technological Education (ATE) grants in the Ag area. Special thanks to Britt Carlson, Associate Professor in Chemistry; along with support from Chelsea Lloyd, Instructor in Microbiology; and Curtis Shoaf, Associate Professor in Physics, for their work in getting this grant.
- Chris Randles provided a CARES update A handout was provided to the Board.

- a. Dr, Ramage noted that enrollment is down about 18% compared to this time last year. We've budgeted for a 20% reduction. Community colleges and universities are suffering alike, most likely because of the online format. We anticipate better days going forward.
- b. Trustee Ayers asked if we did an evaluation to see how the first semester went, or if we can look into that. Dr. Ramage noted that we send end of course evaluations. They will look into those comments and how to collect that data.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Communications and External Affairs, provided a legislative update.

She also noted that Parkland has been working with legislators to garner support for the manufacturing training academy grant submission.

It was asked if we have any plans to renew our efforts for a baccalaureate nursing program. Dr. Ramage indicated that the shift has been towards child development. The need in nursing is still there, but child development may be easier to obtain.

FREEDOM OF INFORMATION ACT (FOIA)

Stephanie Stuart reported on the following FOIA requests:

<u>Requestor</u>	<u>Information Requested</u>
Ryan Evans	All students' directory information
Michael Ayele	Out of state records
Ken Deloian	Directory report

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for December reflect the results of operations of the College for the first six months of fiscal year 2021. The revised budget estimates indicate that expenses will exceed revenues by \$2,345,646 in the general operating funds.

- The financial statements have been adjusted to reflect:
 - Expense reductions for FY21 retirements due to the VSP programs.
 - College-wide expense reductions for contractual services, materials & supplies, and travel & meetings.
 - Expense reductions for fall student workers.
 - One-time expense reduction in annual capital outlay.

- The financial statements have not yet been adjusted for significant changes that have transpired in the first half of the fiscal year. These include:
 - Expense reductions for health costs due to VSP retirements.
- The key factors for the College's operating results in FY2021 will be tuition & fees revenue (enrollment), self-funded health claims, and continued impact of COVID-19.
- The College has now received \$30.9M of the total \$31.4M in property tax collections. This is only slightly behind last year's timing.
- The College has received its first five FY2021 ICCB Base Operating and Equalization grant payments.
- The tentative and original FY2021 budgets projected a \$4,964,925 deficit.
- The FY2021 unaudited beginning operating fund balance is approximately \$21.9M. This amount is 41% of operating expenditures.
- The FY2021 College tentative budget was lodged in July.
- The FY2021 College final budget was approved in September.
- The FY2020 College draft audit was presented at the November meeting. The Final Audit was issued in December without the Single Audit data, pending Federal DOE CAREs Act reporting rules. Parkland received an extension from ICCB and has an approved due date of March 31, 2021.
- The TY2020 tax levy was approved in November.
- The FY2021 budget workshop is tentatively planned for February 2021.

Mr. Randles stated that we continue, as noted in the bullet points, to adjust the general ledger with some of the cost saving initiatives. Additional cuts were also made to the contractual, commodities, and travel expenses. He reminded the Board that at the last Budget Workshop, we began with a projected \$4.9 million deficit if expenditures remained the same. Our enrollment is down less than projected; therefore, the budget is better than expected. While this year will look much better than expected, we'll be somewhere around 50% of where we were a decade ago. The question now becomes: if this is our new normal, can we sustain given this new lower number of students? He reminded the trustees the Budget Workshop is an open meeting and everything we discuss has some effect on negotiations.

Mr. Randles provided a document which shows CARES money and how it was dispersed to students and the institutional funds. We are getting ready for the second round of cares funding. We do not have good guidance, yet, if this can be used for lost revenue. We hope to have more information by the February meeting. He thanked Josh and Lily for their

amazing work in helping us track our Covid expenditures. In theory, they are eligible for 75% reimbursement from FEMA. We have about \$38,000 that we hope to be reimbursed for.

EXEMPT PURCHASE – COMEVO LAUNCH ONLINE ORIENTATION SOFTWARE

In support of our educational and institutional mission, Administration recommended licensing Comevo Launch Online Orientation Software. This software will provide the college access to an interactive online orientation program that is highly customizable, user-friendly, mobile-friendly, and available 24/7. This program will allow staff to customize orientation pathways for different groups of students and track students' progress through orientation. Orientation can be completed at a time that is convenient for the student. This online system reduces paper consumption, staff involvement, and in-person contact. The 24/7 online format allows a student to move through the enrollment pipeline more easily to complete registration.

- This is a five-year agreement to license Comevo Launch Online Orientation Software from Comevo, 3590 Sacramento Drive #130, San Luis Obispo, CA 93401, for a total cost of \$43,280. This cost includes \$23,280 for year one and \$5,000 annually for year 2 through 5.

This purchase relates to the following strategic goals:

Goal B: Completion: Parkland College will increase student retention, persistence, and completion.

Goal B1: Prioritize the student's first year across all areas of the college.

Goal D: Engagement: Parkland College will engage the district's institutions and communities to develop citizens who build and sustain economic, social, and cultural assets through work, service, and engagement.

Goal D4: Market the mission, programs, and services of Parkland College effectively to support the institution's enrollment goals and so that constituents fully understand the comprehensive programs offered that provide opportunities to students and support development of District 505 communities.

Goal E: Responsibility: Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

Goal E2. Utilize our strategic technology plan to support all areas of the college.

Goal E3. Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff, and students.

Administration recommended the purchase of Comevo Launch Online Orientation Software not to exceed a total cost of \$43,280. These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services; (g) contracts for duplicating machines and supplies. Board authorization is requested since the cost exceeds \$20,000. Funds for these purchases are available in the FY 2021 operating budget and Parkland Foundation funds as well as CARES, CURES, and GEER grant funds.

It was moved by Mr. Voyles and seconded by Mr. Ayers to approve the purchase of Comevo Launch Online Orientation Software from Comevo Corporation not to exceed a total cost of \$43,280.

The motion carried by the following vote: AYES—Ayers, Dixon, Johnson, Trimble, Voyles, Westfield, Mukumayi (Advisory Vote), and Green; NAYS—None; ABSENT—None.

EXEMPT PURCHASE – INSTRUCTIONAL/OFFICE COMPUTER HARDWARE & SOFTWARE

In support of the rotational plan for computer replacement, classroom instruction, updating servers/data storage and security requirements, the following recommendations were made:

- Purchasing Dell infrastructure systems SSD storage arrays to upgrade end of life systems, for instructional and office use from Dell Computer Corporation of Round Rock, Texas for a total cost of \$270,000.

This purchase relates to the following strategic goals:

Goal E: Responsibility: Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

Goal E2: Utilize our strategic technology plan to support all areas of the college.

Goal E3: Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff, and students.

Administration recommended the purchase of Instructional/Office Computer Hardware & Software not to exceed a total cost of \$270,000. These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services; (g) contracts for duplicating machines and supplies. Board

authorization is requested since the cost exceeds \$20,000. Funds for these purchases are available in the FY 2021 operating budget as well as CARES, CURES, and GEER grant funds.

It was moved by Mr. Trimble and seconded by Mr. Ayers to approve the purchase of Instructional/Office Computer Hardware & Software from Dell Computer Corporation not to exceed a total cost of \$270,000.

The motion carried by the following vote: AYES—Ayers, Dixon, Johnson, Trimble, Voyles, Westfield, Mukumayi (Advisory Vote), and Green; NAYS—None; ABSENT—None.

Trustee Trimble noted that they've approved a lot of technology expenditures using CARES funds, and is concerned about our ability to afford those going forward. Mr. Randles recognized that hardware will last for the lifespan of the equipment and software becomes an annual cost. This is something they plan to address at next month's meeting.

POLICY MANUAL UPDATES (LODGED)

The Parkland College Association (PCA) and Administration have completed the latest review of the Policy and Procedures Manual. The recommended changes are being lodged and will be presented as a consent motion for approval at the February meeting.

3.01 Policy Prohibiting Sex-Based Misconduct

Change in the Federal Title IX Law under the Trump Administration requires us to completely change our Policy and build new procedures.

9.07 Sabbatical Policy and Procedures

1. Considerable time has passed since the policy and bylaws was written or even reviewed by a representative group of individuals. Many minor revisions have been made to various sections. Some policies reside within the procedures section and there is some redundancy of information.
2. Individuals (faculty, sabbatical applicants, committee members, sabbatical recipients, PCA officers, administration) have expressed frustration about to the lack of clarity of the sabbatical PNP. Many feel it is neither reader- nor user-friendly.
3. PCA tasked the committee with revising some of the policies related to committee selection, chair selection, terms of committee members, etc., to bring those in-line with guidelines followed by other PCA committees.
4. PCA tasked the committee to find a way to strengthen the wording of the policy to more clearly define the professional growth and development of sabbatical leave.
5. The library staff would like a more clearly defined procedure for the submission of sabbatical reports. We've had problems in the past getting sabbatical recipients to turn in their reports in a timely manner. Some reports have even lacked discussion of the professional development achieved by the recipient. Given that these are made public on Parkland's online institutional repository (SPARK), there is concern that the public may view our sabbatical process as nothing more than time off.

6. The Parkland BOT have a fiduciary duty to the taxpayers in our district. Articulating goals and activities that demonstrate how sabbatical awardees will grow professionally as Parkland educators helps to ensure continued board support for sabbatical leave.

Mr. Hastings thanked Professor Julie Angel and the many others who put in the efforts to form Policy 9.07. Dr. Lau added that the it had been two decades since this policy had been updated and is the longest policy in the manual. They worked with a committee, which included representatives in every academic area. She explained that when we bring sabbatical proposals to the Board for approval, we want to make sure that every request feeds back to the quality of teaching and learning. Trustee Voyles asked if this was a negotiated benefit. Dr. Lau explained that the benefit is the opportunity to apply. It is managements responsibility to determine if funds are available. She noted that we are not accepting applications this year because of Covid.

Mr. Trame referenced Policy 3.01, noting that there was a massive change in the Title IX law which left colleges little time to rewrite the policy. We joined with other community colleges and worked with legal counsel to rewrite the policy in order to meet the requirements of the Federal government.

CLOSED SESSION

Chairman Green stated that the Board would not be going into closed session.

PERSONNEL REPORT

It was moved by Mr. Dixon and seconded by Mr. Voyles to approve the Personnel Report for January 2021, in accordance with the document that was provided to the Board.

The motion carried by the following vote: AYES—Ayers, Dixon, Johnson, Trimble, Voyles, Westfield, Mukumayi (Advisory Vote), and Green; NAYS—None; ABSENT—None.

TRUSTEE REPORTS

Trustee Johnson thanked Trustee Voyles for his help with a question he had. He also expressed his appreciation for Lorna Geiler’s professionalism in response to another question he had.

Trustee Johnson voiced his hatred for taxes and tuition increases, but recognizes the situation we’re in. He hopes that people from the public also realize their difficult position and is not critical. He noted that it’s either that or we do not have the best college.

Chairman Green thanked everyone at Parkland for continuing to do everything in their power to serve students. She understands we may still be in a challenging situation with

enrollment down, but has to believe we're heading in the right direction. She's hopeful that things will turn around by graduation.

Trustee Johnson voiced that Dean Smigielski is doing a great job and she is appreciated.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Ayers and seconded by Mr. Voyles for adjournment and voted AYE by all trustees present. The meeting was adjourned at 7:48 p.m.

Bianca Green, Chairman
Board of Trustees

James L. Ayers, Secretary
Board of Trustees

VII. INSTITUTIONAL—Item A

PRESIDENT'S REPORT

Dr. Thomas Ramage will give a brief report to the Board.

INFORMATION

VIII. PROGRAM REPORTS—Item A

PARKLAND FOUNDATION UPDATE

Tracy Wahlfeldt, Executive Director of the Parkland Foundation, will give an update on the activities of the Foundation.

INFORMATION

VIII. PROGRAM REPORTS—Item B

ENROLLMENT UPDATE

Kristin Smigielski, Dean of Enrollment Management, will provide the following enrollment reports:

- Fall 2020 End of Semester Enrollment
- Spring 2021 10th Day Enrollment

INFORMATION

VIII. PROGRAM REPORTS—Item C

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Communications and External Affairs, will give a legislative update.

INFORMATION

IX. BUSINESS & FINANCE—Item A

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Stephanie Stuart will review any requests made under the FOIA during the month and the disposition of the requests.

<u>Requestor</u>	<u>Information Requested</u>
Michael Ayele	Out of State Records
Kaitlyn Farley	FOIA Logs, President’s Business Expenditures
Mary Rankin	Student Information

INFORMATION

IX. BUSINESS & FINANCE—Item B

FINANCIAL STATEMENTS

The financial statements for January reflect the results of operations of the College for the first seven months of fiscal year 2021. The revised budget estimates indicate that expenses will exceed revenues by \$2,487,490 in the general operating funds.

- The financial statements have been adjusted to reflect:
 - Expense reductions for FY21 retirements due to the VSP programs prior to December 31, 2020.
 - College-wide expense reductions for contractual services, materials & supplies, and travel & meetings.
 - Expense reductions for fall student workers.
 - One-time expense reduction in annual capital outlay.
- The financial statements have not yet been adjusted for significant changes that have transpired in the first half of the fiscal year. These include:
 - Expense reductions for FY21 retirements due to the VSP programs post December 31, 2020.
 - Expense reductions for health costs due to VSP retirements.
- The key factors for the College’s operating results in FY2021 will be tuition & fees revenue (enrollment), self-funded health claims, and continued impact of COVID-19.
- The College has now received \$30.9M of the total \$31.4M in property tax collections. This is slightly behind last year’s timing. Champaign and Douglas County have material payments still due.
- The College has received its first seven FY2021 ICCB Base Operating and Equalization grant payments.
- The tentative and original FY2021 budgets projected a \$4,964,925 deficit.
- The FY2021 unaudited beginning operating fund balance is approximately \$21.9M. This amount is 41% of operating expenditures.
- The FY2021 College tentative budget was lodged in July.
- The FY2021 College final budget was approved in September.
- The FY2020 College draft audit was presented at the November meeting. The Final Audit was issued in December without the Single Audit data, pending Federal DOE CAREs Act reporting rules. Parkland received an extension from ICCB and has an approved due date of March 31, 2021.
- The TY2020 tax levy was approved in November.

INFORMATION

Parkland College
Board of Trustees Balance Sheet
For the 07 Months Ending January 31, 2021

	General Funds	Special Revenue	Oper/Maint Restricted	Auxiliary Funds	Fiduciary Funds	Total All Funds
Assets						
Cash	\$4,569,852	\$1,400,833	\$5,678,020	\$700,606	\$9,677,729	\$22,027,040
Investments	25,301,739	49,310	0	0	0	25,351,049
Receivables						
Taxes	(459,906)	(59,040)	(17,857)	0	0	(536,802)
Tuition and Fees	7,125,439	1,500	0	106,828	0	7,233,768
Other	442,627	(4,545)	0	58,092	0	496,174
Accrued Revenue	0	0	0	0	0	0
Inventory	0	0	0	0	0	0
Other Assets	(22,195)	22,873	0	707,257	0	707,934
Total Assets	\$36,957,557	\$1,410,931	\$5,660,164	\$1,572,783	\$9,677,729	\$55,279,163
Liabilities						
Accounts Payable	\$29,994	\$0	\$0	\$33	(\$280)	\$29,747
Salaries & Withholdings Payable	931,707	932	0	0	0	932,639
Vacation Payable	1,302,944	161,347	0	150,922	0	1,615,213
Retirement Payable	2,112,196	0	0	0	0	2,112,196
Deferred Revenue	9,505,405	1,555,216	990,163	(217)	0	12,050,568
Other	2,251,221	(4,165)	0	1,508	2,078,651	4,327,215
Total Liabilities	16,133,467	1,713,330	990,163	152,246	2,078,371	21,067,577
Fund Balance						
Fund Balance Beginning	21,942,617	1,665,754	4,245,851	1,875,214	7,599,358	37,328,795
Current Year						
Revenues over Expenses	(1,118,528)	(1,968,152)	424,149	(454,678)	0	(3,117,208)
Total Fund Balance	20,824,090	(302,398)	4,670,001	1,420,537	7,599,358	34,211,587
Total Liabilities and Fund Balance	\$36,957,557	\$1,410,931	\$5,660,164	\$1,572,783	\$9,677,729	\$55,279,163

BOT_BS
2021-02-02, 9:35 AM

Parkland College
Board of Trustees Income Statement
Filters: BOT Funds
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	34,428,405	34,428,405	451,943	1,167,986	0	33,260,419
State Government	4,984,460	10,534,965	1,886,339	5,864,588	0	4,670,377
Federal Government	18,483,943	29,912,979	229,083	8,291,244	0	21,621,736
Tuition and Fees	24,872,432	24,872,432	2,069,300	24,821,996	0	50,436
Sales and Services	3,671,300	3,671,300	510,439	1,702,972	0	1,968,328
Investments	594,000	594,000	4,817	34,541	0	559,459
Other	1,044,500	1,064,870	216,220	493,362	0	571,507
Total Revenues	88,079,040	105,078,951	5,368,142	42,376,688	0	62,702,263
Expenses						
Salaries	41,811,811	42,908,539	3,367,612	23,689,323	12,852,671	6,366,545
Benefits	8,496,355	8,853,852	675,962	5,130,992	3,113,580	609,280
Contractual Services	4,777,701	5,916,667	245,852	2,970,877	412,483	2,533,307
Commodities	5,868,134	6,063,371	395,659	2,923,855	698,519	2,440,997
Travel and Meeting	861,186	1,082,027	11,343	92,818	14,926	974,283
Fixed Charges	6,540,924	6,592,046	185,218	5,321,572	71,081	1,199,394
Utilities	1,836,991	1,846,682	81,690	573,950	1,083,550	189,181
Capital Outlay	4,915,004	6,353,239	78,592	1,357,463	425,859	4,569,917
Other	20,668,885	25,063,328	141,824	7,786,603	64,720	17,212,006
Contingency	0	0	0	0	0	0
Total Expenses	95,776,991	104,679,751	5,183,752	49,847,454	18,737,389	36,094,909
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	(7,697,951)	399,200	184,390	(7,470,765)	(18,737,389)	26,607,354

BOT_IS - BOT Funds
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: General Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	23,927,919	23,927,919	431,093	1,124,171	0	22,803,748
State Government	4,984,460	4,984,460	1,541,605	3,775,735	0	1,208,725
Federal Government	125,000	125,000	13,446	58,435	0	66,565
Tuition and Fees	21,759,422	21,759,422	1,836,620	22,502,962	0	(743,540)
Sales and Services	188,500	188,500	5,722	34,482	0	154,018
Investments	522,000	522,000	4,237	30,588	0	491,412
Other	986,500	986,500	204,036	431,616	0	554,884
Total Revenues	52,493,801	52,493,801	4,036,759	27,957,989	0	24,535,812
Expenses						
Salaries	37,734,251	36,533,248	3,009,890	20,736,427	11,479,808	4,317,013
Benefits	6,916,671	6,916,671	580,882	4,153,346	2,724,389	38,936
Contractual Services	3,059,333	2,790,606	89,538	1,683,568	117,996	989,042
Commodities	3,542,215	3,052,038	107,746	1,259,243	354,743	1,438,052
Travel and Meeting	586,316	495,181	5,480	34,385	2,296	458,500
Fixed Charges	70,309	70,309	4,172	32,033	0	38,276
Utilities	1,835,191	1,835,191	80,160	569,002	1,082,748	183,442
Capital Outlay	650,000	232,060	26,820	84,140	0	147,920
Other	2,199,440	2,190,988	104,678	526,883	0	1,664,105
Contingency	0	0	0	0	0	0
Total Expenses	56,593,726	54,116,291	4,009,365	29,079,026	15,761,980	9,275,286
Transfers (Net)	(865,000)	(865,000)	(551)	2,509	0	(867,509)
Revenues over Expenses	(4,964,925)	(2,487,490)	26,843	(1,118,528)	(15,761,980)	14,393,017

BOT_IS - General Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 01 - Education Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	17,943,608	17,943,608	419,212	1,099,206	0	16,844,402
State Government	4,984,460	4,984,460	1,541,605	3,775,735	0	1,208,725
Federal Government	125,000	125,000	13,446	58,435	0	66,565
Tuition and Fees	21,759,422	21,759,422	1,836,620	22,502,962	0	(743,540)
Sales and Services	188,500	188,500	5,722	34,482	0	154,018
Investments	517,000	517,000	3,689	27,559	0	489,441
Other	211,500	211,500	47,884	60,413	0	151,087
Total Revenues	45,729,490	45,729,490	3,868,178	27,558,791	0	18,170,699
Expenses						
Salaries	35,852,734	34,687,082	2,873,687	19,746,682	10,827,581	4,112,819
Benefits	6,199,701	6,199,701	515,127	3,685,033	2,399,091	115,578
Contractual Services	2,516,307	2,247,580	58,715	1,470,313	90,501	686,766
Commodities	3,154,687	2,664,510	85,575	1,109,417	223,216	1,331,878
Travel and Meeting	567,216	476,081	5,480	32,730	2,296	441,055
Fixed Charges	40,060	40,060	900	14,186	0	25,874
Utilities	15,400	15,400	6,124	6,124	1,276	8,001
Capital Outlay	650,000	5,980	6,500	12,480	0	(6,500)
Other	2,199,440	2,190,988	104,678	526,883	0	1,664,105
Contingency	0	0	0	0	0	0
Total Expenses	51,195,545	48,527,381	3,656,786	26,603,846	13,543,960	8,379,574
Transfers (Net)	(865,000)	(865,000)	(551)	2,509	0	(867,509)
Revenues over Expenses	(6,331,055)	(3,662,891)	210,841	957,454	(13,543,960)	8,923,616

Parkland College
Board of Trustees Income Statement
Filters: 02 - Operation/Maintenance Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	5,984,311	5,984,311	11,881	24,965	0	5,959,346
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	5,000	5,000	548	3,030	0	1,970
Other	775,000	775,000	156,152	371,203	0	403,797
Total Revenues	6,764,311	6,764,311	168,580	399,198	0	6,365,113
Expenses						
Salaries	1,881,517	1,846,166	136,203	989,745	652,227	204,194
Benefits	716,970	716,970	65,754	468,313	325,298	(76,642)
Contractual Services	543,026	543,026	30,823	213,254	27,495	302,277
Commodities	387,528	387,528	22,171	149,827	131,527	106,174
Travel and Meeting	19,100	19,100	0	1,655	0	17,445
Fixed Charges	30,249	30,249	3,272	17,846	0	12,403
Utilities	1,819,791	1,819,791	74,036	562,878	1,081,472	175,441
Capital Outlay	0	226,080	20,320	71,660	0	154,420
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	5,398,181	5,588,910	352,579	2,475,179	2,218,019	895,711
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	1,366,130	1,175,401	(183,998)	(2,075,982)	(2,218,019)	5,469,402

BOT_IS - 02 - Operation/Maintenance Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 03 - Oper/Maint Restricted Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	2,240,617	2,240,617	4,455	9,362	0	2,231,255
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	508,583	508,583	47,530	541,314	0	(32,731)
Sales and Services	0	0	0	0	0	0
Investments	60,000	60,000	51	338	0	59,662
Other	0	0	0	0	0	0
Total Revenues	2,809,200	2,809,200	52,036	551,014	0	2,258,186
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	605	3,628	0	(3,628)
Contractual Services	440,982	440,982	0	1,761	0	439,221
Commodities	(108,855)	(108,855)	0	0	0	(108,855)
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	0	0	0	0	0	0
Utilities	0	0	0	0	0	0
Capital Outlay	4,255,004	4,255,004	0	121,476	0	4,133,528
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	4,587,131	4,587,131	605	126,865	0	4,460,266
Transfers (Net)	(508,583)	(508,583)	0	0	0	(508,583)
Revenues over Expenses	(2,286,514)	(2,286,514)	51,431	424,149	0	(2,710,663)

BOT_JS - 03 - Oper/Maint Restricted Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 04 - Bond & Interest Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	4,734,114	4,734,114	9,398	19,748	0	4,714,366
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Revenues	4,734,114	4,734,114	9,398	19,748	0	4,714,366
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0
Commodities	0	0	0	0	0	0
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	5,283,710	5,283,710	0	4,373,305	0	910,405
Utilities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	5,283,710	5,283,710	0	4,373,305	0	910,405
Transfers (Net)	508,583	508,583	0	0	0	508,583
Revenues over Expenses	(41,013)	(41,013)	9,398	(4,353,557)	0	4,312,544

BOT_IS - 04 - Bond & Interest Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 05 - Auxiliary Enterprises Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	2,604,427	2,604,427	185,151	1,777,720	0	826,707
Sales and Services	3,482,800	3,482,800	504,717	1,668,490	0	1,814,310
Investments	2,000	2,000	5	30	0	1,970
Other	58,000	58,000	12,184	42,019	0	15,981
Total Revenues	6,147,227	6,147,227	702,056	3,488,259	0	2,658,968
Expenses						
Salaries	2,674,527	2,671,527	199,971	1,407,122	819,145	445,260
Benefits	470,535	470,535	34,980	273,048	179,215	18,272
Contractual Services	1,001,611	1,004,611	88,079	566,860	274,212	163,538
Commodities	2,272,114	2,272,114	235,425	1,349,184	305,329	617,601
Travel and Meeting	251,136	251,136	2,339	5,181	12,567	233,388
Fixed Charges	586,905	586,905	179,026	308,468	71,081	207,357
Utilities	1,800	1,800	142	998	802	0
Capital Outlay	0	0	0	0	0	0
Other	273,476	273,476	1,166	33,151	0	240,325
Contingency	0	0	0	0	0	0
Total Expenses	7,532,104	7,532,104	741,128	3,944,013	1,662,351	1,925,741
Transfers (Net)	875,000	875,000	1,076	1,076	0	873,924
Revenues over Expenses	(509,877)	(509,877)	(37,996)	(454,678)	(1,662,351)	1,607,151

BOT_IS - 05 - Auxiliary Enterprises Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: Special Revenue Funds
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	3,525,755	3,525,755	6,998	14,705	0	3,511,050
State Government	0	5,550,505	344,734	2,088,854	0	3,461,652
Federal Government	18,358,943	29,787,979	215,637	8,232,808	0	21,555,171
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	20,370	0	19,727	0	642
Total Revenues	21,884,698	38,884,609	567,369	10,356,093	0	28,528,516
Expenses						
Salaries	1,403,033	3,703,764	157,750	1,545,774	553,718	1,604,272
Benefits	1,109,149	1,466,646	59,495	700,970	209,976	555,700
Contractual Services	275,775	1,680,468	68,236	718,688	20,275	941,506
Commodities	162,660	848,074	52,488	315,428	38,448	494,199
Travel and Meeting	23,734	335,710	3,524	53,252	63	282,395
Fixed Charges	600,000	651,122	2,020	607,767	0	43,356
Utilities	0	9,691	1,388	3,951	0	5,740
Capital Outlay	10,000	1,866,176	51,772	1,151,847	425,859	288,469
Other	18,195,969	22,598,865	35,980	7,226,569	64,720	15,307,575
Contingency	0	0	0	0	0	0
Total Expenses	21,780,320	33,160,515	432,654	12,324,245	1,313,059	19,523,211
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	104,378	5,724,094	134,714	(1,968,152)	(1,313,059)	9,005,305

BOT_IS - Special Revenue Funds
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 06 - Restricted Purposes Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	0	0	0	0	0	0
State Government	0	5,550,505	344,734	2,088,854	0	3,461,652
Federal Government	18,358,943	29,787,979	215,637	8,232,808	0	21,555,171
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	20,370	0	19,370	0	1,000
Total Revenues	18,358,943	35,358,854	560,371	10,341,031	0	25,017,823
Expenses						
Salaries	168,674	2,469,405	60,221	835,883	154,096	1,479,425
Benefits	0	357,497	14,963	145,741	61,594	150,162
Contractual Services	0	1,405,693	67,006	576,916	7,215	821,562
Commodities	0	684,164	39,523	226,456	19,923	437,785
Travel and Meeting	0	312,226	3,493	53,086	63	259,077
Fixed Charges	0	51,122	2,020	21,494	0	29,628
Utilities	0	9,691	1,388	3,951	0	5,740
Capital Outlay	0	1,856,176	51,772	1,145,522	425,859	284,794
Other	18,190,269	22,593,165	35,980	7,226,845	64,720	15,301,600
Contingency	0	0	0	0	0	0
Total Expenses	18,358,943	29,739,138	276,368	10,235,894	733,471	18,769,773
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	0	5,619,716	284,003	105,137	(733,471)	6,248,050

BOT_IS - 06 - Restricted Purposes Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 11 - Audit Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	89,425	89,425	178	374	0	89,051
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Revenues	89,425	89,425	178	374	0	89,051
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contractual Services	67,000	67,000	0	56,830	0	10,170
Commodities	0	0	0	0	0	0
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	0	0	0	0	0	0
Utilities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	67,000	67,000	0	56,830	0	10,170
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	22,425	22,425	178	(56,456)	0	78,881

BOT_IS - 11 - Audit Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 12 - Liability, Prot, & Stmnt Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	3,436,330	3,436,330	6,820	14,330	0	3,422,000
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	0	0	358	0	(358)
Total Revenues	3,436,330	3,436,330	6,820	14,688	0	3,421,642
Expenses						
Salaries	1,234,359	1,234,359	97,529	709,891	399,621	124,847
Benefits	1,109,149	1,109,149	44,532	555,228	148,382	405,539
Contractual Services	208,775	207,775	1,229	84,942	13,060	109,774
Commodities	162,660	163,910	12,965	88,972	18,525	56,414
Travel and Meeting	23,734	23,484	30	166	0	23,318
Fixed Charges	600,000	600,000	0	586,272	0	13,728
Utilities	0	0	0	0	0	0
Capital Outlay	10,000	10,000	0	6,325	0	3,675
Other	5,700	5,700	0	(276)	0	5,976
Contingency	0	0	0	0	0	0
Total Expenses	3,354,377	3,354,377	156,286	2,031,521	579,588	743,268
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	81,953	81,953	(149,466)	(2,016,834)	(579,588)	2,678,374

BOT_IS - 12 - Liability, Prot, & Stmnt Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: Fiduciary Funds
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	10,000	10,000	524	3,585	0	6,415
Other	0	0	0	0	0	0
Total Revenues	10,000	10,000	524	3,585	0	6,415
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0
Commodities	0	0	0	0	0	0
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	0	0	0	0	0	0
Utilities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	0	0	0	0	0	0
Transfers (Net)	(10,000)	(10,000)	(524)	(3,585)	0	(6,415)
Revenues over Expenses	0	0	0	0	0	0

Parkland College
Board of Trustees Income Statement
Filters: 07 - Working Cash Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	10,000	10,000	524	3,585	0	6,415
Other	0	0	0	0	0	0
Total Revenues	10,000	10,000	524	3,585	0	6,415
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0
Commodities	0	0	0	0	0	0
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	0	0	0	0	0	0
Utilities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	0	0	0	0	0	0
Transfers (Net)	(10,000)	(10,000)	(524)	(3,585)	0	(6,415)
Revenues over Expenses	0	0	0	0	0	0

BOT_IS - 07 - Working Cash Fund
2021-02-02, 9:37 AM

Parkland College
Board of Trustees Income Statement
Filters: 10 - Trust & Agency Fund
For the 07 Months Ending January 31, 2021

	Original Budget	Revised Budget	Actual		Encumber YTD	Balance Available
			January	YTD		
Revenues						
Local Government	0	0	0	0	0	0
State Government	0	0	0	0	0	0
Federal Government	0	0	0	0	0	0
Tuition and Fees	0	0	0	0	0	0
Sales and Services	0	0	0	0	0	0
Investments	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Revenues	0	0	0	0	0	0
Expenses						
Salaries	0	0	0	0	0	0
Benefits	0	0	0	0	0	0
Contractual Services	0	0	0	0	0	0
Commodities	0	0	0	0	0	0
Travel and Meeting	0	0	0	0	0	0
Fixed Charges	0	0	0	0	0	0
Utilities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Other	0	0	0	0	0	0
Contingency	0	0	0	0	0	0
Total Expenses	0	0	0	0	0	0
Transfers (Net)	0	0	0	0	0	0
Revenues over Expenses	0	0	0	0	0	0

BOT_IS - 10 - Trust & Agency Fund
2021-02-02, 9:37 AM

IX. BUSINESS & FINANCE—Item C*

INVOICES (INCLUDING BOARD TRAVEL)

Included herein are the voucher checks listing thru January 31, 2021.

CONSENT MOTION—Approve the voucher checks listing thru January 31, 2021, totaling \$958,039.53 in accordance with the document that will be incorporated in the official minutes.

PARKLAND COLLEGE
VOUCHER CHECKS LISTING THRU JANUARY 31, 2021

CHECK NUMBER	PAY DATE	PAYEE NAME	AMOUNT	AMOUNT	GL ACCOUNT DESCRIPTION
0976807	01/07/2021	Aircraft Systems, Inc.		1,595.09	Aviation Program: Repair Materials/Supplies
0976808	01/07/2021	Amazon		179.00	Business-Computer Sci Tech: Advertising
0976809	01/07/2021	Ameren Illinois		2,125.92	Utilities: Electricity
0976810	01/07/2021	Anixter Inc		6,123.75	Academic Computing: Telephone
0976811	01/07/2021	Assoc of Veterinary Tech Educa		210.00	Vet Tech: Other Contractual Services
0976812	01/07/2021	AT&T		803.72	Utilities: Telephone
0976813	01/07/2021	AT&T		1,252.92	Utilities: Telephone
0976814	01/07/2021	Benefit Planning Consultants I		423.90	General: Unreimb med/child
0976815	01/07/2021	Birkey's Farm Store, Inc		18,400.00	Perkins Post Secondary FY21: Equipment-Instructional >2500
0976816	01/07/2021	Bushue Background Screening		338.00	Human Resource: Recruit Personnel/Athletes
0976817	01/07/2021	Capitol Group		1,684.27	Construction Tech: Instructional Supplies
0976818	01/07/2021	CDW-Government		3,765.32	Computing Administration: Other Contractual Services
0976819	01/07/2021	Champaign Co Regional Planning		567.06	Perkins Post Secondary FY21: Advertising
0976820	01/07/2021	Champaign Rural King		1,000.00	Truck Driving: Rental-Facilities
0976821	01/07/2021	Champaign True Tires		14.00	Public Safety: Vehicle Supplies
0976822	01/07/2021	Chemco Industries Inc		578.35	Grounds: Maintenance/Custodial Supply
0976823	01/07/2021	Clean Slate Consultants		90.00	Administrative Software Proj: Consultants
0976824	01/07/2021	Cognella Inc		1,253.05	Bookstore: Resale Textbooks
0976825	01/07/2021	Consolidated Edison Developmen		3,751.12	Utilities: Electricity
0976826	01/07/2021	Megan N. Coy		139.87	FCAE: Telephone
0976827	01/07/2021	D1 Networks, Llc		7,860.00	Computing Administration: Other Material and Supplies
0976828	01/07/2021	D2L Ltd		5,064.75	CARES SIP: Other Contractual Services
0976829	01/07/2021	Dell Marketing LP		2,580.46	Computing Administration: Other Material and Supplies
0976830	01/07/2021	Depke Gases & Welding Supplies		477.10	Maintenance: Maintenance Services
0976831	01/07/2021	Desser Tire & Rubber Co.LLC		500.16	Aviation Program: Repair Materials/Supplies
0976832	01/07/2021	DexYP		3,099.00	Aviation Program: Advertising
0976833	01/07/2021	Diane Johner		60.00	Child Development: Other Contractual Services
0976834	01/07/2021	Dean Dittmar		235.11	FCAE: Telephone
0976835	01/07/2021	EC Baseball Club LLC		3,000.00	Baseball: Rental-Facilities
0976836	01/07/2021	Encova Insurance		14,130.00	Institutional: Workers Comp Ins
0976837	01/07/2021	Enterprise Rent-A-Car Midwest		818.00	Transportation: Rental-Equipment
0976838	01/07/2021	Enterprise Rent-A-Car Midwest		818.00	Transportation: Rental-Equipment
0976839	01/07/2021	First Western Equipment Financ		407.85	Custodial: Maintenance Services
0976840	01/07/2021	Mr. Thomas C. Fischer		1,288.43	Academic Institutional: Staff Development-Faculty
0976841	01/07/2021	FPE Automation Inc		2,091.18	Perkins Post Secondary FY21: Equipment-Instructional >2500
0976842	01/07/2021	GFI Digital Inc		1,719.56	Computing Administration: Other Contractual Services
0976843	01/07/2021	Health First		135.81	Dental Hygiene: Instructional Supplies
0976844	01/07/2021	John Heiser		69.20	FCAE: Other Material and Supplies
0976845	01/07/2021	Holt Supply Company		175.40	Maintenance: Maintenance/Custodial Supply
0976846	01/07/2021	Hu-Friedy Mfg Co LLC		856.86	Occupational Hlth: Other Supplies
0976847	01/07/2021	Illini Media		400.00	Aviation Program: Advertising
0976848	01/07/2021	Illinois American Water		551.39	Utilities: Water, Sewage
0976849	01/07/2021	Interstate Battery System		626.40	Maintenance: Maintenance/Custodial Supply
0976850	01/07/2021	Kirby Risk Electrical Supply		1,771.48	Custodial: Maintenance/Custodial Supply
0976851	01/07/2021	Learning Resources Network		247.50	Professional Development: Instr Service Contracts
0976852	01/07/2021	M J Kellner Co., Inc.		384.15	Child Development: Other Material and Supplies
0976853	01/07/2021	Manpower		280.00	Human Resource: Recruit Personnel/Athletes
0976854	01/07/2021	Martin One Source		675.89	Central Receiving: Office-Supplies
0976855	01/07/2021	Julie McCleary		130.59	FCAE: Office-Supplies
0976856	01/07/2021	McCormick Distributing Inc		639.67	Child Development: Other Material and Supplies
0976857	01/07/2021	Midland Paper Company		1,484.53	Reprographics: Other Material and Supplies
0976858	01/07/2021	Midwest Computer Products Inc		8,184.00	Computing Administration: Maintenance Services
0976859	01/07/2021	Monticello Chamber of Commerce		75.00	Unrestricted/Creating Impact: Publications and Dues
0976860	01/07/2021	Muncie Aviation Company		292.88	Aviation Program: Repair Materials/Supplies
0976861	01/07/2021	PartnerShip LLC		270.23	Diesel Power: Other Material and Supplies
0976862	01/07/2021	Paxton Area Chamber of Commerc		125.00	Community Ed Admin: Publications and Dues
0976863	01/07/2021	Pearson Education		16,756.89	Bookstore: Resale Textbooks
0976864	01/07/2021	Penguin Random House LLC		103.36	Bookstore: Resale Textbooks
0976865	01/07/2021	Pocket Nurse Enterprises Inc		1,646.03	CNA: Instructional Supplies
0976866	01/07/2021	Prairieland Feeds		47.76	Vet Tech: Instructional Supplies
0976867	01/07/2021	Protrain Llc		318.00	Professional Development: Instr Service Contracts
0976868	01/07/2021	Regional Office of Education		1,228.15	FCAE: Other Fixed Charges
0976869	01/07/2021	RegisterBlast		125.00	Assessment Center: Other Contractual Services
0976870	01/07/2021	Rogards Office PLUS		690.55	Central Receiving: Office-Supplies
0976871	01/07/2021	Ms. Nancy A. Roth		31.06	CNA: Travel In State-Faculty
0976872	01/07/2021	SDC Publications		492.00	Bookstore: Resale Textbooks
0976873	01/07/2021	Shaker Recruitment Marketing		3,657.00	Human Resource: Advertising
0976874	01/07/2021	Sharegate Group Inc.		3,995.00	Computing Administration: Maintenance Services
0976875	01/07/2021	Rod Shilts		175.00	Marketing: Printing
0976876	01/07/2021	Starcrest Cleaners		204.54	Public Safety: Other Contractual Services
0976878	01/07/2021	Storage 309		405.00	College Theatre: Other Contractual Services
0976879	01/07/2021	T-Mobile USA, Inc.		55.91	Utilities: Telephone
0976880	01/07/2021	Technology Management Revolvin		177.08	Public Safety: Other Contractual Services
0976881	01/07/2021	Troxell Communications		4,411.50	Academic Computing: Audio/Visual Materials
0976882	01/07/2021	United Parcel Service		396.67	Central Receiving: Postage

0976883	01/07/2021	University Aviation Associatio		575.00	Aviation Program: College Conf/Meeting Expense
0976884	01/07/2021	Urbana & Champaign Sanitary Di		5,665.64	Utilities: Water, Sewage
0976885	01/07/2021	Veolia Water Technologies Inc.		1,458.50	Maintenance: Maintenance/Custodial Supply
0976886	01/07/2021	Verizon Wireless		2,255.84	Utilities: Telephone
0976887	01/07/2021	Voices for All, LLC		147.00	Professional Development: Instr Service Contracts
0976888	01/07/2021	VWR International LLC		519.33	Biology: Instructional Supplies
0976889	01/07/2021	Wex Bank		308.60	Athletics General Fund: College Conf/Meeting Expense
0976890	01/07/2021	World Education LLC		279.00	Professional Development: Instr Service Contracts
0976891	01/07/2021	Xerox Corporation		7,100.48	Reprographics: Install Pay Lease/Pur Agree
0976892	01/07/2021	Aircraft Systems, Inc.	1,595.09		Aviation Program: Repair Materials/Supplies
0976893	01/07/2021	Amazon	179.00		Business-Computer Sci Tech: Advertising
0976894	01/07/2021	Ameren Illinois	2,125.92		Utilities: Electricity
0976895	01/07/2021	Anixter Inc	6,123.75		Academic Computing: Telephone
0976896	01/07/2021	Assoc of Veterinary Tech Educa	210.00		Vet Tech: Other Contractual Services
0976897	01/07/2021	AT&T	803.72		Utilities: Telephone
0976898	01/07/2021	AT&T	1,252.92		Utilities: Telephone
0976899	01/07/2021	Benefit Planning Consultants I	423.90		General: Unreimb med/child
0976900	01/07/2021	Birkey's Farm Store, Inc	18,400.00		Perkins Post Secondary FY21: Equipment-Instructional >2500
0976901	01/07/2021	Bushue Background Screening	338.00		Human Resource: Recruit Personnel/Athletes
0976902	01/07/2021	Capitol Group	1,684.27		Construction Tech: Instructional Supplies
0976903	01/07/2021	CDW-Government	3,765.32		Computing Administration: Other Contractual Services
0976904	01/07/2021	Champaign Co Regional Planning	567.06		Perkins Post Secondary FY21: Advertising
0976905	01/07/2021	Champaign Rural King	1,000.00		Truck Driving: Rental-Facilities
0976906	01/07/2021	Champaign True Tires	14.00		Public Safety: Vehicle Supplies
0976907	01/07/2021	Chemco Industries Inc	578.35		Grounds: Maintenance/Custodial Supply
0976908	01/07/2021	Clean Slate Consultants	90.00		Administrative Software Proj: Consultants
0976909	01/07/2021	Cognella Inc	1,253.05		Bookstore: Resale Textbooks
0976910	01/07/2021	Consolidated Edison Developmen	3,751.12		Utilities: Electricity
0976911	01/07/2021	Megan N. Coy	139.87		FCAE: Telephone
0976912	01/07/2021	D1 Networks, Llc	7,860.00		Computing Administration: Other Material and Supplies
0976913	01/07/2021	D2L Ltd	5,064.75		CARES SIP: Other Contractual Services
0976914	01/07/2021	Dell Marketing LP	2,580.46		Computing Administration: Other Material and Supplies
0976915	01/07/2021	Depke Gases & Welding Supplies	477.10		Maintenance: Maintenance Services
0976916	01/07/2021	Desser Tire & Rubber Co.LLC	500.16		Aviation Program: Repair Materials/Supplies
0976917	01/07/2021	DexYP	3,099.00		Aviation Program: Advertising
0976918	01/07/2021	Diane Johner	60.00		Child Development: Other Contractual Services
0976919	01/07/2021	Dean Dittmar	235.11		FCAE: Telephone
0976920	01/07/2021	EC Baseball Club LLC	3,000.00		Baseball: Rental-Facilities
0976921	01/07/2021	Encova Insurance	14,130.00		Institutional: Workers Comp Ins
0976922	01/07/2021	Enterprise Rent-A-Car Midwest	818.00		Transportation: Rental-Equipment
0976923	01/07/2021	Enterprise Rent-A-Car Midwest	818.00		Transportation: Rental-Equipment
0976924	01/07/2021	First Western Equipment Financ	407.85		Custodial: Maintenance Services
0976925	01/07/2021	Mr. Thomas C. Fischer	1,288.43		Academic Institutional: Staff Development-Faculty
0976926	01/07/2021	FPE Automation Inc	2,091.18		Perkins Post Secondary FY21: Equipment-Instructional >2500
0976927	01/07/2021	GFI Digital Inc	1,719.56		Computing Administration: Other Contractual Services
0976928	01/07/2021	Health First	135.81		Dental Hygiene: Instructional Supplies
0976929	01/07/2021	John Heiser	69.20		FCAE: Other Material and Supplies
0976930	01/07/2021	Holt Supply Company	175.40		Maintenance: Maintenance/Custodial Supply
0976931	01/07/2021	Hu-Friedy Mfg Co LLC	856.86		Occupational Hlth: Other Supplies
0976932	01/07/2021	Illini Media	400.00		Aviation Program: Advertising
0976933	01/07/2021	Illinois American Water	551.39		Utilities: Water, Sewage
0976934	01/07/2021	Interstate Battery System	626.40		Maintenance: Maintenance/Custodial Supply
0976935	01/07/2021	Kirby Risk Electrical Supply	1,771.48		Custodial: Maintenance/Custodial Supply
0976936	01/07/2021	Learning Resources Network	247.50		Professional Development: Instr Service Contracts
0976937	01/07/2021	M J Kellner Co., Inc.	384.15		Child Development: Other Material and Supplies
0976938	01/07/2021	Manpower	280.00		Human Resource: Recruit Personnel/Athletes
0976939	01/07/2021	Martin One Source	675.89		Central Receiving: Office-Supplies
0976940	01/07/2021	Julie McCleary	130.59		FCAE: Office-Supplies
0976941	01/07/2021	McCormick Distributing Inc	639.67		Child Development: Other Material and Supplies
0976942	01/07/2021	Midland Paper Company	1,484.53		Reprographics: Other Material and Supplies
0976943	01/07/2021	Midwest Computer Products Inc	8,184.00		Computing Administration: Maintenance Services
0976944	01/07/2021	Monticello Chamber of Commerce	75.00		Unrestricted/Creating Impact: Publications and Dues
0976945	01/07/2021	Muncie Aviation Company	292.88		Aviation Program: Repair Materials/Supplies
0976946	01/07/2021	PartnerShip LLC	270.23		Diesel Power: Other Material and Supplies
0976947	01/07/2021	Paxton Area Chamber of Commerc	125.00		Community Ed Admin: Publications and Dues
0976948	01/07/2021	Pearson Education	16,756.89		Bookstore: Resale Textbooks
0976949	01/07/2021	Penguin Random House LLC	103.36		Bookstore: Resale Textbooks
0976950	01/07/2021	Pocket Nurse Enterprises Inc	1,646.03		CNA: Instructional Supplies
0976951	01/07/2021	Prairieland Feeds	47.76		Vet Tech: Instructional Supplies
0976952	01/07/2021	Protrain Llc	318.00		Professional Development: Instr Service Contracts
0976953	01/07/2021	Regional Office of Education	1,228.15		FCAE: Other Fixed Charges
0976954	01/07/2021	RegisterBlast	125.00		Assessment Center: Other Contractual Services
0976955	01/07/2021	Rogards Office PLUS	690.55		Central Receiving: Office-Supplies
0976956	01/07/2021	Ms. Nancy A. Roth	31.06		CNA: Travel In State-Faculty
0976957	01/07/2021	SDC Publications	492.00		Bookstore: Resale Textbooks
0976958	01/07/2021	Shaker Recruitment Marketing	3,657.00		Human Resource: Advertising
0976959	01/07/2021	Sharegate Group Inc.	3,995.00		Computing Administration: Maintenance Services
0976960	01/07/2021	Rod Shilts	175.00		Marketing: Printing
0976961	01/07/2021	Starcrest Cleaners	204.54		Public Safety: Other Contractual Services
0976963	01/07/2021	Storage 309	405.00		College Theatre: Other Contractual Services
0976964	01/07/2021	T-Mobile USA, Inc.	55.91		Utilities: Telephone

0976965	01/07/2021	Technology Management Revolvin	177.08	Public Safety: Other Contractual Services
0976966	01/07/2021	Troxell Communications	4,411.50	Academic Computing: Audio/Visual Materials
0976967	01/07/2021	United Parcel Service	396.67	Central Receiving: Postage
0976968	01/07/2021	University Aviation Associatio	575.00	Aviation Program: College Conf/Meeting Expense
0976969	01/07/2021	Urbana & Champaign Sanitary Di	5,665.64	Utilities: Water, Sewage
0976970	01/07/2021	Veolia Water Technologies Inc.	1,458.50	Maintenance: Maintenance/Custodial Supply
0976971	01/07/2021	Verizon Wireless	2,255.84	Utilities: Telephone
0976972	01/07/2021	Voices for All, LLC	147.00	Professional Development: Instr Service Contracts
0976973	01/07/2021	VWR International LLC	519.33	Biology: Instructional Supplies
0976974	01/07/2021	Wex Bank	308.60	Athletics General Fund: College Conf/Meeting Expense
0976975	01/07/2021	World Education LLC	279.00	Professional Development: Instr Service Contracts
0976976	01/07/2021	Xerox Corporation	7,100.48	Reprographics: Install Pay Lease/Pur Agree
0976984	01/14/2021	Rock Gate Capital	11,972.25	Truck Driving: Instr Service Contracts
0976985	01/14/2021	Rock Gate Capital	15,963.00	Truck Driving: Instr Service Contracts
0976986	01/14/2021	Rock Gate Capital	23,944.50	Truck Driving: Instr Service Contracts
0976987	01/14/2021	Admin Partners LLC	394.00	Human Resource: Other Contractual Services
0976988	01/14/2021	Lucas D. Allen	230.82	FCAE: Travel In State
0976989	01/14/2021	American Dental Education Asso	851.00	Dental Hygiene: Publications and Dues
0976990	01/14/2021	ATP Group Inc	825.00	Bookstore: Resale Textbooks
0976991	01/14/2021	PDC/AREA COMPANIES	2,132.00	Utilities: Refuse Disposal
0976992	01/14/2021	Art Coop Inc	3,129.00	Art and Design: Instructional Supplies
0976993	01/14/2021	AT&T	109.23	Utilities: Telephone
0976994	01/14/2021	ATech Training Inc	323.46	Diesel Power: Other Material and Supplies
0976995	01/14/2021	Birkey's Farm Store, Inc	337.73	Grounds: Maintenance Services
0976996	01/14/2021	Blackboard	16,800.00	Perkins Post Secondary FY21: Computer Software
0976998	01/14/2021	Boeing Distribution Inc	181.80	Aviation Program: Repair Materials/Supplies
0976999	01/14/2021	Casey Bolin	410.01	FCAE: Travel In State
0977000	01/14/2021	Caminstructor Inc	636.00	Bookstore: Resale Textbooks
0977001	01/14/2021	Carle	146.00	Professional Development: Instructional Supplies
0977002	01/14/2021	CASAS	1,725.00	Adult Ed State Performanc FY21: Instructional Supplies
0977003	01/14/2021	Castle Branch Inc	3,624.00	Health Professional Administration: Other Expenses
0977004	01/14/2021	CDW-Government	3,780.48	Computing Administration: Maintenance Services
0977005	01/14/2021	Cengage Learning	46,858.12	Bookstore: Resale Textbooks
0977006	01/14/2021	Champaign Country Club	2,130.00	Unrestricted/Creating Impact: College Conf/Meeting Expense
0977008	01/14/2021	Champaign Multimedia Group	1,876.29	Fiscal Administration: Publications and Dues
0977009	01/14/2021	Champaign Co Regional Planning	1,457.00	Public Safety: Other Contractual Services
0977010	01/14/2021	Chemical Maintenance Inc	1,040.19	Custodial: Maintenance/Custodial Supply
0977011	01/14/2021	Comcast	593.81	Utilities: Telephone
0977012	01/14/2021	Concord Theatricals	87.85	Bookstore: Resale Textbooks
0977013	01/14/2021	Consolidated Communications	2,064.87	General Institutional: Other Contractual Services
0977014	01/14/2021	Constellation NewEnergy	952.95	Utilities: Electricity
0977015	01/14/2021	Constellation NewEnergy	2,935.31	Utilities: Gas
0977016	01/14/2021	Constellation NewEnergy	18,227.70	Utilities: Gas
0977017	01/14/2021	D1 Networks, Llc	13,559.00	Maintenance: Maintenance Services
0977018	01/14/2021	Mr. Derek Dallas	693.29	Academic Institutional: Staff Development-Faculty
0977019	01/14/2021	Depke Gases & Welding Supplies	4,703.43	Manufacturing Operations: Instructional Supplies
0977020	01/14/2021	Duncan Supply Co Inc	190.80	Maintenance: Maintenance/Custodial Supply
0977021	01/14/2021	Eastbay Team Sales	1,178.42	Womens Basketball: Other Material and Supplies
0977022	01/14/2021	Ellucian Company, L.P.	2,625.00	Administrative Software Proj: Consultants
0977023	01/14/2021	Fastenal Company	251.98	Automotive: Instructional Supplies
0977024	01/14/2021	Mr. Anthony C. Figueroa	280.00	Mens Basketball: Travel-Out of State
0977025	01/14/2021	Five Foot Productions Llc	1,700.00	Marketing: Advertising
0977026	01/14/2021	Hartman Publishing	1,026.38	Bookstore: Resale Textbooks
0977027	01/14/2021	Health Alliance Medical Plans,	33,197.32	General: Group Health Insurance
0977028	01/14/2021	Healthstream Inc	602.00	Nursing: Instructional Supplies
0977030	01/14/2021	The Home Depot Pro	365.32	Custodial: Maintenance/Custodial Supply
0977031	01/14/2021	IDEXX	460.95	Vet Tech: Instructional Supplies
0977032	01/14/2021	Illini FS	484.53	Grounds: Maintenance/Custodial Supply
0977033	01/14/2021	Illinois Heartland Library Sys	152.00	Computing Administration: Maintenance Services
0977034	01/14/2021	Ingram Book Company	26.00	Bookstore: Resale Textbooks
0977036	01/14/2021	Mrs. Dawn M. Kamphaus	732.53	Center for Excellence: Staff Develop-Support Staff
0977037	01/14/2021	Kavo Dental Technologies, LLC	10,643.00	Dental Hygiene: Other Contractual Services
0977038	01/14/2021	Kendall Hunt Publishing Compan	15,212.99	Bookstore: Resale Textbooks
0977039	01/14/2021	Kirby Risk Electrical Supply	1,828.17	Custodial: Maintenance/Custodial Supply
0977040	01/14/2021	Korn Ferry	6,000.00	Custom Training: Other Contractual Services
0977041	01/14/2021	Lorenz Supply Co	1,575.00	Custodial: Maintenance/Custodial Supply
0977042	01/14/2021	Matthews Book Company	5,478.62	Bookstore: Resale Textbooks
0977043	01/14/2021	McGraw-Hill Global Education H	58,448.13	Bookstore: Resale Textbooks
0977044	01/14/2021	McKenzie Wagner, Inc.	6,998.71	FY21 GEER: Advertising
0977045	01/14/2021	Medline Industries Inc	441.48	Occupational Hlth: Other Supplies
0977046	01/14/2021	Menards	162.01	Construction Tech: Instructional Supplies
0977047	01/14/2021	Midland Paper Company	1,064.71	Reprographics: Other Material and Supplies
0977048	01/14/2021	Midwest Fiber Inc.	100.00	Maintenance: Maintenance Services
0977049	01/14/2021	Motion Industries	3,612.39	Maintenance: Maintenance/Custodial Supply
0977050	01/14/2021	MPS	1,457.70	Bookstore: Resale Textbooks
0977051	01/14/2021	Muncie Aviation Company	1,162.01	Aviation Program: Repair Materials/Supplies
0977052	01/14/2021	NACAC	472.50	Dean of Enrollment Management: Publications and Dues
0977053	01/14/2021	Parkland College	302.31	Student Emergency Fund: Student Grants, Scholarships
0977054	01/14/2021	Parkland College	9,390.00	SWFT: WEI: Other Expenses
0977055	01/14/2021	Parkland College	70.00	Student Emergency Fund: Student Grants, Scholarships
0977057	01/14/2021	Pitney Bowes	2,458.17	General Institutional: Maintenance Services

0977058	01/14/2021	Pitney Bowes	2,458.17	General Institutional: Maintenance Services
0977059	01/14/2021	Pitney Bowes	2,458.17	General Institutional: Maintenance Services
0977060	01/14/2021	Pitney Bowes	2,275.29	General Institutional: Maintenance Services
0977061	01/14/2021	Pro-Ed	790.00	Bookstore: Resale Textbooks
0977062	01/14/2021	Quill Corporation	153.70	FCAE: Office-Supplies
0977063	01/14/2021	Rogards Office PLUS		306.20 Project Read: Other Material and Supplies
0977064	01/14/2021	Sailfin Pet Shop	104.85	Vet Tech: Instructional Supplies
0977065	01/14/2021	Anthony N. Schaefer	123.63	Project Read: Travel In State
0977066	01/14/2021	Shor-Line	2,801.00	Vet Tech: Instructional Supplies
0977067	01/14/2021	Science Interactive Group LLC	369.60	Chemistry: Instructional Supplies
0977068	01/14/2021	Shaker Recruitment Marketing	1,553.00	Human Resource: Advertising
0977069	01/14/2021	Sherwin Williams	149.44	Maintenance: Maintenance/Custodial Supply
0977070	01/14/2021	SIRCHIE	103.70	Chemistry: Instructional Supplies
0977072	01/14/2021	Stipes Publishing LLC	1,132.80	Bookstore: Resale Textbooks
0977073	01/14/2021	Laura E. Sutter	43.95	Vet Tech: Instructional Supplies
0977075	01/14/2021	United Fuel Company	95.10	Aviation Program: Vehicle Supplies
0977076	01/14/2021	United Parcel Service	115.30	Bookstore: Resale Textbooks
0977078	01/14/2021	University of Illinois Urbana/	192.00	Vet Tech: Instructional Supplies
0977079	01/14/2021	UpKeep Maintenance Service Inc	100.00	Custodial: Other Contractual Services
0977080	01/14/2021	USI Insurance Services Nationa	8,465.00	Aviation Program: General Insurance
0977081	01/14/2021	Village of Rantoul	337.15	Adult Education: Rental-Facilities
0977083	01/14/2021	VWR International LLC	754.05	Chemistry: Instructional Supplies
0977084	01/14/2021	W W Norton & Company Inc	6,827.78	Bookstore: Resale Textbooks
0977085	01/14/2021	Jennifer Waters	403.74	FCAE: Travel In State
0977094	01/21/2021	ABC Sanitary	125.00	Maintenance: Maintenance Services
0977095	01/21/2021	Absopure Water Company	10.00	Human Resource: Office-Supplies
0977096	01/21/2021	Access Locksmiths & Security L	205.00	Maintenance: Maintenance Services
0977097	01/21/2021	Admin Partners LLC	100.00	Human Resource: Other Contractual Services
0977098	01/21/2021	Alternative Communication Serv	85.00	Accessibility Services: Other Contractual Services
0977099	01/21/2021	Amazon	362.93	Health Professional Administration: Instructional Supplies
0977100	01/21/2021	Ameren Illinois	419.09	Utilities: Electricity
0977101	01/21/2021	American Heart Association	1,710.00	CNA: Instructional Supplies
0977102	01/21/2021	American Time & Signal	172.59	Maintenance: Maintenance/Custodial Supply
0977103	01/21/2021	Birkey's Farm Store, Inc	449.93	Custodial: Maintenance/Custodial Supply
0977104	01/21/2021	Blue 360 Media Llc	1,060.00	Bookstore: Resale Textbooks
0977105	01/21/2021	BlueTarp Financial Inc	23.80	Diesel Power: Instructional Supplies
0977106	01/21/2021	BSN Sports	625.00	Baseball: Deposits for Others
0977107	01/21/2021	Sammie M. Burton	360.00	FCAE: Instr Service Contracts
0977108	01/21/2021	Carle	15.00	Professional Development: Instructional Supplies
0977109	01/21/2021	Carle		182.00 Human Resource: Other Contractual Services
0977110	01/21/2021	Cengage Learning	2,135.00	Bookstore: Resale Textbooks
0977111	01/21/2021	Mr. David N. Charney	700.00	Center for Excellence: Prof Development - PT Faculty
0977112	01/21/2021	Chemical Maintenance Inc	880.98	Custodial: Maintenance/Custodial Supply
0977113	01/21/2021	Mrs. Amber M. Chlada	50.75	Vet Tech: Travel In State
0977114	01/21/2021	Cintas Corp	23.18	Maintenance: Maintenance/Custodial Supply
0977115	01/21/2021	Cintas Corp	29.22	Maintenance: Maintenance/Custodial Supply
0977116	01/21/2021	Cintas Corp	14.52	Grounds: Maintenance/Custodial Supply
0977117	01/21/2021	Cintas Corp	63.31	Diesel Power: Instructional Supplies
0977118	01/21/2021	Cintas Corp	388.05	Agriculture-Engineering Scienc: Office-Supplies
0977119	01/21/2021	Cintas Corp	7,503.77	COVID19 - Institutional LPS: Maintenance/Custodial Supply
0977120	01/21/2021	CK Power	3,624.74	Maintenance: Maintenance Services
0977121	01/21/2021	D&B	1,499.00	Fiscal Administration: Publications and Dues
0977122	01/21/2021	Dean Dittmar	859.25	FCAE Donation: Deposits for Others
0977123	01/21/2021	Docuseek LLC	337.00	Library: Audio/Visual Materials
0977124	01/21/2021	Enterprise Rent-A-Car Midwest	1,636.00	Transportation: Rental-Equipment
0977125	01/21/2021	Environmental Control Solution	1,552.00	Maintenance: Maintenance Services
0977126	01/21/2021	Mr. Anthony C. Figueroa	560.00	Mens Basketball: Travel-Out of State
0977127	01/21/2021	Mr. Anthony C. Figueroa	200.00	Mens Basketball: Travel-Out of State
0977128	01/21/2021	Mr. Anthony C. Figueroa	280.00	Mens Basketball: Travel-Out of State
0977129	01/21/2021	First Western Equipment Financ	265.00	Custodial: Maintenance/Custodial Supply
0977130	01/21/2021	Goodheart-Willcox Publisher	545.56	Bookstore: Resale Textbooks
0977131	01/21/2021	Dr. Penny S. Haase Wittler	500.00	FCAE: Instr Service Contracts
0977132	01/21/2021	Hicksgas	49.23	Maintenance: Maintenance/Custodial Supply
0977133	01/21/2021	Holt Supply Company	397.19	Maintenance: Maintenance/Custodial Supply
0977134	01/21/2021	The Home Depot Pro	348.48	Custodial: Maintenance/Custodial Supply
0977135	01/21/2021	Human Kinetics	475.20	Bookstore: Resale Textbooks
0977136	01/21/2021	Illinois American Water		727.54 Utilities: Water, Sewage
0977137	01/21/2021	Illinois Emergency Management	825.00	Radiologic Technology: Instructional Supplies
0977138	01/21/2021	Ingram Book Company	472.40	Bookstore: Resale Textbooks
0977139	01/21/2021	Interstate Battery System	144.50	Maintenance: Maintenance/Custodial Supply
0977140	01/21/2021	J J Keller & Associates Inc	297.75	Bookstore: Resale Textbooks
0977141	01/21/2021	John Wiley & Sons Inc	3,739.05	Library: Other Material and Supplies
0977142	01/21/2021	Jones and Bartlett Publishers	478.43	Bookstore: Resale Textbooks
0977143	01/21/2021	Kirby Risk Electrical Supply	1,462.46	Custodial: Maintenance/Custodial Supply
0977144	01/21/2021	Matthews Book Company	1,564.89	Bookstore: Resale Textbooks
0977145	01/21/2021	Julie McCleary	92.90	FCAE FY21: Office-Supplies
0977146	01/21/2021	McCoy	79.57	Bookstore: Resale Textbooks
0977147	01/21/2021	MedAssure of Indiana, LLC	194.95	Occupational Hlth: Other Supplies
0977148	01/21/2021	Medline Industries Inc	222.94	Occupational Hlth: Other Supplies
0977149	01/21/2021	The Mizzou Store	589.50	Bookstore: Resale Textbooks
0977150	01/21/2021	Moritz Embroidery Works Inc	310.24	Bookstore: Resale Textbooks

0977151	01/21/2021	Napa Auto Parts	354.88	Diesel Power: Instructional Supplies
0977152	01/21/2021	National Collegiate Honors Cou	650.00	Dean of Learning Support: Other Expenses
0977153	01/21/2021	Nebraska Book Company Inc	757.20	Bookstore: Resale Textbooks
0977154	01/21/2021	Network Test Labs Inc	12,049.16	CARES Institutional: Equipment-Instructional >2500
0977155	01/21/2021	Niemann Foods	165.76	Diesel Power: Instructional Supplies
0977156	01/21/2021	NILRC	689.61	Library: Other Material and Supplies
0977157	01/21/2021	Parkland College	944.01	Student Emergency Fund: Student Grants, Scholarships
0977158	01/21/2021	Parkland College	1,870.00	General Institutional: Staff/Family Tuition Waiver
0977159	01/21/2021	Pearson Education	8,225.27	Bookstore: Resale Textbooks
0977160	01/21/2021	Prairieland Feeds	734.63	Vet Tech: Instructional Supplies
0977161	01/21/2021	Pro-Type Printing Inc	80.00	FCAE FY21: Printing
0977162	01/21/2021	PSI Services LLC	2,959.67	Maintenance: Maintenance Services
0977163	01/21/2021	Puritan Springs Bottled Water	7.00	Dental Hygiene: Instructional Supplies
0977164	01/21/2021	Realityworks Inc	38.75	Simulation: Instructional Supplies
0977165	01/21/2021	Ronnie M. Reed-Vernon	200.00	IDOT HCCTP Grant: Other Expenses
0977166	01/21/2021	Regional Office of Education	61,832.20	FCAE FY21: Office Services
0977168	01/21/2021	Rowman & Littlefield Publishin	215.63	Library: Publications and Dues
0977169	01/21/2021	Sam's Club	158.13	Community Ed Admin: Other Supplies
0977170	01/21/2021	School Health Corporation	2,711.78	Occupational Hlth: Other Supplies
0977171	01/21/2021	Mrs. Kendra K. Schroder	42.49	Occupation Therapy: Office-Supplies
0977172	01/21/2021	Brian Schullian	100.00	FCAE FY21: Instr Service Contracts
0977173	01/21/2021	SDC Publications	198.00	Bookstore: Resale Textbooks
0977174	01/21/2021	Seiler Instruments & Mfg Co In	1,000.00	Agriculture-Engineering Scienc: Instructional Supplies
0977176	01/21/2021	Stipes Publishing LLC	742.36	Bookstore: Resale Textbooks
0977177	01/21/2021	Sunbelt Rentals	1,627.48	Professional Development: Instructional Supplies
0977178	01/21/2021	Terminix Services Inc	358.00	Maintenance: Maintenance Services
0977179	01/21/2021	Troxell Communications	414.00	CARES Institutional: Equipment-Instructional >2500
0977180	01/21/2021	United Parcel Service	4,044.29	Central Receiving: Postage
0977181	01/21/2021	University of Illinois Urbana/	5,107.62	Library: Other Material and Supplies
0977182	01/21/2021	Urbana & Champaign Sanitary Di	941.17	Utilities: Water, Sewage
0977183	01/21/2021	VWR International LLC	48.89	Biology: Instructional Supplies
0977184	01/21/2021	Jennifer Waters	69.37	FCAE FY21: Telephone
0977185	01/21/2021	Wing Aero Products	24.00	Bookstore: Resale Textbooks
0977186	01/21/2021	Wolters Kluwer	3,626.64	Bookstore: Resale Textbooks
0977187	01/21/2021	YBP Library Services	9,903.29	Library: Publications and Dues
0977220	01/21/2021	Illinois American Water	434.79	Utilities: Water, Sewage
0977221	01/28/2021	Rock Gate Capital	19,953.75	Truck Driving: Instr Service Contracts
0977222	01/28/2021	Accreditation Review Committee	2,000.00	Surgical Technology: Consultants
0977223	01/28/2021	ACI Payments Inc	807.80	Fiscal Administration: Other Fixed Charges
0977225	01/28/2021	AHW LLC	1,991.77	Grounds: Maintenance Services
0977226	01/28/2021	Aircraft Spruce & Specialty Co	646.97	Aviation Program: Repair Materials/Supplies
0977227	01/28/2021	Lucas D. Allen	193.82	FCAE FY21: Travel In State
0977228	01/28/2021	Amazon	1,149.43	Adult Literacy: Instit Support Contract
0977229	01/28/2021	Ameren Illinois	2,727.47	Utilities: Electricity
0977230	01/28/2021	ATP Group Inc	766.14	Bookstore: Resale Textbooks
0977231	01/28/2021	Benco Dental	463.84	Occupational Hlth: Other Supplies
0977232	01/28/2021	Big Rig Diesel Service Llc	1,205.06	Student Organization: Maintenance Services
0977233	01/28/2021	BMI General Licensing	1,762.28	Student Projects: Other Contractual Services
0977234	01/28/2021	Body N' Sole Sports	468.00	Womens Basketball: Other Material and Supplies
0977235	01/28/2021	Boeing Distribution Inc	284.90	Aviation Program: Repair Materials/Supplies
0977236	01/28/2021	Arthur Boley	1,500.00	Aviation Program: Other Contractual Services
0977237	01/28/2021	Casey Bolin	408.11	FCAE: Travel In State
0977238	01/28/2021	Larry R. Brooks, Jr.	165.00	Womens Basketball: Other Contractual Services
0977239	01/28/2021	BSN Sports	663.00	Baseball: Deposits for Others
0977240	01/28/2021	Cappex.Com Llc	1,500.00	Admissions and Records: Other Contractual Services
0977241	01/28/2021	Patricia G. Carmitchel	165.00	Womens Basketball: Other Contractual Services
0977242	01/28/2021	CDW-Government	13,884.10	Computing Administration: Maintenance Services
0977243	01/28/2021	Cengage Learning	887.25	Bookstore: Resale Textbooks
0977244	01/28/2021	CenturyLink	182.10	Utilities: Telephone
0977245	01/28/2021	Champaign County Forest Preser	50.00	Personal Development: Other Contractual Services
0977246	01/28/2021	Chemical Maintenance Inc	1,552.29	COVID19 - Institutional LPS: Maintenance/Custodial Supply
0977247	01/28/2021	Cintas Corp	63.31	Diesel Power: Instructional Supplies
0977248	01/28/2021	Cintas Corp	210.63	COVID19 - Institutional LPS: Maintenance/Custodial Supply
0977249	01/28/2021	City of Champaign	687.72	Public Safety: Other Contractual Services
0977250	01/28/2021	Clarus Corporation	1,490.33	Marketing: Advertising
0977251	01/28/2021	Commercial Builders Inc	1,419.53	Plant Administration: Building Remodeling
0977252	01/28/2021	Confidential On-Site Paper Shr	109.20	Fiscal Administration: Other Contractual Services
0977253	01/28/2021	Constellation NewEnergy	21,319.09	Utilities: Gas
0977254	01/28/2021	Megan N. Coy	433.87	FCAE FY21: Travel In State
0977255	01/28/2021	Safe-D-Needle LLC	508.00	Dental Hygiene: Instructional Supplies
0977256	01/28/2021	Depke Gases & Welding Supplies	1,419.74	Vet Tech: Instructional Supplies
0977257	01/28/2021	Dean Dittmar	868.54	FCAE FY21: Travel In State
0977258	01/28/2021	Dobson Automotive	1,181.00	Manufacturing Operations: Instructional Supplies
0977259	01/28/2021	Duncan Supply Co Inc	200.79	Maintenance: Maintenance/Custodial Supply
0977260	01/28/2021	Eastbay Team Sales	52.00	Womens Basketball: Other Material and Supplies
0977261	01/28/2021	Elsevier Inc	37.00	Dental Hygiene: Instructional Supplies
0977262	01/28/2021	Fastenal Company	32.14	Maintenance: Maintenance/Custodial Supply
0977263	01/28/2021	Fire Protection Publications	473.20	Bookstore: Resale Textbooks
0977264	01/28/2021	John Heiser	112.65	FCAE FY21: Travel In State
0977265	01/28/2021	Kelly Hill	165.00	Womens Basketball: Other Contractual Services
0977266	01/28/2021	The Home Depot Pro	19.35	COVID19 - Institutional LPS: Maintenance/Custodial Supply

0977267	01/28/2021	Ingram Book Company	205.61	Bookstore: Resale Textbooks
0977268	01/28/2021	Interstate Battery System	183.90	Custodial: Maintenance/Custodial Supply
0977269	01/28/2021	John Wiley & Sons Inc	898.75	Bookstore: Resale Textbooks
0977270	01/28/2021	Jones and Bartlett Publishers	1,034.52	Bookstore: Resale Textbooks
0977271	01/28/2021	Kendall Hunt Publishing Compan	5,388.80	Bookstore: Resale Textbooks
0977272	01/28/2021	Kirby Risk Electrical Supply	681.00	Custodial: Maintenance/Custodial Supply
0977273	01/28/2021	The Lab Depot Inc	69.83	Chemistry: Instructional Supplies
0977274	01/28/2021	Learning Ally	99.00	Accessibility Services: Instructional Supplies
0977275	01/28/2021	Learning Resources Network	247.50	Professional Development: Instr Service Contracts
0977277	01/28/2021	Hillary S. Lopez	150.00	SWFT: WEI: Other Expenses
0977278	01/28/2021	Lorenz Supply Co	113.70	Custodial: Maintenance/Custodial Supply
0977279	01/28/2021	M J Kellner Co., Inc.	310.20	Child Development: Other Material and Supplies
0977280	01/28/2021	MBS Textbook Exchange Inc	159.00	Bookstore: Resale Textbooks
0977281	01/28/2021	McCormick Distributing Inc	675.08	Child Development: Other Material and Supplies
0977282	01/28/2021	McKenzie Wagner, Inc.	19,517.71	Marketing: Advertising
0977283	01/28/2021	Sierra D. McNeal	200.00	SWFT: WEI: Other Expenses
0977284	01/28/2021	Medline Industries Inc	460.70	Occupational Hlth: Other Supplies
0977285	01/28/2021	Menards	537.36	Construction Tech: Instructional Supplies
0977286	01/28/2021	Midwest Fiber Inc.	31.47	Maintenance: Maintenance Services
0977287	01/28/2021	Latasha S. Motley	200.00	SWFT: WEI: Other Expenses
0977288	01/28/2021	MPS	401.60	Bookstore: Resale Textbooks
0977289	01/28/2021	Muncie Aviation Company	125.37	Aviation Program: Repair Materials/Supplies
0977290	01/28/2021	Napa Auto Parts	8.84	Diesel Power: Instructional Supplies
0977291	01/28/2021	National Registry of Food Safe	93.00	Professional Development: Instructional Supplies
0977292	01/28/2021	Niemann Foods	21.22	Diesel Power: Instructional Supplies
0977293	01/28/2021	Norris Tire & Auto Center	321.95	Maintenance: Maintenance Services
0977294	01/28/2021	Vance Oliver	165.00	Womens Basketball: Other Contractual Services
0977295	01/28/2021	Parkland College	26.38	Fiscal Administration: Office-Supplies
0977296	01/28/2021	PartnerShip LLC	482.55	Bookstore: Resale Textbooks
0977297	01/28/2021	Pitney Bowes	24.22	Central Receiving: Other Material and Supplies
0977298	01/28/2021	Pocket Nurse Enterprises Inc	432.12	Practical Nursing: Instructional Supplies
0977299	01/28/2021	Prairie Gardens	779.82	Unrestricted/Creating Impact: College Conf/Meeting Expense
0977300	01/28/2021	P & G Distributing	644.85	Sadha Dental Hygiene: Deposits for Others
0977301	01/28/2021	Public Relations Society of Am	285.00	VP Inst Advance: College Conf/Meeting Expense
0977302	01/28/2021	Ronnie M. Reed-Vernon	150.00	IDOT HCCTP Grant: Other Expenses
0977303	01/28/2021	Regional Office of Education	975.55	FCAE FY21: Indirect
0977304	01/28/2021	Shaker Recruitment Marketing	500.00	Human Resource: Advertising
0977305	01/28/2021	Isaiah M. Sizemore	1,000.00	Murray Wise Assoc LLC: Student Grants, Scholarships
0977306	01/28/2021	Jay Smith	165.00	Womens Basketball: Other Contractual Services
0977307	01/28/2021	Springfield Electric Supply Co	290.62	Electronics: Instructional Supplies
0977308	01/28/2021	St Paul Lutheran Church	750.00	Scholarships Revolve: Deposits for Others
0977309	01/28/2021	Stipes Publishing LLC	719.01	Bookstore: Resale Textbooks
0977310	01/28/2021	Laura E. Sutter	113.25	Vet Tech: Instructional Supplies
0977311	01/28/2021	Swindell Farm Equipment	14,500.00	Perkins Post Secondary FY21: Equipment-Instructional >2500
0977312	01/28/2021	T-Mobile USA, Inc.	55.99	Utilities: Telephone
0977313	01/28/2021	Ms. Donna K. Tanner-Harold	122.70	Counseling: Other Expenses
0977314	01/28/2021	United Parcel Service	532.22	Central Receiving: Postage
0977315	01/28/2021	Otis Elevator Company	1,447.56	Maintenance: Maintenance Services
0977316	01/28/2021	University of Illinois	3,500.00	Marketing: Advertising
0977317	01/28/2021	UpKeep Maintenance Service Inc	2,740.00	Custodial: Other Contractual Services
0977318	01/28/2021	Urbana & Champaign Sanitary Di	5,558.34	Utilities: Water, Sewage
0977319	01/28/2021	VWR International LLC	26.60	Biology: Instructional Supplies
0977320	01/28/2021	Treyton L. Ward	200.00	SWFT: WEI: Other Expenses
0977321	01/28/2021	Weiskamp Screen Printing	1,037.80	Emergency Medical: Instructional Supplies
0977322	01/28/2021	Kenneth R. Williams	165.00	Womens Basketball: Other Contractual Services
0977323	01/28/2021	Xerox Corporation	7,133.91	Reprographics: Install Pay Lease/Pur Agree
E0030743	01/14/2021	Mrs. Laura L. Hettinger	491.50	Academic Institutional: Staff Development-Faculty
E0030744	01/14/2021	Ms. Lori L. Wendt	300.00	Center for Excellence: Staff Develop-Support Staff
E0030746	01/21/2021	Adrian I. Alcazar	200.00	IDOT HCCTP Grant: Other Expenses
E0030747	01/21/2021	Willie E. Craft	200.00	IDOT HCCTP Grant: Other Expenses
E0030748	01/21/2021	Casey J. Ellis	200.00	IDOT HCCTP Grant: Other Expenses
E0030749	01/21/2021	Jalen M. Hutchcraft	200.00	IDOT HCCTP Grant: Other Expenses
E0030750	01/21/2021	Mark A. Morton	200.00	IDOT HCCTP Grant: Other Expenses
E0030751	01/21/2021	Jakai V. Nance	200.00	IDOT HCCTP Grant: Other Expenses
E0030752	01/21/2021	Lyric A. Newbern	150.00	Student Emergency Fund: Student Grants, Scholarships
E0030753	01/21/2021	Robert Perry, Jr.	200.00	IDOT HCCTP Grant: Other Expenses
E0030754	01/21/2021	Frederick N. Seeber	150.00	IDOT HCCTP Grant: Other Expenses
E0030755	01/21/2021	Charles M. Stites	200.00	IDOT HCCTP Grant: Other Expenses
E0030756	01/21/2021	Shenoa D. Webb	200.00	IDOT HCCTP Grant: Other Expenses
E0030757	01/21/2021	Savanna M. Wells	200.00	IDOT HCCTP Grant: Other Expenses
E0030821	01/28/2021	Adrian I. Alcazar	150.00	IDOT HCCTP Grant: Other Expenses
E0030822	01/28/2021	Jean Lambert M. Bilo	200.00	SWFT: WEI: Other Expenses
E0030823	01/28/2021	Jeremy D. Bobbitt	200.00	SWFT: WEI: Other Expenses
E0030824	01/28/2021	Lesa M. Brewer	200.00	SWFT: WEI: Other Expenses
E0030825	01/28/2021	Lakeith B. Brooks	200.00	SWFT: WEI: Other Expenses
E0030826	01/28/2021	Danielle N. Chenoweth	160.00	SWFT: WEI: Other Expenses
E0030827	01/28/2021	Younes Chihane	200.00	SWFT: WEI: Other Expenses
E0030828	01/28/2021	Turance D. Cobb	200.00	SWFT: WEI: Other Expenses
E0030829	01/28/2021	Willie E. Craft	150.00	IDOT HCCTP Grant: Other Expenses
E0030830	01/28/2021	Casey J. Ellis	140.00	IDOT HCCTP Grant: Other Expenses
E0030831	01/28/2021	Nada A. Elshazly	200.00	SWFT: WEI: Other Expenses

E0030832	01/28/2021	Samantha M. Goodwin	150.00	SWFT: WEI: Other Expenses
E0030833	01/28/2021	Stephanie M. Heim-Rosado	200.00	SWFT: WEI: Other Expenses
E0030834	01/28/2021	Jalen M. Hutchcraft	150.00	IDOT HCCTP Grant: Other Expenses
E0030835	01/28/2021	Joshua K. Jackson	200.00	SWFT: WEI: Other Expenses
E0030836	01/28/2021	Hedia Jami	200.00	SWFT: WEI: Other Expenses
E0030837	01/28/2021	Latarika L. Kinard	200.00	SWFT: WEI: Other Expenses
E0030838	01/28/2021	Robin Y. Langston	200.00	SWFT: WEI: Other Expenses
E0030839	01/28/2021	Phylcia N. Luckett	200.00	SWFT: WEI: Other Expenses
E0030840	01/28/2021	Shrena N. Macon	200.00	SWFT: WEI: Other Expenses
E0030841	01/28/2021	Muriel Emma Mampouya Balende	200.00	SWFT: WEI: Other Expenses
E0030842	01/28/2021	Simon Sarah Mampouya Balende	160.00	SWFT: WEI: Other Expenses
E0030843	01/28/2021	Danielle K. McClendon	200.00	SWFT: WEI: Other Expenses
E0030844	01/28/2021	Gerald L. Miller	200.00	SWFT: WEI: Other Expenses
E0030845	01/28/2021	Mark A. Morton	150.00	IDOT HCCTP Grant: Other Expenses
E0030846	01/28/2021	Jakai V. Nance	140.00	IDOT HCCTP Grant: Other Expenses
E0030847	01/28/2021	Maleah N. Perry	200.00	SWFT: WEI: Other Expenses
E0030848	01/28/2021	Robert Perry, Jr.	150.00	IDOT HCCTP Grant: Other Expenses
E0030849	01/28/2021	Melanie C. Robinson	200.00	SWFT: WEI: Other Expenses
E0030850	01/28/2021	Frederick N. Seeber	150.00	IDOT HCCTP Grant: Other Expenses
E0030851	01/28/2021	Gervaise L. Stewart	200.00	SWFT: WEI: Other Expenses
E0030852	01/28/2021	Charles M. Stites	150.00	IDOT HCCTP Grant: Other Expenses
E0030853	01/28/2021	Joyous T. Suiyigheh	200.00	SWFT: WEI: Other Expenses
E0030854	01/28/2021	Ms. Natasha L. Thomas	200.00	SWFT: WEI: Other Expenses
E0030855	01/28/2021	Nina A. Twum	200.00	SWFT: WEI: Other Expenses
E0030856	01/28/2021	Shenoa D. Webb	150.00	IDOT HCCTP Grant: Other Expenses
E0030857	01/28/2021	Savanna M. Wells	150.00	IDOT HCCTP Grant: Other Expenses
E0030858	01/28/2021	Cornicha R. West	200.00	SWFT: WEI: Other Expenses
E0030859	01/28/2021	Brandi N. Willis	200.00	SWFT: WEI: Other Expenses

Student Refunds	74,559.20	3,108.00
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Totals Voucher Checks	<u>\$ 958,039.53</u>	<u>\$ 163,964.36</u>
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Last Check Numbers Used: AP = 0977323 AP = E0030859 ST = 0977330 ST = E0030861

IX. BUSINESS & FINANCE—Item D

2021-2022 TUITION

After carefully reviewing the projected revenues and expenditures Administration recommends no increase for base tuition next year. Tuition rates will remain the same for FY2022.

FY2022 (effective summer term 2021) per credit hour tuition rates as follows:

	On Campus Base Tuition	On Line Base Tuition
In-District	\$ 148.50	\$ 148.50
In-District Tier 2 Career Programs	\$ 225.00	\$ 225.00
Out-of-District	\$ 363.50	\$ 225.00
Out-of-District Tier 2 Career Programs	\$ 363.50	\$ 225.00
Out-of-State	\$ 508.50	\$ 280.00
Out-of-State Tier 2 Career Programs	\$ 508.50	\$ 280.00
International	\$ 508.50	\$ 280.00
International Tier 2 Career Programs	\$ 508.50	\$ 280.00
CNH & Ford ASSET In-District	\$ 225.00	\$ 225.00
CNH & Ford ASSET NOT In-District	\$ 225.00	\$ 225.00
Aviation In-District	\$ 225.00	\$ 225.00
Aviation Out-of-District	\$ 225.00	\$ 225.00
Aviation International	\$ 508.50	\$ 280.00

Tier 2 Career Programs include the following pre-fixes: DHG, LPN, NUR, OTA, RTT, SUR, VTT, and XRA.

MOTION—Move to approve tuition effective Summer term 2021 as above.

IX. BUSINESS & FINANCE—Item E

2021-2022 COURSE FEE SCHEDULE

A schedule of course fees for FY 2021-2022 has been developed by the Vice President for Academic Services in consultation with the academic division deans. These proposed fees are based on Policy 8.25 that states “Course fees are charged to help defray the costs of supplies, equipment, maintenance, and usual expenses. Individual course fees will be presented annually to the Board of Trustees for their approval.”

The proposed 2021-2022 Course Fee Schedule is attached for the Board’s review.

MOTION— Move to approve the recommended 2021-2022 Course Fee Schedule in accordance with the attached document.

Bold text indicates standard fee for prefix.

Yellow area denotes course fee change.

Green areas indicate new courses with fees requiring BOT approval.

Course Fees Fiscal Year 2022

DIVISION	PREFIX	FY2020	FY2021	FY2022
Arts and Sciences	ANT		\$4.00	\$4.00
	ANT	220	\$4.00	\$4.00
	ART		\$10.00	\$10.00
	ART	121	\$20.00	\$22.00
	ART	122	\$20.00	\$20.00
	ART	128	\$31.00	\$31.00
	ART	130	\$31.00	\$31.00
	ART	145	\$12.00	\$12.00
	ART	228	\$31.00	\$31.00
	ART	245	\$12.00	\$12.00
	AST		\$4.00	\$4.00
	BIO		\$4.00	\$4.00
	BIO	101	\$5.00	\$5.00
	BIO	104	\$5.00	\$5.00
	BIO	107	\$5.00	\$5.00
	BIO	109	\$5.00	\$5.00
	BIO	121	\$5.00	\$5.00
	BIO	122	\$5.00	\$5.00
	BIO	123	\$8.00	\$8.00
	BIO	141	\$8.00	\$8.00
	BIO	142	\$8.00	\$8.00
	BIO	166	\$35.00	\$35.00
	BIO	225	\$11.00	\$11.00
	CCS		\$3.00	\$3.00
	CHD		\$4.00	\$4.00
	CHD	105	\$6.00	\$6.00
	CHD	115	\$6.00	\$6.00
	CHD	122	\$6.00	\$6.00
	CHD	124	\$8.00	\$8.00
	CHD	125	\$8.00	\$8.00
	CHD	134	\$6.00	\$6.00
	CHD	216	\$6.00	\$6.00
	CHD	217	\$6.00	\$6.00
	CHD	218	\$6.00	\$6.00
	CHD	222	\$8.00	\$8.00
	CHD	242	\$6.00	\$6.00
	CHD	250	\$8.00	\$8.00
	CHE		\$5.00	\$5.00
	CHE	106		\$10.00
	CHE	141	\$8.00	\$10.00
	CHE	142	\$8.00	\$10.00
	CHE	203		\$5.00
	CHE	204	\$15.00	\$15.00
	CHE	205		\$5.00
	CHE	206	\$15.00	\$15.00
	CJS		\$3.00	\$4.00
	CMS	442	\$25.00	\$30.00
	CMS	446	\$25.00	\$30.00
	CMS	447	\$25.00	\$30.00
	CMS	448	\$25.00	\$30.00
	CMS	469	\$25.00	\$30.00
	CMS	484	\$25.00	\$30.00
	COM		\$16.00	\$16.00
COM	103	\$6.00	\$6.00	
COM	105		\$16.00	

COM	106		\$16.00	\$16.00	
COM	120	\$6.00	\$6.00	\$4.00	
COM	140	\$6.00	\$6.00	\$4.00	
COM	141		\$16.00	\$16.00	
COM	142		\$16.00	\$16.00	
COM	144		\$16.00	\$16.00	
COM	145		\$16.00	\$16.00	
COM	160	\$6.00	\$6.00	\$4.00	
COM	181	\$6.00	\$6.00	\$6.00	
COM	200	\$6.00	\$6.00	\$4.00	
COM	201	\$11.00	\$11.00	\$4.00	
COM	292	\$11.00	\$11.00	\$4.00	
COM	293	\$11.00	\$11.00	\$11.00	
ECO		\$4.00	\$4.00	\$4.00	
EDU		\$5.00	\$5.00	\$4.00	
EDU	101	\$52.00	\$52.00	\$52.00	Fixed Fee
ENG		\$4.00	\$4.00	\$4.00	
ENG	98	\$3.00	\$3.00	\$3.00	
ENG	99	\$3.00	\$3.00	\$3.00	
ENS		\$25.00	\$25.00	\$25.00	
ESC		\$8.00	\$8.00	\$4.00	
ESL		\$3.00	\$3.00	\$4.00	
ESL	081-097	\$5.00	\$5.00	\$4.00	
ESL	520	\$5.00	\$5.00	\$4.00	
FRE		\$6.00	\$6.00	\$4.00	
GDS		\$35.00	\$35.00	\$35.00	
GDS	102		\$35.00	\$4.00	
GEO		\$4.00	\$4.00	\$4.00	
GER		\$6.00	\$6.00	\$4.00	
HIS		\$4.00	\$4.00	\$4.00	
HUM		\$4.00	\$4.00	\$4.00	
IND		\$10.00	\$10.00	\$10.00	Fixed Fee
ITA		\$5.00	\$5.00	\$4.00	
JPN		\$6.00	\$6.00	\$4.00	
KIN		\$3.00	\$4.00	\$4.00	
KIN	101		\$4.00	\$10.00	
KIN	103	\$50.00	\$50.00	\$50.00	
KIN	147	\$50.00	\$50.00	\$50.00	
KIN	183			\$10.00	
KIN	203	\$175.00	\$175.00	\$175.00	
KIN	247	\$175.00	\$175.00	\$175.00	
KIN	262	\$25.00	\$25.00	\$25.00	
LAS		\$3.00	\$4.00	\$4.00	
LIT		\$4.00	\$4.00	\$4.00	
MAT		\$4.00	\$4.00	\$4.00	
MUS		\$8.00	\$10.00	\$10.00	
MUS	100		\$10.00	\$4.00	
MUS	161	\$16.00	\$20.00	\$20.00	
MUS	162	\$16.00	\$20.00	\$20.00	
MUS	180	\$151.00	\$160	\$160.00	
MUS	280	\$151.00	\$160	\$160.00	
PHI		\$4.00	\$4.00	\$4.00	
PHY		\$4.00	\$4.00	\$4.00	
PHY	141	\$6.00	\$6.00	\$4.00	
PHY	142	\$6.00	\$6.00	\$4.00	
PHY	143	\$6.00	\$6.00	\$4.00	
POS		\$4.00	\$4.00	\$4.00	
PSY		\$4.00	\$4.00	\$4.00	
REL		\$6.00	\$6.00	\$4.00	
SCI		\$4.00	\$4.00	\$4.00	
SCI	108	\$12.00	\$12.00	\$4.00	

SCI	208	\$12.00	\$12.00	\$4.00
SOC		\$4.00	\$4.00	\$4.00
SPA		\$6.00	\$6.00	\$4.00
THE		\$8.00	\$10.00	\$4.00
THE	104		\$10.00	\$10.00
THE	105	\$10.00	\$10.00	\$12.00
THE	107	\$10.00	\$10.00	\$12.00
THE	109		\$10.00	\$12.00
THE	202		\$10.00	\$10.00
THE	205	\$10.00	\$12.00	\$12.00

DIVISION	PREFIX	FY2020	FY2021	FY2022	
Health Professions	DHG	\$13.00	\$13.00	\$13.00	
	DHG	111	\$31.00	\$ 31.00	\$ 21.00
	DHG	114	\$680.00	\$ 421.00	\$ 421.00
	DHG	115	\$68.00	\$ 68.00	\$ 68.00
	DHG	116			\$ 36.00
	DHG	117	\$31.00	\$ 31.00	\$ 16.00
	DHG	211	\$58.00	\$ 45.00	\$ 61.00
	DHG	212		\$ 24.00	\$ 25.00
	DHG	214			\$ 20.00
	DHG	215	\$25.00	\$ 25.00	\$ 47.00
	DHG	217	\$46.00	\$ 46.00	\$ 46.00
	DHG	218		\$ 32.00	\$ 25.00
	DHG	219	\$32.00	\$ 32.00	\$ 25.00
	DHG	230	\$34.00	\$ 37.00	\$ 37.00
	DTP		\$10.00	\$ 10.00	\$ 10.00
	EMS		\$10.00	\$ 10.00	\$ 10.00
	EMS	110	\$57.00	\$ 57.00	\$ 57.00
	EMS	111			\$ 44.00
	EMS	113	\$40.00	\$ 40.00	\$ 33.00
	EMS	114	\$16.00	\$ 16.00	\$ 29.00
	EMS	115	\$38.00	\$ 38.00	\$ 32.00
	EMS	116			\$ 45.00
	EMS	117			\$ 60.00
	EMS	138	\$21.00	\$ 21.00	\$ 27.00
	EMS	238	\$75.00	\$ 75.00	\$ 18.00
	FST		\$3.00	\$4.00	\$ 4.00
	FST	111		\$ 10.00	\$ 10.00
	FST	116		\$ 15.00	\$ 50.00
	FST	132			\$ 43.00
	FST	152		\$ 10.00	\$ 43.00
	FST	210			\$ 43.00
	HCS		\$10.00	\$ 10.00	\$ 10.00
	HCS	136	\$10.00	\$ 10.00	\$10.00
	HCS	153	\$50.00	\$ 50.00	\$ 70.00
	HCS	173	\$25.00	\$ 25.00	\$ 35.00
	LPN		\$10.00	\$ 10.00	\$ 10.00
	LPN	114	\$62.00	\$ 62.00	\$ 54.00
	LPN	117	\$62.00	\$ 62.00	\$ 35.00
	LPN	118	\$44.00	\$ 57.00	\$ 48.00
	LPN	131	\$44.00	\$ 44.00	\$ 36.00
	LPN	132	\$122.00	\$ 100.00	\$ 60.00
	LPN	135	\$38.00	\$ 38.00	\$ 28.00
	LSS		\$3.00	\$ 4.00	\$ 4.00
	MAS		\$10.00	\$ 10.00	\$ 10.00
	MAS	116	\$49.00	\$ 49.00	\$ 59.00
	MAS	135	\$53.00	\$ 53.00	\$ 47.00
	MAS	156	\$30.00	\$ 30.00	\$ 35.00
MAS	158	\$58.00	\$ 58.00	\$ 68.00	
MAS	170	\$17.00	\$ 17.00	\$ 17.00	

MSG		\$10.00	\$ 10.00	\$ 10.00
MSG	111	\$71.00	\$ 71.00	\$ 95.00
MSG	112	\$15.00	\$ 62.00	\$ 62.00
MSG	114		\$ 25.00	\$ 25.00
MSG	117		\$ 34.00	\$ 34.00
NAS		\$26.00	\$ 26.00	\$ 26.00
NUR		\$10.00	\$ 10.00	\$ 10.00
NUR	110	\$67.00	\$70.00	\$ 63.00
NUR	113	\$38.00	\$44.00	\$ 82.00
NUR	114	\$56.00	\$60.00	\$ 40.00
NUR	117	\$75.00	\$60.00	\$ 47.00
NUR	118	\$38.00	\$40.00	\$ 33.00
NUR	151	\$50.00	\$53.00	\$ 39.00
NUR	210	\$95.00	\$112.00	\$ 57.00
NUR	215			\$ 63.00
NUR	218	\$30.00	\$28.00	\$31.00
NUR	236	\$38.00	\$34.00	\$40.00
NUR	238	\$38.00	\$51.00	\$40.00
NUR	255	\$36.00	\$38.00	\$47.00
NUR	257	\$50.00	\$53.00	\$48.00
NUR	258	\$38.00	\$40.00	\$33.00
OTA		\$20.00	\$ 20.00	\$20.00
OTA	111	\$62.00	\$ 87.00	\$87.00
OTA	112	\$54.00	\$ 53.00	\$142.00
OTA	114	\$30.00	\$ 30.00	\$98.00
OTA	115	\$28.00	\$ 28.00	\$37.00
OTA	212	\$45.00	\$ 44.00	\$64.00
OTA	213	\$24.00	\$ 35.00	\$39.00
OTA	216	\$90.00	\$ 90.00	\$149.00
RTT		\$10.00	\$ 10.00	\$ 10.00
RTT	130	\$138.00	\$ 127.00	\$ 169.00
RTT	133		\$ 30.00	\$ 20.00
RTT	134	\$23.00	\$ 39.00	\$ 46.00
RTT	137	\$67.00	\$ 77.00	\$ 77.00
RTT	212			\$ 15.00
RTT	213		\$ 26.00	\$ 33.00
RTT	215	\$60.00	\$ 58.00	\$ 50.00
RTT	217	\$167.00	\$ 160.00	\$ 180.00
SPT		\$10.00	\$ 15.00	\$ 25.00
SUR		\$10.00	\$ 10.00	\$ 10.00
SUR	116	\$143.00	\$ 137.00	\$ 137.00
SUR	170		\$ 27.00	\$ 27.00
SUR	231	\$130.00	\$ 130.00	\$ 340.00
SUR	232	\$26.00	\$ 26.00	\$ 116.00
SUR	274	\$40.00	\$ 40.00	\$ 41.00
SUR	275			\$ 19.00
VTT		\$10.00	\$ 10.00	\$ 10.00
VTT	110	\$45.00	\$ 45.00	\$ 45.00
VTT	111	\$45.00	\$ 45.00	\$ 28.00
VTT	112	\$35.00	\$ 40.00	\$ 40.00
VTT	114	\$35.00	\$ 35.00	\$ 55.00
VTT	115	\$35.00	\$ 35.00	\$ 55.00
VTT	116	\$35.00	\$ 35.00	\$ 35.00
VTT	117	\$50.00	\$ 50.00	\$ 50.00
VTT	118	\$35.00	\$ 40.00	\$ 40.00
VTT	119	\$18.00	\$ 18.00	\$ 18.00
VTT	150	\$35.00	\$ 35.00	\$ 35.00
VTT	210	\$35.00	\$ 40.00	\$ 40.00
VTT	211	\$35.00	\$ 35.00	\$ 50.00
VTT	212	\$50.00	\$ 50.00	\$ 70.00
VTT	213	\$40.00	\$ 40.00	\$ 40.00

VTT	214	\$35.00	\$ 35.00	\$ 35.00
VTT	216	\$10.00	\$ 10.00	\$ 10.00
XCT		\$10.00	\$ 10.00	\$ 10.00
XCT	215	\$28.00	\$ 28.00	\$ 28.00
XMR		\$10.00	\$ 10.00	\$ 10.00
XMR	217	\$20.00	\$ 20.00	\$ 20.00
XRA		\$10.00	\$ 10.00	\$ 10.00
XRA	110	\$60.00	\$ 59.00	\$ 59.00
XRA	111	\$78.00	\$ 78.00	\$ 94.00
XRA	114	\$23.00	\$ 28.00	\$ 28.00
XRA	131	\$28.00	\$ 28.00	\$ 28.00
XRA	231	\$55.00	\$ 45.00	\$ 45.00

DIVISION	PREFIX	FY2020	FY2021	FY2022
Learning Support	ALH	\$3.00	\$3.00	\$3.00
	ALM	\$3.00	\$3.00	\$3.00
	ALN	\$3.00	\$3.00	\$3.00
	ALR	\$3.00	\$3.00	\$3.00
	ALS	\$3.00	\$3.00	\$3.00
	ALW	\$3.00	\$3.00	\$3.00
	FYE	\$4.00	\$4.00	\$4.00
	TRN	\$10.00	\$10.00	\$10.00

DIVISION	PREFIX	FY2020	FY2021	FY2022	
Career & Technical Education	ACC	\$3.00	\$4.00	\$3.00	
	ACR	\$40.00	\$40.00	\$40.00	
	ACR	116	\$40.00	\$40.00	\$40.00
	ACR	130	\$65.00	\$65.00	\$65.00
	ACR	133	\$65.00	\$65.00	\$65.00
	ACR	135	\$65.00	\$65.00	\$65.00
	ACR	137	\$65.00	\$65.00	\$65.00
	ACR	154	\$65.00	\$65.00	\$65.00
	ACR	156	\$45.00	\$45.00	\$45.00
	ACR	272	\$40.00	\$40.00	\$40.00
	ACR	273	\$65.00	\$65.00	\$65.00
	ACR	274	\$65.00	\$65.00	\$65.00
	ACR	630	\$45.00	\$45.00	\$45.00
	AFD		\$21.00	\$21.00	\$21.00
	AFM		\$20.00	\$20.00	\$20.00
	AFM	256	\$30.00	\$30.00	\$26.00
	AFM	257	\$30.00	\$30.00	\$26.00
	AFM	258	\$30.00	\$30.00	\$26.00
	AFM	259	\$30.00	\$30.00	\$26.00
	AFM	270	\$21.00	\$21.00	\$26.00
	AGB		\$10.00	\$10.00	\$10.00
	AGB	104	\$15.00	\$15.00	\$18.00
	AGB	105	\$5.00	\$5.00	\$18.00
	AGB	201	\$5.00	\$5.00	\$18.00
	AGB	214	\$5.00	\$5.00	\$18.00
	AGB	215	\$7.00	\$7.00	\$18.00
	BUS		\$3.00	\$4.00	\$4.00
	CAD		\$13.00	\$13.00	\$13.00
	CAD	113	\$25.00	\$25.00	\$25.00
	CAD	117			\$25.00
	CAD	122	\$25.00	\$25.00	\$25.00
	CAD	124	\$25.00	\$25.00	\$25.00
	CCP		\$3.00	\$4.00	\$4.00
CIS		\$5.00	\$5.00	\$5.00	
CIS	112		\$5.00	\$72.00	
CIS	122		\$5.00	\$72.00	
CIS	131		\$5.00	\$72.00	

CIS	134		\$5.00	\$72.00
CIS	135		\$5.00	\$72.00
CIS	138		\$5.00	\$72.00
CIS	152	\$5.00	\$5.00	\$5.00
CIS	170		\$5.00	\$72.00
CIS	200		\$5.00	\$72.00
CIS	231		\$5.00	\$72.00
CIS	270		\$5.00	\$72.00
CIT		\$30.00	\$30.00	\$30.00
CIT	114	\$45.00	\$45.00	\$45.00
CIT	115		\$45.00	\$45.00
CNH		\$35.00	\$35.00	\$35.00
CSC		\$5.00	\$5.00	\$5.00
CSC	115	\$20.00	\$20.00	\$20.00
CSC	116	\$20.00	\$20.00	\$20.00
CSC	150	\$20.00	\$20.00	\$20.00
CSC	151	\$30.00	\$30.00	\$30.00
CSC	153	\$30.00	\$30.00	\$30.00
CSC	159	\$25.00	\$25.00	\$25.00
CSC	171	\$10.00	\$10.00	\$10.00
CSC	175	\$30.00	\$30.00	\$30.00
CSC	179	\$30.00	\$30.00	\$30.00
CSC	186	\$30.00	\$30.00	\$30.00
CSC	187	\$30.00	\$30.00	\$30.00
CSC	188	\$30.00	\$30.00	\$30.00
CSC	189	\$30.00	\$30.00	\$30.00
CSC	191	\$10.00	\$10.00	\$10.00
CSC	231	\$10.00	\$10.00	\$10.00
CSC	233	\$30.00	\$30.00	\$30.00
CSC	236	\$30.00	\$30.00	\$30.00
CSC	271	\$10.00	\$10.00	\$10.00
CSC	294	\$30.00	\$30.00	\$30.00
CTC		\$6.00	\$6.00	\$6.00
CTC	130	\$12.00	\$12.00	\$6.00
CTC	135	\$12.00	\$12.00	\$6.00
CTC	137		\$30.00	\$24.00
CTC	138		\$30.00	\$24.00
CTC	151		\$30.00	\$24.00
CTC	152		\$30.00	\$24.00
CTC	153		\$30.00	\$24.00
CTC	171		\$6.00	\$67.00
CTC	172		\$6.00	\$67.00
CTC	173		\$6.00	\$67.00
CTC	174		\$6.00	\$67.00
CTC	175		\$6.00	\$67.00
CTC	176		\$6.00	\$67.00
CTC	177		\$6.00	\$67.00
CTC	178		\$6.00	\$67.00
CTC	179		\$6.00	\$67.00
CTC	272		\$6.00	\$67.00
DPE		\$35.00	\$35.00	\$35.00
DPE	110		\$35.00	\$58.00
DPE	130		\$35.00	\$58.00
DPE	136		\$35.00	\$58.00
DPE	151		\$35.00	\$58.00
DPE	230		\$35.00	\$58.00
DPE	235		\$35.00	\$58.00
DPE	236		\$35.00	\$58.00
DPE	238		\$35.00	\$58.00
DPE	239		\$35.00	\$58.00
DPE	251		\$35.00	\$58.00

On CTE sheet, CTC 137, 138, 151, 152 were there, and their fees are \$30.

DPE	252		\$35.00	\$58.00
DPE	254		\$35.00	\$58.00
DPE	259		\$35.00	\$58.00
DRT		\$10.00	\$10.00	\$10.00
ELT		\$20.00	\$20.00	\$20.00
EST		\$3.00	\$4.00	\$4.00
GIS		\$5.00	\$5.00	\$5.00
GIS	115	\$15.00	\$15.00	\$15.00
HPI		\$3.00	\$4.00	\$4.00
HPI	110	\$10.00	\$10.00	\$10.00
HPI	112	\$18.00	\$30.00	\$30.00
HPI	114	\$10.00	\$10.00	\$10.00
HPI	116	\$10.00	\$15.00	\$15.00
HPI	139	\$18.00	\$25.00	\$25.00
HPI	215	\$5.00	\$5.00	\$5.00
HPI	216	\$30.00	\$15.00	\$15.00
HPI	231	\$5.00	\$5.00	\$5.00
HPI	237	\$18.00	\$20.00	\$20.00
HPI	239	\$18.00	\$20.00	\$20.00
HRT		\$12.00	\$12.00	\$12.00
HRT	111	\$20.00	\$20.00	\$20.00
HRT	118		\$12.00	\$16.00
HRT	119	\$20.00	\$20.00	\$20.00
HRT	130	\$20.00	\$20.00	\$20.00
HRT	211		\$20.00	\$20.00
HRT	270	\$20.00	\$20.00	\$24.00
HVC		\$30.00	\$30.00	\$30.00
MFT		\$15.00	\$15.00	\$35.00
MGT		\$3.00	\$4.00	\$4.00
MKT		\$3.00	\$4.00	\$4.00
PFT		\$30.00	\$30.00	\$30.00
SRV			\$30.00	\$40.00
SRV	113	\$40.00	\$40.00	\$40.00
SRV	211	\$40.00	\$40.00	\$40.00
SRV	234	\$40.00	\$40.00	\$40.00
SRV	235	\$40.00	\$40.00	\$40.00
SRV	253	\$40.00	\$40.00	\$40.00
SRV	254	\$40.00	\$40.00	\$40.00
WLD		\$30.00	\$30.00	\$40.00
DIVISION	PREFIX	FY2020	FY2021	FY2022
Institute of Aviation	ALV	\$3.00	\$3.00	\$3.00
	ALV	101	\$2,381.00	\$2,417.00
	ALV	101-D	\$3,615.00	\$3,672.00
	ALV	110		\$350.00
	ALV	120	\$2,904.00	\$3,056.00
	ALV	120-D	\$4,378.00	\$4,450.00
	ALV	129	\$2,486.00	\$2,630.00
	ALV	140	\$2,590.00	\$2,630.00
	ALV	200	\$3,360.00	\$3,360.00
	ALV	209	\$2,799.00	\$2,843.00
	ALV	220	\$1,545.00	\$1,565.00
	ALV	222	\$3,552.00	\$3,632.00
	ALV	280	\$8,216.00	\$8,120.00
	ALV	281	\$991.00	\$998.00
	AVI	\$3.00	\$4.00	\$4.00
	AVI	101	\$2,324.00	\$2,362.00
	AVI	111	\$50.00	\$55.00
	AVI	112	\$33.00	\$33.00
	AVI	113	\$3.00	\$4.00
	AVI	120	\$2,897.00	\$2,945.00

AVI	129	\$2,630.00	\$2,673.00	\$2,698.00
AVI	140	\$2,786.00	\$2,832.00	\$2,858.00
AVI	200	\$3,638.00	\$3,699.00	\$3,771.00
AVI	209	\$3,240.00	\$3,362.00	\$3,425.00
AVI	220	\$1,672.00	\$1,685.00	\$1,702.00
AVI	222	\$3,628.00	\$3,685.00	\$3,719.00
AVI	280	\$8,740.00	\$8,855.00	\$8,945.00
AVI	281	\$698.00	\$707.00	\$716.00

IX. BUSINESS & FINANCE—Item F

DUAL CREDIT FEES

In accordance with the Illinois Community College Board and the Illinois Dual Credit Quality Act, and in partnership with district 505 high schools, Parkland College has drafted a memorandum of understanding (MOU) designed to provide early college opportunities to secondary students to reduce college costs, speed time to degree completion, facilitate the transition between high school and college, improve and align high school curriculum with college and workplace expectations, and offer opportunities for improving degree attainment for underserved student populations.

Parkland College partners with District 505 high schools for dual credit course offerings in a variety of models. Dual Credit courses are administered through the Office of Early College Services, which assists high schools in curriculum selection, scheduling, application, assessment, advisement, and registration.

Beginning Fall 2021 a fee structure, adopted from the Illinois Model Partnership Agreement, will be as follows:

1. Courses taught at the high school by a dual credit qualified high school instructor:
 - Priority courses with an Illinois Articulation Initiative code and included in the General Education Core Curriculum (GECC) will have a per-student enrollment fee equal to eight percent (8%) of the In-District Rate
 - Non-Priority courses not included in the GECC will have a per-student enrollment fee equal to twelve percent (12%) of the In-District Rate.
2. Courses taught at the high school by a Parkland College faculty person or courses taught online by a Parkland College faculty member:
 - The high school is billed for the equated contact hours (ECH) per the Part-Time Faculty Organization contract.

Fees will be based on the previous year's in-district tuition rate. The high school or student is responsible for textbooks, technology, and any course related materials necessary for the course.

Administration recommends approval of the Dual Credit fee structure, adopted from the Illinois Model Partnership Agreement.

MOTION— Move to approve structured fees for Dual Credit courses as outlined through the development of a Local Partnership Agreement (LPA), or MOU, for dual credit programming

IX. BUSINESS & FINANCE—Item G

EXEMPT PURCHASE – TESTING UNITS FOR PLACEMENT TESTING

The Parkland College Assessment Center uses ALEKS PPL testing system to determine developmental and college-level placements, based on the placement scores. ALEKS results also determine high school students' eligibility for dual credit courses.

McGraw-Hill Global Education Holdings LLC of Blacklick, OH is the sole developer, distributor, and owner of the ALEKS PPL and units used by Parkland College for math placement testing must be purchased directly from them. The unit price is the same for all public Illinois community colleges. McGraw-Hill's ALEKS PPL testing system to place students in the proper levels of mathematics. The estimated annual usage is 4,000 units at \$15.00 per unit for a total cost of \$60,000.

This purchase relates to the following Strategic Goals:

Goal B: Completion – Parkland College will increase student retention, persistence, and completion.

B.2 Improve student success by providing comprehensive support systems.

Administration recommends purchasing the ALEKS PPL testing units from McGraw-Hill for a total cost of \$60,000. These items are exempt from formal bid requirement per the Illinois Community College Act, Section 805/3-27.1 (i), contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph. Board authorization is requested since the cost exceeds \$20,000.00. Funds are available from the FY2021 and FY2022 operating budgets.

MOTION – Move to approve the purchase of ALEKS PPL testing units proposed from McGraw-Hill Global Education Holdings LLC of Blacklick, OH, at a cost of \$60,000.

X. ACADEMIC & STUDENT SERVICES—Item A*

APPLICATION OF FUNDS FROM EXTERNAL SOURCES

Grant proposals as described in the accompanying summaries are presented for consideration prior to submission to the specific agencies.

CONSENT MOTION — Move to approve the filing of the following grant applications in accordance with the accompanying summaries which will be incorporated in the official minutes:

- Illinois Department of Commerce & Economic Opportunity (DCEO):
Manufacturing Training Academies

**Illinois Department of Commerce & Economic Opportunity (DCEO):
Manufacturing Training Academies**

The Advanced Manufacturing Training Center (AMTA) at Parkland is designed to meet the workforce needs of Illinois manufacturers by providing programming that will augment our existing programs with new certificates and degrees, as well as provide open and flexible training options. The AMTA will grow the manufacturing talent pipeline by engaging K-12, incumbent workers, and adult learners. By providing hands-on training in advanced manufacturing skills, the AMTA will assist regional manufacturers in scaling emerging technologies. The AMTA has widespread community support from the Champaign County Economic Development Corp., UIUC Research Park, manufacturing businesses, city governments, and state congressional members.

Submitted to: Illinois Department of Commerce & Economic Opportunity

Proposed by: Administration: Pam Lau, Stephanie Stuart, et. al.

Target Population: New students, K-12, incumbent workers, adult learners.

Benefits to Population: Provides shorter-term training, including competency-based, for individuals interested in pursuing a career in advanced manufacturing.

Supports Mission: To provide services, training, programs, and resources to the public and to business, industry, agriculture, and labor that promote the intellectual, cultural, and economic development of Illinois Community College District 505.

Project Lead: Parkland College

Other Partners: N/A

Proposed Dates: 3/1/2021 to 6/30/23

	First Year	All Years		First Year	All Years
All Partners Grant Request:	N/A	N/A	Parkland's Cash Match:	N/A	N/A
Parkland's Grant Request:	\$7,518,905	N/A	Parkland's In-kind Match:	N/A	N/A

Grant funds will be used to:

The Parkland AMTA budget consists of roughly 70% of funding allocated for facility construction/renovation and 30% for durable equipment.

X. ACADEMIC & STUDENT SERVICES—Item B*

ACCEPTANCE OF FUNDS FROM EXTERNAL SOURCES

Attached is a summary of funds awarded to the College from the following external sources:

- National Science Foundation (NSF): Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM)
- U.S. Department of Education: CARES Higher Education Emergency Relief Fund (HEERF): Emergency Financial Aid Grants to Students (CRRSAA allocation)
- U.S. Department of Education: CARES Higher Education Emergency Relief Fund (HEERF): Institutional Portion (CRRSAA allocation)

CONSENT MOTION — Move to approve the awarding of funds from external sources as stated above and in the attached summary.

FUNDS RECEIVED

Title	Received From	Begin Date	End Date	Years	Total Amount	Parkland Amount
Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM)	National Science Foundation	1/15/21	1/14/26	5	\$649,771	\$649,771
CARES Higher Education Emergency Relief Fund (HEERF): Financial Aid Grants to Students (CRRSAA allocation)	U.S. Department of Education	12/27/20	12/27/21	1	\$1,637,502	\$1,637,502
CARES Higher Education Emergency Relief Fund (HEERF): Institutional Portion (CRRSAA allocation)	U.S. Department of Education	12/27/20	12/27/21	1	\$5,619,716	\$5,619,716
					Total	\$7,906,989

X. ACADEMIC & STUDENT SERVICES—Item C*

POLICY MANUAL UPDATES

The Parkland College Association (PCA) and Administration have completed the latest review of the Policy and Procedures Manual. The recommended changes are presented approval.

3.01 Policy Prohibiting Sex-Based Misconduct

Change in the Federal Title IX Law under the Trump Administration requires us to completely change our Policy and build new procedures.

9.07 Sabbatical Policy and Procedures

1. Considerable time has passed since the policy and bylaws was written or even reviewed by a representative group of individuals. Many minor revisions have been made to various sections. Some policies reside within the procedures section and there is some redundancy of information.
2. Individuals (faculty, sabbatical applicants, committee members, sabbatical recipients, PCA officers, administration) have expressed frustration about to the lack of clarity of the sabbatical PNP. Many feel it is neither reader- nor user-friendly.
3. PCA tasked the committee with revising some of the policies related to committee selection, chair selection, terms of committee members, etc., to bring those in-line with guidelines followed by other PCA committees.
4. PCA tasked the committee to find a way to strengthen the wording of the policy to more clearly define the professional growth and development of sabbatical leave.
5. The library staff would like a more clearly defined procedure for the submission of sabbatical reports. We've had problems in the past getting sabbatical recipients to turn in their reports in a timely manner. Some reports have even lacked discussion of the professional development achieved by the recipient. Given that these are made public on Parkland's online institutional repository (SPARK), there is concern that the public may view our sabbatical process as nothing more than time off.
6. The Parkland BOT have a fiduciary duty to the taxpayers in our district. Articulating goals and activities that demonstrate how sabbatical awardees will grow professionally as Parkland educators helps to ensure continued board support for sabbatical leave.

CONSENT MOTION – Move to approve the changes to the following policies and procedures as indicated above and in the attached document:

- 3.01 Policy Prohibiting Sex-Based Misconduct
- 9.07 Sabbatical Policy and Procedures

POLICY PROHIBITING SEX-BASED MISCONDUCT (PENDING BOARD OF TRUSTEE APPROVAL)

I. Policy Statement

Parkland College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and other misconduct on the basis of sex, which includes, but is not limited to, sexual orientation and gender-related identity. The College prohibits all forms of sex-based misconduct, including but not limited to sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The College also prohibits discrimination and harassment on the basis of sex, sexual orientation, gender-related identity and expression, pregnancy, and parental status under its Policy 8.26 Harassment/Discrimination – Students and Policy 3.02 Harassment/Discrimination - Employees.

It is the policy of Parkland College to comply with Title IX of the *Education Amendments of 1972* (“Title IX”), the *Violence Against Women Reauthorization Act* (“VAWA”), Title VII of the *Civil Rights Act of 1964* (“Title VII”), the *Illinois Human Rights Act*, the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (“Clery Act”), the *Preventing Sexual Violence in Higher Education Act*, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Individuals found to have engaged in prohibited sex-based misconduct will be subject to disciplinary action, up to and including termination and/or expulsion from the College.

II. Title IX Compliance

As required under Title IX, the College does not discriminate on the basis of sex in the education program or activity that it operates. This requirement not to discriminate extends to admission and employment.

The College has designated the Vice President for Student Services as the Title IX Coordinator and the Dean of Students and the Associate Vice President/Chief Human Resource Officer as the Title IX Deputy Coordinator(s), who are responsible for coordinating the College’s efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the College’s Title IX Coordinator(s), the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

III. Retaliation Prohibited

Any form of retaliation, including intimidation, threats, harassment and/or other adverse action taken or threatened against any complainant or person reporting sex discrimination, sexual harassment or other sex-based misconduct, or against any person cooperating in the investigation of allegations of sex-based misconduct (including testifying, assisting or participating in any manner in an investigation), is strictly prohibited.

IV. Implementing Procedures

The College will establish, maintain and publish procedures implementing this Policy, which set forth:

- The scope and jurisdiction of the College’s prohibition on sex-based misconduct;

- Definitions of prohibited conduct;
- Responsibilities of and contact information for the College's Title IX Coordinator(s) and Deputy Title IX Coordinator(s);
- Options for assistance following an incident of sex-based discrimination, harassment or other misconduct;
- Procedures for reporting and confidentially disclosing alleged sex-based misconduct; including a mechanism for reporting and independent review of allegations against one elected official by another elected official;
- The College's response to reports of alleged sex-based misconduct;
- The College's grievance process for complaints alleging Title IX sexual harassment and/or alleging sexual violence, domestic violence, dating violence, or stalking;
- Prevention and education programming provided to College students; and
- Training and education provided to the Title IX Coordinator(s), campus law enforcement, and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other misconduct, or involved in the referral or provision of services to survivors.

POLICY 3.01 PROHIBITION OF SEXUAL DISCRIMINATION, HARRASSMENT, AND MISCONDUCT

A. Purpose

~~Parkland College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment, and misconduct on the basis of sex, which includes sexual orientation or gender-related identity.~~

~~Sex discrimination includes sexual harassment, sexual misconduct, and sexual violence. It is the policy of Parkland College that no staff member, student, or other members of the College community shall be subject to sexual discrimination, harassment, or misconduct.~~

~~Individuals found to have violated this policy will be subject to disciplinary action up to and including termination and/or expulsion from the College as determined by such administrative or Board action as is required by law, Board policy and procedure, and/or collective bargaining agreement.~~

B. Jurisdiction

~~This policy applies to students, faculty, staff, appointees, or third parties, regardless of sexual orientation or gender identity, whenever the misconduct occurs.~~

~~1. On College property; or~~

~~2. Off College property if:~~

~~-a. The conduct was in connection with a College or College-recognized program or activity; or~~

~~-b. The conduct may have the effect of creating a hostile environment for a member of the College community.~~

C. Title IX Coordinator

~~The College has designated the Vice President for Student Services as the Title IX Coordinator. The College has designated the Dean of Students and Director of Human Resources as Deputy Title IX Coordinators.~~

D. Retaliation Prohibited

~~Any form of retaliation, including intimidation, threats, harassment, or other adverse action taken or threatened against any complainant or person reporting or filing a complaint alleging sexual discrimination, harassment, or misconduct or any person cooperating in the investigation of such allegations (including testifying, assisting, or participating in any manner in an investigation) is strictly prohibited.~~

E. Implementing Procedures

~~The College will maintain and publish procedures implementing this policy which set forth:~~

~~1. Definitions of prohibited conduct;~~

~~2. Responsibilities of and contact information for the College's Title IX Coordinator and Department of Human Resources;~~

~~3. Options for assistance following an incident of sexual discrimination, harassment, and/or misconduct;~~

~~4. Procedures for reporting and confidentially disclosing sexual discrimination, harassment, and/or misconduct;~~

~~5. Complaint investigation and appeal procedures;~~

~~6. Prevention and education programming provided to College students and employees; and~~

~~7. Training and education provided to the Title IX Coordinator, Department of Human Resources, campus law enforcement, campus security, and anyone else involved in responding to, investigating, or adjudicating sexual discrimination, harassment, and misconduct incidents, or involved in the referral or provision of services to survivors per the College procedure.~~

Approved: December 14, 2016

**PROCEDURES IMPLEMENTING THE COLLEGE'S
POLICY PROHIBITING SEX-BASED MISCONDUCT
(PENDING BOARD OF TRUSTEE APPROVAL)**

I. Purpose

The College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and misconduct on the basis of sex, which includes sexual orientation or gender-related identity. The purpose of these Procedures is to implement the College's Policy Prohibiting Sex-Based Misconduct and Policy 8.26 Harassment/Discrimination – Students and Policy 3.02 Harassment/Discrimination - Employees, ensure a safe and healthy educational and employment environment, and meet legal requirements in accordance with: Title IX of the *Education Amendments of 1972* ("Title IX"), which prohibits discrimination on the basis of sex in the College's education programs or activities; relevant sections of the *Violence Against Women Reauthorization Act* ("VAWA"); Title VII of the *Civil Rights Act of 1964* ("Title VII"), which prohibits discrimination on the basis of sex in employment; relevant sections of the *Illinois Human Rights Act*, which prohibits discrimination on the basis of sex or sexual orientation, including gender-related identity; the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), which requires timely warning to the community of certain immediate threats; the *Preventing Sexual Violence in Higher Education Act*; and other applicable law and local ordinances.

The College has an affirmative duty to take immediate and appropriate action once it knows or its management should know of an act of sex-based discrimination, sexual harassment or other sex-based misconduct in any of its educational or employment programs or activities. The College will promptly and thoroughly investigate any complaints of sexual discrimination, harassment and/or misconduct in accordance with the procedures set forth below.

II. Jurisdiction

The College's Policy Prohibiting Sex-Based Misconduct and these implementing Procedures apply to students, faculty, staff, appointees, or third parties, regardless of sexual orientation or gender-identity, whenever the misconduct occurs:

- A.** On College property; or
- B.** Off College property if:
 - 1. The conduct was in connection with a College or College-recognized program or activity; or
 - 2. The conduct may have the effect of creating a hostile environment for a member of the College community.

III. Scope

These Procedures govern sex-based misconduct in various forms, many of which may trigger legal obligations under one or more state and federal laws. In no case does the inapplicability of a particular legal framework require the College not to address an act of misconduct falling within the scope of these Procedures.

Sections I-VII and IX-X include provisions relevant to sex-based misconduct in all its forms.

Sections VI.A and VI.B address specific reporting procedures for students and employees, respectively. Section VIII, which describes a grievance process with a required live hearing, applies only to formal Title IX complaints and complaints alleging sexual violence, domestic violence, dating violence or stalking.

Appendix A provides definitions for these Procedures.

IV. Administration

A. Title IX Coordinator

The College has designated the Vice President for Student Service as the Title IX Coordinator and the Dean of Students and the Associate Vice President/Chief Human Resource Officer as the Title IX Deputy Coordinator(s).

Contact information for the Title IX Coordinator(s) is as follows:

Michael R. Trame
Vice President for Student Services
Parkland College
Room U334
2400 W. Bradley Avenue
Telephone: (217) 351-2551
Email: Title_IX@parkland.edu

Contact information for the Title IX Deputy Coordinator(s) is as follows:

Marietta Turner
Dean of Students
Parkland College
Room U243]
2400 W. Bradley Avenue
Telephone: (217) 351-2505
Email: Title_IX@parkland.edu

Kathleen McAndrew
Associate Vice President
Chief Human Resource Officer
Parkland College
Room A116
2400 W. Bradley Avenue
Telephone: (217) 353-2024
Email: Title_IX@parkland.edu

Responsibilities of the Title IX Coordinator(s) include, but are not limited to:

- Overseeing the College's response to all Title IX reports and complaints and identifying and addressing any patterns or systemic problems revealed by such reports or complaints.
- Being informed of all reports and complaints raising Title IX issues, including those initially filed with another individual or office or if the investigation will be conducted by another individual or office.
- Conducting and/or assigning Title IX investigations, including the investigation of facts relative to a complaint. The Title IX Coordinator must not be the decision-maker for a determination of responsibility in response to a formal Title IX complaint of sexual harassment.
- Coordinating any appropriate supportive measures and ensuring the effective implementation of any remedies.
- Ensuring that appropriate policies and procedures are in place for working with law enforcement and coordinating services with local victim advocacy organizations and services providers, including rape crisis centers.
- Ensuring that adequate training is provided to students, faculty and staff on Title IX issues.
- Monitoring students' participation in athletics and across academic fields to ensure that sex discrimination is not causing any disproportionate enrollment based on sex or otherwise negatively affecting a student's access to equal educational opportunities.
- Developing a method to survey the school climate and coordinating the collection and analysis of information from that survey.
- Promoting an educational and employment environment which is free of sex discrimination and gender bias.

Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator(s) or to the Assistant Secretary for Civil Rights at the United States Department of Education:

Office for Civil Rights, Chicago Office
U.S. Department of Education
Citigroup Center
500 W. Madison Street, Suite 1475
Chicago, IL 60661-4544
Telephone: (312) 730-1560
Email: OCR.Chicago@ed.gov

B. Human Resources Department

For any complaints that involve a College employee as the respondent and fall outside the scope of Title IX, the Human Resources Department will manage the investigation into the allegations and issue a decision and any appropriate sanction(s).

For complaints of sex-based misconduct that involve a College employee as the respondent, investigatory and disciplinary procedures required by any applicable collective bargaining agreement will apply in addition to these Procedures.

V. Options for Assistance Following an Incident of Sex-Based Discrimination, Harassment or Misconduct

A. On- and Off-Campus Counselors and Advocates

The following on- and off-campus counselors and advocates can provide an immediate confidential* response in a crisis situation, as well as ongoing assistance and support:

Parkland College Counseling Services
Room U267
217-351-2219
Hours: When College is open, 8 AM-5PM
Mental Health Counselors:
Marya Burke*
Angela Jancola*
Joe Omo-Osagie*
Katie Schacht*
Donna Tanner-Harold*

24-Hour Crisis Lines

[Courage Connection Domestic Violence for Women and Children](#): (217)384-4390
[Mental health/suicide \(Rosecrance/Community Elements\)](#): (217)693-4580

[Sexual assault \(Rape Advocacy, Counseling, & Education Services\):](#)
(217)344-6298 [RAINN \(Rape, Abuse, and Incest National Network\) hotline:](#) 1-800-656-4673

[Illinois Coalition Against Sexual Assault \(ICASA\):](#) (217)753-4117

[Illinois Coalition Against Domestic Violence:](#) 877-863-6338

*Indicates Confidential Advisors, as defined in Appendix A.

Note: While the above-listed counselors and advocates may maintain a reporting person's confidentiality vis-à-vis the College, they may have reporting or other obligations under State law.

B. Emergency Response

Anyone who experiences or observes an emergency situation should immediately call 911 and/or one of the phone numbers listed below:

Parkland College Department of Public Safety
Room A160
2400 W. Bradley Avenue
(217)351-2369
PublicSafety@parkland.edu

Champaign Police Department
82 E. University Avenue
Champaign, IL 61820
(217)351-4545
Police@champaignil.gov

Champaign County Sheriff
204 E. Main Street
Urbana, IL 61801
(217)384-1204
sheriff@co.champaign.il.us

University of Illinois Police Department
1110 W. Springfield Ave.
Urbana, IL 61801
(217)333-1216
police@illinois.edu

Urbana Police Department
400 S. Vine Street
Urbana, IL 61801
(217)384-2320

C. On- and Off-Campus Health Care Options

Individuals may seek treatment for injuries, preventative treatment for sexually transmitted disease, and/or other health services by contacting one of the following health care providers:

Carle Foundation Hospital

611 W. Park St., Urbana, IL 61801

(217)383-3311

Emergency Department - 24 hours/day, 365 days/year

- Offers evidence collection (rape kit) and medical treatment*

OSF Medical Center

1400 W. Park St., Urbana, IL 61801

(217)337-2131

Emergency Department - 24 hours/day, 365 days/year

- Offers evidence collection (rape kit) and medical treatment*

Frances Nelson Medical Center

819 Bloomington Rd, Champaign, IL 61820

Phone: (217)356-1558

Champaign- Urbana Public Health

201 W. Kenyon Rd. Champaign, IL 61820

Phone: (217)352-7961

- Preventative treatment for sexually transmitted disease
- FREE STI Testing
- Does not require proof of citizenship

Planned Parenthood

302 E Stoughton St., Suite #2, Champaign, IL 61820

Phone: (217)359-8022

- Offers medical abortions up to 9 weeks

Women's Health Practice

2125 South Neil Street, Champaign, IL 61820

Phone: (217)356-3736

- Offers medical and surgical abortions

Avicenna Community Health Center

819 Bloomington Rd, Champaign, IL 61820

Phone: (217)403-5498

- FREE healthcare for the Uninsured
- Does not require proof of citizenship

*Indicates health care options which provide medical forensic services (rape kits) and/or Sexual Assault Nurse Examiners at no cost, pursuant to the *Sexual Assault Survivors Emergency Treatment Act* (410 ILCS 70).

Seeking medical treatment also serves to preserve physical evidence of sexual violence.

Off-campus health care providers will generally maintain confidentiality and not share information with the College unless the reporting person requests the disclosure and signs a consent or waiver form. Note, however, that while these health care providers may maintain a reporting person's confidentiality vis-à-vis the College, they may have other reporting obligations under State law.

D. State of Illinois Sexual Harassment and Discrimination Helpline

The Illinois Department of Human Rights has established a helpline for individuals to obtain information about their reporting options and referrals to other resources. The helpline is available Monday through Friday, from 8:30 a.m. to 5:00 p.m., at (877) 236-7703.

VI. Making a Report of Alleged Sex-Based Misconduct

Any student, employee or community member who wishes to avail himself or herself of these Procedures may do so by making a report to the Title IX Coordinator or Deputy Title IX Coordinator(s). Students may also make a report to any Responsible Employee, as defined below. Detailed information concerning student and employee reporting follows below.

A. Student Reporting

The College encourages students who have experienced sex-based misconduct to talk with someone about what happened so that they can get the support they need and so that the College can respond appropriately. Different employees on campus have different reporting obligations with regard to alleged sex-based misconduct. Some College employees (referred to as "Responsible Employees") are required to report all incidents of sex-based misconduct to the Title IX Coordinator, including the identities of the persons involved in the incident. While only designated Responsible Employees are required to report all incidents of sex-based misconduct to the Title IX Coordinator, all members of the College community (including students) are encouraged to report such incidents to the Title IX Coordinator.

The various reporting options available are set forth in further detail below. Regardless of to whom a report is made, the College will provide the person alleged to be the victim, if identified, with concise information, written in plain language, of the person's rights and options pursuant to these Procedures.

Immunity for Good Faith Reporting: Students who in good faith report an alleged violation of the College's Policy Prohibiting Sex-Based Misconduct will be granted immunity and will not receive a disciplinary sanction for a student conduct violation (such as underage drinking) revealed during the course of reporting. Immunity will not be provided for student conduct violations which the College determines are egregious, including without limitation misconduct which places the health or safety of another person at risk.

1. Student Reporting to the Title IX Coordinator(s)

Students are encouraged to report alleged incidents of sex-based misconduct to the Title IX Coordinator(s) directly. The College's Title IX Coordinator(s) are:

Contact information for the Title IX Coordinator is as follows:

Michael R. Trame
Vice President for Student Services
Parkland College
Room U334
2400 W. Bradley Avenue
Telephone: (217) 351-2551
Email: Title_IX@parkland.edu

Contact information for the Title IX Deputy Coordinator(s) is as follows:

Marietta Turner
Dean of Students
Parkland College
Room U243]
2400 W. Bradley Avenue
Telephone: (217) 351-2505
Email: Title_IX@parkland.edu

Kathleen McAndrew
Associate Vice President
Chief Human Resource Officer
Parkland College
Room A116
2400 W. Bradley Avenue
Telephone: (217) 353-2024
Email: Title_IX@parkland.edu

2. Student Reporting to Responsible Employees

A Responsible Employee, as defined in Appendix A, must report to the Title IX Coordinator all relevant details about an alleged incident of sex-based misconduct

shared by a student, including the date, time and specific location of the alleged incident, and the names of all involved individuals. To the extent possible, information shared with a Responsible Employee will be disclosed only to the Title IX Coordinator and/or those individuals responsible for handling the College's response to the report.

The following categories of employees are the College's Responsible Employees:

- College Administrators
- Title IX Coordinator
- Faculty
- Campus Police
- Coaches
- All faculty/staff advisors to a Recognized Student Club/Organization
- All full-time Assistants to the President/Vice-Presidents
- All full-time Dean of Students Office staff
- All full-time Human Resources staff

Before a student reveals any information to Responsible Employee, the employee should ensure that the student understands the employee's reporting obligations. If the student wants to make a confidential report, the Responsible Employee should direct the student to the confidential resources listed in Section VI.A.3 below.

If the student wants to tell the Responsible Employee what happened but also maintain confidentiality, the employee should tell the student that the College will consider the request, but that the College cannot guarantee it will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will also inform the Title IX Coordinator of the student's request for confidentiality.

Although rare, there are times when the College may not be able to honor a reporting party's request in order to provide a safe, non-discriminatory environment for all students and employees.

The College has designated the following individual(s) to evaluate requests for confidentiality:

- Title IX Coordinator
- Deputy Title IX Coordinators
- Chief of Campus Police

When weighing a reporting party's request for confidentiality or that no investigation or discipline be pursued, a range of factors will be considered, including the following:

- The increased risk that the alleged perpetrator(s) will commit additional acts of sexual

discrimination, harassment or misconduct, such as:

- Whether there have been other sexual discrimination complaints about the same alleged perpetrator;
 - Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of misconduct or violence;
 - Whether the alleged perpetrator threatened further sexual discrimination or violence against the student victim or others;
- Whether the sexual discrimination was committed by multiple perpetrators;
 - Whether the sexual discrimination, harassment or misconduct was perpetrated with a weapon;
 - Whether the student victim is a minor;
 - Whether the College possesses other means to obtain relevant evidence of the sexual discrimination, harassment or misconduct (e.g., security cameras or physical evidence);
And
 - Whether the reporting party's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the College to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the College will likely respect the reporting party's request for confidentiality.

If the College determines that it can respect a reporting party's request for confidentiality, the College will take immediate action as necessary to protect and assist the reporting party.

If the College determines that it cannot maintain a reporting party's confidentiality, the College will inform the reporting party at the earliest point possible and will, to the extent possible, only share information with people responsible for handling the College's response. The College will also take immediate action as necessary to protect and assist the reporting party.

If a party's request for confidentiality limits the College's ability to formally investigate a particular allegation, the College may take steps to limit the effects of the alleged sexual

discrimination, harassment and/or misconduct and prevent its recurrence without initiating

formal action against the alleged perpetrator or revealing the identity of the complainant. Such action may include, but is not limited to:

- Providing increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred;
- Providing training and education materials for students and employees;
- Revising and publicizing the College's policies regarding sexual discrimination, harassment and misconduct; and
- Conducting climate surveys regarding sexual misconduct.

3. Confidential Reporting

Students who wish to confidentially report an incident of sex-based misconduct may make a confidential report to:

Parkland College Counseling Services
Room U267
217-351-2219
Hours: When College is open, 8 AM-5PM
Mental Health Counselors:
Marya Burke
Angela Jancola
Joe Omo-Osagie
Katie Schacht
Donna Tanner-Harold

The individuals in this list are Confidential Advisors, as defined in Appendix A. Professional, licensed counselors who provide mental health counseling to students (including counselors who act in that role under the supervision of a licensed counselor) are not required to report any information about an alleged incident to the Title IX Coordinator without a student's permission.

Note: While the individuals listed above may maintain a student's confidentiality vis-à-vis the College, they may have reporting or other obligations under State law. Any College employee who suspects or receives knowledge that a minor student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, is required to: 1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline; and 2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office.

Also Note: If the College determines that a person alleged to be the perpetrator of sexual misconduct poses a serious and immediate threat to the College community, College Police may be called upon to issue a timely warning to the College community. Any such warning will not include any information that identifies the person alleged to be the victim.

4. Electronic and/or Anonymous Reporting

The College maintains an online system for electronic reporting. The reporter may choose to provide his/her identity or may choose to report anonymously. The system will notify the user, before he/she enters information, that entering personally identifying information may serve as notice to the College for the purpose of triggering an investigation. Anonymous reports can be filed [here](#). Where a reporter chooses to provide his/her identity and contact information, the College will respond to the reporter within 12 hours.

5. Note Regarding Student Participation in Public Awareness Events

Public awareness events such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak outs” or other forums in which students disclose incidents are not considered notice to the College of sex-based discrimination, harassment or misconduct for purposes of triggering an obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the College will provide information about students’ rights at these events.

B. Employee Reporting

1. Alleged Sex-Based Misconduct of a Student

In addition to the reporting requirements for Responsible Employees (see Section VI.A), all College employees who have information regarding sex-based misconduct of a student should report it to the Title IX Coordinator or any Responsible Employee.

2. Alleged Sex-Based Misconduct of an Employee

An employee should notify the Title IX Coordinator or Human Resources Department if he or she believes that the College or a member of the College community has engaged in sex discrimination, sexual harassment or other sex-based misconduct in violation of the College’s Policy 3.01 Prohibition of Sex-Based Misconduct.

VII. College Response to Reports of Alleged Sex Discrimination, Harassment or Other Misconduct

A. Processing of Report

Upon receipt of a report, the Title IX Coordinator will analyze the report to determine the appropriate method for processing and reviewing it.

For any report alleging sexual harassment, as defined under Title IX, and/or alleging sexual violence, domestic violence, dating violence or stalking pursuant to the *Preventing Sexual Violence in Higher Education Act*, the Title IX Coordinator will promptly contact the person alleged to be the victim (hereinafter “complainant”) to:

1. Discuss the availability of supportive measures (see Section VII.B below);
2. Consider the complainant’s wishes with respect to supportive measures;
3. Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and
4. Explain to the complainant the process for filing a formal complaint.

B. Supportive Measures

Supportive measures (also referred to as “interim protective measures”) are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to a complainant or respondent, irrespective of whether a formal complaint has been filed.

Examples of supportive measures that the College may offer include, but are not limited to:

- Counseling, mental health support, and wellness support;
- Extensions of deadlines or other course-related adjustments;
- Leaves of absence;
- Changes to academic, living, dining, transportation and/or working schedules or situations;
- Increased security and monitoring of certain areas of campus;
- Issuance and enforcement of mutual campus no contact orders; and
- Enforcement of an order of protection or no contact order entered by a State civil or criminal court.

A report of alleged sex-based misconduct may also prompt the College to consider broader remedial action, such as increased monitoring, supervision or security at locations where the alleged incident occurred; increased education and prevention efforts, including to targeted population groups; the use of climate assessments and/or victimization surveys; and/or revisions to the College’s policies and practices.

The College will maintain as confidential any supportive measures provided to a complainant or respondent, to the extent that maintaining such confidentiality would not impair the College's ability to provide the supportive measures.

The Title IX Coordinator(s) is/are responsible for coordinating the College's implementation of supportive measures.

C. Emergency Removals and/or Administrative Leave

Prior to initiating or completing the Grievance Process in response to a formal complaint, described further in Section VIII below, or in the absence of a formal complaint, the College may remove a respondent from the College's education program or activity on an emergency basis. Where the alleged conduct, if proven, would constitute sexual harassment as defined under Title IX, the College will effectuate an emergency removal only where the College has determined, based on an individualized safety and risk analysis, that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In such cases, the College will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal.

In addition, the College may place an employee on administrative leave during the pendency of the Grievance Process in response to a formal complaint.

D. Clery Act Reporting Obligations

Pursuant to the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* ("Clery Act"), 20 U.S.C. § 1092(f), the College will issue timely warnings to the campus community about crimes that have already occurred but may continue to pose a serious or ongoing threat to students and employees. The *Clery Act* also requires the College to maintain a public crime log and publish an Annual Security Report ("ASR") available to all current students and employees. The ASR documents three calendar years of select campus crime statistics (including statistics regarding incidents of dating violence, domestic violence, and stalking), security policies and procedures, and information on the basic rights guaranteed to victims of sexual assault.

VIII. Grievance Process for Complaints Alleging Title IX Sexual Harassment and/or Alleging Sexual Violence, Domestic Violence, Dating Violence or Stalking

For purposes of this Grievance Process, a formal complaint is a document filed by a complainant or signed by the Title IX Coordinator, alleging (a) sexual harassment in violation of Title IX and/or (b) sexual violence, domestic violence, dating violence or stalking in violation of the *Preventing Sexual Violence in Higher Education Act*; and requesting that the College investigate the allegation. At the time of filing a formal complaint pursuant to this Grievance Process, the complainant must be participating in or attempting to participate in the College's education programs or activities, either as a

student or an employee. Should a formal complaint be filed, the Title IX Coordinator will investigate the formal complaint or appoint a qualified person to undertake the investigation on his or her behalf.

A. Notice of Allegations

Within 10 school days after signing a formal complaint or receiving a formal complaint filed by a complainant, the Title IX Coordinator will provide written notice to the parties who are known of the following:

1. This Grievance Process, including the informal resolution process, where applicable.
2. The allegations potentially constituting sexual harassment under Title IX and/or sexual violence, domestic violence, dating violence or stalking under the *Preventing Sexual Violence in Higher Education Act*, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview.
3. That the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process.
4. That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney.
5. That the parties may inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including evidence upon which the College does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence, whether obtained from a party or other source.
6. The College Code of Conduct provision(s) that prohibit knowingly making false statements or knowingly submitting false information during the grievance process.

If, during the course of an investigation, the College decides to investigate allegations that are not included in the initial written notice of allegations, the Title IX Coordinator will provide subsequent written notice of the additional allegations to all known parties.

B. Informal Resolution

At any time after receiving the initial notice of allegations (See Section VIII.A above), and prior to a determination regarding responsibility being reached, the complainant and

respondent may request to participate in an informal resolution process. Informal resolution will only occur with both parties' voluntary, written consent. At any time prior to agreeing to a resolution, any party will have the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

The College does not permit informal resolution in cases involving alleged sexual harassment, sexual violence, domestic violence, dating violence or stalking by a College employee toward a student.

C. Consolidation of Formal Complaints

The Title IX Coordinator may consolidate formal complaints as to allegations against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual misconduct arise out of the same facts or circumstances.

D. Dismissal of Formal Complaints

If, during the course of an investigation or following an investigation into a formal complaint, the Title IX Coordinator or designated Investigator determines that the conduct alleged in the formal complaint would not constitute sexual harassment as defined in 34 C.F.R. § 106.30 (Title IX) even if proved, did not occur in the District's education program or activity, or did not occur against a person in the United States, then the Title IX Coordinator will dismiss the formal complaint with regard to that conduct for purposes of Title IX. In cases where the College determines that Title IX is not applicable but the College still intends to apply this Grievance Process to resolve the alleged misconduct, the College will inform the parties that Title IX is inapplicable but that such Process will nevertheless be applied. In addition, dismissal of a formal complaint for purposes of Title IX does not preclude action under other College policies and procedures.

The Title IX Coordinator may dismiss a formal complaint, or any allegations therein, at any time during an investigation if: (1) the complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein; (2) the respondent is no longer enrolled or employed by the College; or (3) specific circumstances prevent the College from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal—either of a complaint altogether, or of a complaint for purposes of Title IX—the Title IX Coordinator or Investigator will promptly send written notice of the dismissal and reason(s) for the dismissal simultaneously to the parties. Dismissal of a formal complaint under this Process does not preclude action under other College policies and procedures.

E. Investigation of Formal Complaint

The Title IX Coordinator will appoint one or more trained investigators to undertake an investigation into a formal complaint. Throughout the investigation, the parties will be afforded an equal opportunity to present witnesses including fact and expert witnesses, and other inculpatory and exculpatory evidence. The Investigator will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. Any proceeding, meeting, or hearing held to resolve formal complaints pursuant to this Grievance Process will protect the privacy of the participating parties and witnesses.

Both parties will be afforded an opportunity to be accompanied to any meeting or proceeding by an advisor of their choice, who may be, but is not required to be, an attorney. The advisor's role is limited to providing support, guidance and/or advice, and to conducting cross-examination during the live hearing (see Section VIII.F below). A party's advisor may not speak on behalf of the party during any meeting, interview or hearing and must comply with all behavioral rules and expectations set forth in these Procedures. If a party's advisor violates these Procedures or engages in behavior that harasses, abuses or intimidates a party, witness or individual resolving a complaint, that advisor may be prohibited from further participation.

When a party's participation is invited or expected at an investigative interview or other meeting, the Investigator will provide that party with written notice of the date, time, location, participants, and purpose of said interview or meeting at least three (3) school days prior to the interview or meeting.

At the conclusion of the investigation and prior to the Investigator's completion of his/her investigative report, the Investigator will send to each party (and the party's advisor, if any) the evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, in electronic format and/or in hard copy. The parties will have 10 school days to submit a written response to the evidence, which the Investigator will consider prior to completion of his/her investigative report.

After receiving and reviewing the parties' written responses, if any, the Investigator will create an investigative report that fairly summarizes the relevant evidence, and will forward a copy of his/her report to the Title IX Coordinator. Upon receipt of the Investigator's Report, the Title IX Coordinator will schedule a hearing. At least ten (10) school days prior to the hearing, the Title IX Coordinator will:

- (1) Provide both parties with written notice of the hearing date, time, location, participants (including the name of the appointed Hearing Officer) and purpose of the hearing; and
- (2) Send to each party (and the party's advisor, if any) the investigative report [in electronic format or hard copy] for their review and written response. Any written response submitted by a party to the Title IX Coordinator will be

provided to the decision-maker, for the decision-maker's review and consideration, in making a determination of responsibility.

F. Hearings

A hearing will be conducted by a Hearing Officer appointed by the College. Both parties will have the opportunity to request a substitution if the participation of the appointed Hearing Officer poses a conflict of interest. A party wishing to request a substitution must contact the Title IX Coordinator within three (3) school days after the party's receipt of the notice of hearing to make such a request.

At the request of either party, the College will arrange for the live hearing to occur with the parties located in separate rooms, with technology enabling the Hearing Officer and parties to simultaneously see and hearing the party or witness answering questions. A party wishing to request that the live hearing occur with the parties located in separate rooms must contact the Title IX Coordinator to request such an arrangement at least three (3) school days in advance of the hearing. The College may conduct any live hearing virtually, with the participants in one or more separate geographical locations, and with technology enabling participants simultaneously to see and hear each other.

At the live hearing, each party's advisor will be permitted to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination will be conducted directly, orally, and in real time by the party's advisor of choice and may never be conducted by a party personally.

The College will assign each party an advisor of the College's choice, free of charge, to conduct cross-examination for that party at the live hearing. Each party will be given notice of such assignment at least ten (10) days prior to the hearing. Each party may elect to bring an advisor of their own choosing instead of the assigned advisor. If a party has already secured an advisor of their own choosing, that party must notify the College of such within three days of receiving notice of the College-assigned advisor.

Only relevant questions, as determined by the Hearing Officer, may be asked of a party or witness. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant and will not be permitted, except where:

1. The questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant; or
2. The questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

If a party or witness does not submit to cross-examination at the live hearing, either due to absence from the hearing or due to the party's or witness's refusal to answer cross-examination or other questions, the Hearing Officer will not rely on any statement of that party or witness in reaching a determination regarding responsibility; however, the Hearing Officer

will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

The College will make all evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint available for the parties' inspection and review during the hearing. In addition, the College will create an audio or audiovisual recording, or transcript, of the live hearing, which the Title IX Coordinator will make available to the parties for inspection and review upon request.

G. Determination Regarding Responsibility

Within ten (10) school days after the conclusion of the hearing, the Hearing Officer will make a decision regarding responsibility. The Hearing Officer will apply a preponderance of the evidence standard when determining responsibility. Within seven (7) school days of reaching his/her decision, the Hearing Officer will issue a written determination to both parties simultaneously. The written determination will include:

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 C.F.R. § 106.30 (Title IX) and/or constituting sexual violence, domestic violence, dating violence or stalking pursuant to the *Preventing Sexual Violence in Higher Education Act*;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the College Code of Conduct or other conduct standards to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the College imposes on the respondent, and whether remedies designed to restore or preserve equal access to the College's education program or activity will be provided by the College to the complainant; and
6. The procedures and permissible bases for the complainant and respondent to appeal.

H. Appeals

Both parties will have the right to appeal any determination regarding responsibility, and any dismissal of a formal complaint or allegations therein, to the Title IX Coordinator or designee. An appeal must be based on one or more of the following grounds:

1. A procedural irregularity occurred;
2. New evidence or information exists that could affect the outcome of the matter;
3. The Title IX Coordinator, Investigator or Hearing Officer had a conflict of interest or bias for or against complainants or respondents generally, or the individual complainant or respondent, that affected the outcome of the matter; and/or
4. The sanction is disproportionate with the violation.

A party who wishes to appeal a determination regarding responsibility or a dismissal of a formal complaint or allegations therein must submit a written appeal request to the Title IX Coordinator within seven (7) school days of the party's receipt of the written determination or written dismissal notice. The written appeal request must identify the ground(s) on which the party seeks to appeal the determination or dismissal.

Within seven (7) school days of the Title IX Coordinator's receipt of an appeal request, the Title IX Coordinator will forward the appeal request to a designee assigned by the Title IX Coordinator and will notify the other party in writing that an appeal has been filed. Before reaching a determination regarding the appeal, the designee assigned by the Title IX Coordinator will afford both parties an equal opportunity to submit a statement in support of, or challenging, the determination or responsibility or dismissal that is the subject of the appeal. Within seven (7) school days after the designee has concluded his/her review of the appeal, the designee will issue a written decision simultaneously to both parties, describing the outcome of the appeal and the rationale for the outcome. The designee's decision is final.

IX. Prevention and Education for Students

The College will review on an ongoing basis, its sexual discrimination, harassment and misconduct prevention and education programming to ensure students and employees are provided substantive opportunities to learn about sexual discrimination, harassment and misconduct, including primary prevention, bystander intervention, risk reduction, consent, reporting methods, relevant College policies and procedures, retaliation, survivor-centered and trauma-informed response, relevant definitions, and other pertinent topics.

The College, in conjunction with its Parkland College Sexual Violence Prevention task force established pursuant to the Campus Security Enhancement Act of 2008 (110 ILCS

12/10), will annually review its prevention and education offerings to identify ways in which to enhance its effectiveness.

X. Training

The Title IX Coordinator(s) and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other misconduct, or involved in the referral or provision of services to survivors receive annual education and training on primary prevention, bystander intervention, risk reduction, consent, reporting obligations, investigation procedures, confidentiality requirements, relevant College policies and procedures, retaliation, survivor-centered and trauma-informed response, relevant definitions, and other pertinent topics.

In addition to the above training, individuals who investigate or resolve complaints, including through informal resolutions, receive at least 8-10 hours of annual training on issues related to *Preventing Sexual Violence in Higher Education Act* offenses including sexual violence, domestic violence, dating violence, and stalking; the scope of the College's education program or activity; the Title IX and College definitions of sexual harassment; how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias; and how to conduct the College's Grievance Process outlined in Section VIII, above. Decision-makers in particular receive training on any technology to be used at live hearings and on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant. Investigators in particular receive training on issues of relevance so as to enable them to create an investigative report that fairly summarizes relevant evidence.

All Confidential Advisors receive 40 hours of training on sexual violence before being designated a Confidential Advisor. Annually thereafter, Confidential Advisors attend a minimum of six (6) hours of ongoing educational training on issues related to sexual violence. Confidential Advisors also receive periodic training on the College administrative process, interim protective measures and accommodations, and the College's Grievance Process pursuant to Section VIII above.

The College, in conjunction with its Parkland College Sexual Violence Prevention task force established pursuant to the *Campus Security Enhancement Act of 2008* (110 ILCS 12/10), will annually review its training offerings to identify ways in which to enhance its effectiveness.

Any materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

APPENDIX A

Definitions for the College's Sex-Based Misconduct Procedures

- A. **Bystander Intervention:** see Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).
- B. **Complainant:** an individual who is alleged to be the victim of conduct that could constitute sex-based misconduct.
- C. **Confidential Advisor:** a person who is employed or contracted by the College to provide emergency and ongoing support to student survivors of sexual violence. Confidential Advisors may include persons employed by a community-based sexual assault crisis center with whom the College partners. Individuals designated as "Responsible Employees" in Section VI of these Procedures are not Confidential Advisors.
- D. **Consent:** knowing and voluntary agreement to engage in sexual activity. Coercion, force, or the threat of either invalidates consent. Consent may not be inferred from silence, passivity, or a lack of verbal or physical resistance. A person's manner of dress does not constitute consent. Past consent to sexual activities does not imply ongoing or future consent. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person. Consent may be withdrawn at any time. A person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following: 1) the person is incapacitated due to the use or influence of alcohol or drugs; 2) the person is asleep or unconscious; 3) the person is under age; or 4) the person is incapacitated due to a mental disability.
- E. **Dating Violence:** violence committed by a person: 1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and 2) where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- F. **Domestic Violence:** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Illinois, or by any other person against an adult or youth victim who is protected from

that person's acts under the domestic or family violence laws of the State of Illinois.

- G. Education Program or Activity:** a location, event, or circumstance over which the College exercised substantial control over both the respondent and the context in which the sex-based misconduct occurs, and also includes any building owned or controlled by a student organization that is officially recognized by the College.
- H. Hate Crime:** an act or an attempted act that violates a criminal statute by any person that in any way constitutes an expression of hostility toward the victim because of his or her sex, race, ethnicity, religion, age, disability, national origin, sexual orientation, or gender-related identity, color, marital status, military status or unfavorable military discharge.
- I. Hostile Environment Caused by Sexual Harassment:** a sexually harassing hostile environment is created when conduct by an individual is so severe, pervasive or persistent that it denies or limits an individual's ability to participate in or receive the benefits, services or opportunities of the College's educational programs or activities or the individual's employment access, benefits or opportunities. In determining whether a hostile environment has been created, the conduct in question will be considered from both a subjective and an objective perspective of a reasonable person in the alleged victim's position, considering all the circumstances.
- J. Incapacitation:** when a person is incapable of giving consent due to the person's age, use of drugs or alcohol, or because an intellectual or other disability which prevents the person from having the capacity to give consent.
- K. Intimidation:** to intentionally make another timid or fearful, to compel or deter by or as if by threats. Intimidation is a form of retaliation prohibited by the College's Policy Prohibiting Sex-Based Misconduct and these Procedures.
- L. Preponderance of the Evidence:** when considering all the evidence in the case, the decision-maker is persuaded that the allegations are more probably true than not true.
- M. Respondent:** an individual who has been reported to be the perpetrator of conduct that could constitute sex-based misconduct.
- N. Responsible Employee:** a College employee who has the authority to redress sex-based misconduct, who has the duty to report incidents of such misconduct or other student misconduct, or whom a student could

reasonably believe has this authority or duty. Section VI of these Procedures lists categories of employees who are Responsible Employees for the College.

- O. Retaliation:** Any form of retaliation, including intimidation, threats, harassment and other adverse action taken or threatened against any complainant or person reporting or filing a complaint alleging sexual discrimination, harassment or misconduct or any person cooperating in the investigation of such allegations (including testifying, assisting or participating in any manner in an investigation) is strictly prohibited. Action is generally deemed adverse if it would deter a reasonable person in the same circumstances from opposing practices prohibited by the College's Sex-Based Misconduct Policy and these Procedures. Retaliation may result in disciplinary or other action independent of the sanctions or supportive measures imposed in response to the allegations of sexual discrimination, harassment or misconduct.
- P. Sexual Assault:** any type of sexual contact or behavior that occurs by force or coercion, without consent of the recipient of the unwanted sexual activity, or in a familial relationship of a degree that would prohibit marriage. It includes sexual acts against a person who is unable to consent either due to age or lack of capacity or impairment. Examples include forcible sexual intercourse, forcible sodomy, forcible fondling, child molestation, incest, attempted rape, statutory rape and rape. Sexual assault can occur between members of the same or opposite sex. Sexual assault includes any forced act against one's will where sex is the weapon.
- Q. Sex-Based Misconduct:** Misconduct on the basis of sex, sexual orientation or gender-related identity. Such misconduct includes sex discrimination, sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence and stalking.
- R. Sexual Exploitation:** when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not meet the definition of sexual assault. Sexual exploitation includes prostituting another person, non-consensual visual or audio recording of sexual activity, non-consensual distribution of photos or other images of an individual's sexual activity or intimate body parts with an intent to embarrass such individual, non-consensual voyeurism, knowingly transmitting HIV or a sexually transmitted disease to another, or exposing one's genitals to another in non-consensual circumstances.

S. Sexual Harassment: Unwelcome sexual advances, requests for sexual acts or favors, and other verbal, non-verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment, academic advancement, evaluation, or grades;
- Submission to or rejection of such conduct by an individual is used as a basis for employment, academic advancement, evaluation, or grading decisions affecting that individual;
- Such conduct has the purpose or effect of substantially interfering with an individual's employment or educational performance or creating an intimidating, hostile, or offensive employment or educational environment; or
- Such conduct denies or limits an individual's ability to participate in or receive the benefits, services or opportunities of the College's educational programs or activities or the individual's employment access, benefits or opportunities.

Examples of conduct of a sexual nature may include:

- Verbal: Specific demands for sexual favors, sexual innuendoes, sexually suggestive comments, jokes of a sexual nature, sexual propositions, or sexual threats, whether spoken or in emails, articles, documents, or other writings.
- Non-Verbal: Sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting sounds or gestures, leering, whistling, or obscene gestures.
- Physical: Touching, pinching, brushing the body, or any unwelcome or coerced sexual activity, including sexual assault.

T. Sexual Violence: physical sexual acts attempted or perpetuated against a person's will or where a person is incapable of giving consent (e.g., due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent). Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion. All such acts of sexual violence are forms of sex discrimination prohibited by Title IX.

- U. **Survivor:** an individual who has experienced sexual violence, domestic violence, dating violence, or stalking while enrolled, employed, or attending an event at a higher education institution.
- V. **Survivor-Centered:** See Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).
- W. **Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to: 1) fear for his or her safety or the safety of others; or 2) suffer substantial emotional distress.
- X. **Threat:** any oral or written expression or gesture that could be interpreted by a reasonable person as conveying an intent to cause harm to persons or property.
- Y. **Trauma-Informed Response:** See Section 5 of the *Preventing Sexual Violence in Higher Education Act*, [110 ILCS 155/5](#).

Policy 9.07 SABBATICAL LEAVE

Parkland College invites eligible faculty to apply for sabbatical leave to engage in focused professional growth and development directly related to the college mission of teaching and learning. The goals, activities, and outcomes of sabbatical leave will serve to enhance the professional role of faculty at Parkland College and will ultimately benefit our community of learners.

A. Purpose and Intent

- 1. Sabbatical leave is offered as a time to step away from day-to-day professional responsibilities to engage in focused professional growth and development.**
- 2. Sabbatical leave is granted based on professional need. The overall goal is to realize intellectual growth and achievement to enhance teaching and learning.**
- 3. Eligible faculty may choose to engage in scholarly or creative works, conduct research, publish, acquire or update professional credentials, enhance competence, or explore new developments in one's field of expertise.**
- 4. The opportunity to apply for sabbatical leave is a negotiated benefit as part of the Parkland Academic Employees (PAE) contract for eligible full-time faculty (teaching faculty, counselors, and librarians).**
- 5. Sabbatical leave is granted by the Board of Trustees (BOT) on the recommendation of the College President and subject to available funds.**

B. Requirements

1. Eligibility

- a. Full-time, tenured faculty (teaching faculty, counselors, and librarians) are eligible for sabbatical leave at full pay after eight years of continuous full-time service to the College.**
- b. Eligible faculty may apply for an additional sabbatical leave at full pay after eight additional years of continuous full-time service following completion of a previous sabbatical. The eight-year wait period will apply for full- or reduced-load sabbatical leave and for any length of leave.**
- c. A sabbatical leave proposal may be submitted for a full semester or a partial semester dependent upon the scope of the proposed goals and activities. Possible time structures include: full semester with no load, full semester with reduced load, partial semester with no load, and partial semester with reduced load.**
- d. Eligible faculty may take no more than the equivalent of two full-load semesters of sabbatical leave during their Parkland career.**
- e. Sabbatical leave will not be granted to a faculty member whose retirement request has been accepted by the BOT.**
- f. Members of the sabbatical committee are not eligible to submit proposals during their term of service on the committee.**
- g. The sabbatical leave process cycles annually; a candidate not receiving sabbatical leave for a current period is eligible to apply again in a future year.**

2. Employment status

- a. During sabbatical leave, faculty will receive all rights, privileges, and benefits accorded to them while performing professional duties on campus.**
 - i. Leave time is credited as regular employed time for retirement provisions, seniority credit in any category recognized by the College, and all fringe benefits applicable.**
 - ii. The sabbatical recipient must be reinstated in the position held when the sabbatical was granted.**
- b. Sabbatical recipients will not seek employment beyond any included in the sabbatical proposal without consent of the College President.**
- c. Sabbatical recipients will maintain responsibility for personal expenses incurred during sabbatical leave (housing, transportation, etc.)**
- d. A modest additional allotment may be available by petition to the Vice President for Academic Services (VPAS) as funds are available.**

3. Agreement for College Service after Sabbatical

- a. Sabbatical recipients must agree in writing to return to service at Parkland College for a period of one year immediately upon completion of sabbatical leave.**
 - i. If such agreement is not fulfilled, the recipient will repay Parkland College all funds received for the sabbatical as directed by the College.**
 - ii. Faculty may be exempt from this obligation for documented health reasons.**
- b. Upon completion of the sabbatical, the recipient will share professional accomplishments gained during the sabbatical with administration, Parkland BOT, and Parkland College Association (PCA) membership. The recipient will work with the VPAS and PCA President to successfully submit the following reports and presentations within the semester following sabbatical leave:**
 - i. A professional final sabbatical report submitted to the VPAS.**
 - ii. A professional oral presentation to the BOT.**
 - iii. A professional oral presentation to the PCA membership.**

Procedure

A. Sabbatical Committee Procedures

- 1. Selection of Sabbatical Committee Members and Chair**
 - a. Sabbatical committee membership and chair position will be filled as referenced in the PCA constitution.**
- 2. Committee Procedures for Determining Sabbatical Leave**
 - a. Discussion of the submission, evaluation, and ranking of sabbatical proposals is confidential.**
 - b. Sabbatical committee meetings require a majority of members to be in attendance to conduct official business.**
 - c. Committee members are representatives at-large and equitably represent all applicants from all divisions.**
 - d. Committee members are representatives of the taxpayers of District 505.**

Therefore, they must ensure the sabbatical leave benefits both faculty and our community of learners.

e. The invitation to apply for sabbatical leave will be sent prior to April 15 of each year by the committee chair. The due date for submitting the statement of intent to apply will be the last contract day of spring semester.

f. Faculty who submitted an intent to apply for sabbatical leave will receive a call for sabbatical proposal submission at the start of the contract year. Proposals will be due at the end of week three of the fall semester.

g. Committee members will offer at least one Center for Excellence in Teaching and Learning (CETL) session to answer questions and provide guidance to sabbatical applicants prior to the due date for proposal submission.

h. Distribution of Proposals to Committee: The chair will distribute copies of the sabbatical proposals and the evaluation rubrics to each member of the sabbatical committee at the first committee meeting. The first meeting will ensure that new and returning committee members understand the procedures for proposal evaluation.

i. Study and Review of Proposals: Committee members will individually study and review proposals after the first committee meeting and before the start of oral presentations. A committee member may choose to fill in preliminary scores on the evaluation rubric, knowing these may be modified after hearing oral presentations.

- i. A separate evaluation rubric will be used for each proposal and serves as a basis for identifying, organizing, and evaluating the merits of each proposal. The evaluation rubric is used as a starting point for qualitative discussion and consensus building by the committee.

j. Oral Presentations: The committee will hear an oral presentation from each sabbatical applicant. Upon completion of each presentation, the committee will ask questions to clarify their understanding of the proposed sabbatical leave.

k. The committee will make note of any helpful feedback for future proposal submission. The applicant may request the feedback by contacting the sabbatical committee chair after receiving the official sabbatical selection notification from the VPAS.

l. Discussion, Review, and Recommendations for Sabbatical Leave: The committee will use the following procedure to complete sabbatical recommendations:

- i. Synthesis of evaluation rubrics to determine an initial ranking list. All evaluations reflect the proposal that has been submitted, not the candidate who submitted the proposal.
- ii. Qualitative discussion of the initial rankings and merits of individual proposals.
- iii. Revision of evaluation rubrics as needed.
- iv. Ranking of revised evaluation rubrics as needed.

- v. Identification of top three proposals.
- vi. Additional discussion if any two of the top three proposals are close in rank.
- vii. Final recommendation of top three proposals. Final recommendations reflect the consensus achieved by the committee, not any one member of the committee.
- viii. In the event of a tie, the sabbatical applicant having the longer time in service at Parkland or having the longer time in service since a previous sabbatical will be given the higher ranking.

m. Report of Sabbatical Leave Recommendations: The chair will prepare and submit a confidential report to the VPAS upon completion of sabbatical committee work and no later than the last official day of fall semester. This confidential report will include a rank-order list of faculty recommended for sabbatical leave and the individual ranking sum for each proposal. A copy of each proposal will be included with the report. The VPAS will present the report to the College President.

n. Notification to Sabbatical Leave Applicants: Sabbatical leave is granted by the BOT upon recommendation of the College President. Following BOT approval, the VPAS will notify the sabbatical leave recipient of the award and will also notify those who were not awarded sabbatical leave. Neither the chair nor any sabbatical committee member is to issue any statement regarding the committee recommendations.

3. Criteria for Proposal Evaluation

- a. The proposed sabbatical leave contributes to professional growth and development.
- b. The specific goals identified within the proposal lead to professional growth and development.
- c. The sabbatical goals contribute to teaching and learning.
- d. The proposal identifies specific activities that will be used to achieve the stated goals.
- e. The proposed length and workload of the sabbatical leave is justified by the proposed activities.

B. Sabbatical Applicant Procedures

1. Timeline for Proposal Submission

The applicant will:

- a. Send a written statement of their intent to apply for sabbatical leave to the chair of the sabbatical committee after receipt of the invitation to apply and before the last contract day of spring semester.
- b. Have the option to attend a CETL session offered by the sabbatical committee to ask questions and receive guidance prior to the due date for proposal submission.

- c. Forward a signed copy of the required cover sheet and proposal to the chair of the sabbatical committee in electronic form by the end of week three of fall semester.
- d. Give an oral presentation to the sabbatical leave committee.

2. Guidelines for Intent to Apply

- a. Applicants will send a written statement of their intent to apply for sabbatical leave via email to the sabbatical committee chair and include the following:
 - i. Applicant's name
 - ii. Name of department
 - iii. Name of department chair or administrator
 - iv. A sentence or two stating their intention to apply for sabbatical leave

3. Guidelines for Cover Sheet

- a. A separate cover sheet will be submitted with the sabbatical proposal and will contain the following information:
 - i. Applicant's name
 - ii. Applicant's department
 - iii. Description of current job responsibilities: (25-50 words)
 - iv. Length of full-time service at Parkland
 - v. Date and length of any previous sabbatical leave at Parkland College
 - vi. Requested workload during sabbatical (example: full-semester, no load)
 - vii. Semester and year of proposed leave
 - viii. Alternate semester and year of proposed leave
 - ix. Proposal summary (a brief description, 50-100 words)
 - x. A statement that the applicant will work for at least a one-year term immediately following the completion of sabbatical leave.
 - xi. Applicant's signature
 - xii. Department chair or administrator's signature (the signature acknowledges the submission of the proposal and the absence of negative impact on the applicant's department should the proposal be selected for sabbatical leave)

4. Guidelines for Sabbatical Proposal

- a. A sabbatical leave proposal will show the potential for significant contribution to professional growth and development and renewal of professional interests.
 - i. The proposal must clearly show that sabbatical leave will enhance professional knowledge and skills in the applicant's area of expertise and will benefit and enhance teaching and learning at Parkland College.
 - ii. The proposal must be central to the applicant's primary professional responsibilities.
 - iii. The proposal must describe how the benefits gained will invigorate or enhance teaching of specific classroom topics and/or professional duties.
- b. Clearly identify specific goals within the proposal that will lead to professional growth and development. Examples of such goals may include, but are not limited to:

- i. Enhancing, augmenting, and broadening knowledge in the subjects the applicant teaches.
 - ii. Acquiring additional knowledge for teaching new courses or topics in the applicant's area of expertise.
 - iii. Exploring current developments in their field of expertise.
 - iv. Obtaining a new certification to bring greater professional growth and recognition.
 - v. Spending time with other professionals in their field of expertise to expand their knowledge base and create beneficial connections for current and future growth.
 - vi. Conducting research to professionally publish or to share results with colleagues.
 - vii. Developing or perfecting skills or techniques in their area of expertise.
- c. Clearly show how the sabbatical goals will contribute to teaching and learning.
 - i. Include specific examples of the benefits the applicant and Parkland students will realize by the accomplishment of the specific sabbatical goals.
- d. Clearly identify and describe the specific activities that will be used to achieve the sabbatical goals. Examples of such activities may include, but are not limited to:
 - i. Attending conferences, workshops, working groups, etc., and presenting information learned from these professional meetings to colleagues.
 - ii. Participating in hands-on internships, field work, or work experiences to update knowledge base of current practices.
 - iii. Creating and exhibiting works of art.
 - iv. Intensive study of professional papers related to teaching and/or area of expertise and writing a professional analysis.
 - v. Conducting research and writing a professional paper for publication.
- e. Demonstrate that the length and workload of the proposed sabbatical leave is justified.
 - i. The stated goals and activities must be realistically achievable within the timeline established for the sabbatical leave.
 - ii. The goals and activities must be purposeful as to justify the time requested for sabbatical leave.
 - iii. A timeline of proposed activities must be included.

5. Guidelines for Oral Presentation to Sabbatical Committee

- a. The sabbatical committee will schedule a date and time for a sabbatical applicant to give a 10-minute presentation highlighting the value of their proposed sabbatical leave.
- b. The presentation may be given in any form the candidate deems effective for conveying the strength and importance of the sabbatical proposal.
- c. Following the presentation, the committee may ask questions to clarify their understanding of the proposed sabbatical leave.

- 6. Guidelines for Final Report and Presentations for Sabbatical Recipients**
- a. At the beginning of the semester following sabbatical leave, the sabbatical recipient will contact the VPAS to develop a timeline for preparation, review, and submission of the final sabbatical report and the oral presentation to the BOT and to the PCA. The recipient will contact the President of PCA to schedule a date and time for the oral presentation to PCA membership. Timely communication is important to ensure that all requirements are completed within the first semester following sabbatical leave.**
 - b. Final Report: Sabbatical recipients must prepare a professional final report upon returning from sabbatical leave. Specific information to include in the final report:**
 - i. Describe how the sabbatical activities supported the stated goals in the initial proposal.**
 - ii. If it was necessary to modify or eliminate an initial goal, include information about an alternate goal and the activities implemented to achieve that goal.**
 - iii. Describe additional goals that may have been accomplished beyond those included in the original proposal.**
 - iv. Explain how the accomplishments will enhance teaching and/or knowledge in this area of expertise.**
 - v. Additional materials may be added to emphasize professional development, creativity, scholarly achievement, etc.**
 - c. One electronic copy of the sabbatical proposal and final report must be submitted to the VPAS prior to the BOT presentation. Electronic copies of any resultant publications, research papers, or bodies of creative work will also be submitted.**
 - d. The VPAS will present copies of the sabbatical proposal, final report, and any supporting documents to the College President and the Library Director, and will retain copies in the VPAS files.**
 - e. Sabbatical proposals and final reports will be made available in print in the Parkland Archives and through the Parkland online institutional repository. The sabbatical recipient must submit a signed copy of the Parkland Library “Non-Exclusive License Agreement” to grant permission for these documents to be posted to the repository.**
 - f. Oral Presentation to Board of Trustees**
 - i. A short professional presentation will be given to the BOT highlighting the achieved goals of the sabbatical leave and the perceived benefits to teaching and student learning at Parkland.**
 - ii. The VPAS will meet with the recipient to prepare for the presentation.**
 - g. Oral Presentation to PCA**
 - i. A longer professional presentation will be given to PCA membership during a monthly PCA meeting.**

- ii. The presentation will include the short presentation given to the BOT and any additional sabbatical details the recipient would like to share with colleagues.
- iii. The sabbatical recipient will contact the current PCA President to schedule a date and time within the semester the recipient returns to campus.

POLICY 9.07 SABBATICAL LEAVE

~~Teaching and learning are the primary missions at Parkland College. Parkland expects to become a stronger, more effective teaching and learning institution as a result of staff development via Sabbatical Leave: the goals of Sabbatical Leave should be professional growth, enrichment, reevaluation, and renewal and reaffirmation of one's commitment to higher education.~~

~~Sabbatical Leaves are granted by the Board of Trustees on the recommendation of the President of the College, and subject to available funds.~~

~~A. Purposes and Intent~~

- ~~1. Sabbatical Leave is offered as a significant component of professional development for full-time, tenured faculty. The sabbatical is a means of acquiring additional knowledge and competence in fields related to one's profession, or as a time to conduct research, publish, or develop a body of creative work.~~
- ~~2. Sabbatical Leave is awarded to faculty members to provide the required time for focused personal and professional growth and renewal. The candidate should see the sabbatical as a period of professional rejuvenation.~~
- ~~3. Sabbatical Leave is differentiated as separate and distinct from college projects and other leaves of absence. In all instances, the guiding principle behind Sabbatical Leave will be the value of such leave for the person receiving it and the appropriateness of the proposed activities.~~

~~B. Requirements~~

~~1. Eligibility~~

- ~~a. Full-time faculty, including counselors and librarians, who have achieved tenure status, are eligible for a sabbatical of one semester after six full-time contractual academic years of service to the College. Full-time faculty, including counselors and librarians, who have achieved tenure status are eligible for a sabbatical on one contractual year at full pay after twelve full-time contractual years of continuous service to the College if no previous sabbatical has been taken in those twelve years. Such applications are considered by the Sabbatical Leave Committee on the same basis as all other proposals. If a full-time faculty member has been granted a sabbatical at full pay for one contractual year, that individual is eligible for another one contractual year sabbatical after six years of additional full-time contractual academic service following the completion of the previous sabbatical. An individual is eligible for another one semester sabbatical after three years of additional full-time contractual academic service following the completion of the previous sabbatical.~~
- ~~b. The period during which sabbatical leave is granted does not apply toward a subsequent sabbatical.~~
- ~~c. Eligible employees may apply for a Sabbatical either as an individual or as part of a "team" (joint proposal).~~
- ~~d. Sabbatical Leave normally will not be granted to a faculty member whose retirement request has been accepted by the Board of Trustees.~~
- ~~e. Members of the Sabbatical Leave Committee are not eligible to submit a sabbatical leave proposal during their term of service on the committee.~~

2. ~~Length/Workload~~

- a. ~~Sabbaticals may be of varied length: they may extend from part of a semester – day(s), week(s), month(s) – up to one full academic year dependent on the scope of the activities involved in the sabbatical and the estimated amount of time necessary to complete those activities.~~
- b. ~~In addition, the recipient's workload may also vary. Based upon eligibility, a recipient of a sabbatical may elect to structure a leave in a variety of ways. Among them are:~~
 - ~~(1) full year, no load~~
 - ~~(2) full year, reduced load~~
 - ~~(3) full semester, no load~~
 - ~~(4) full semester, reduced load~~
 - ~~(5) partial semester, no load~~
 - ~~(6) partial semester, reduced load~~

3. ~~Employment status~~

- a. ~~During sabbaticals employees receive all rights, privileges and benefits including Professional Development funds, normally accorded to them while performing full duties on campus. A modest additional allotment may be available by petition to the Vice President for Academic Services. Sabbatical Leave time is credited as regular employed time with regard to retirement provisions, seniority credit in any category recognized by the College, and all fringe benefits applicable. The recipient must be reinstated in a position equal to or better than the position held when the sabbatical was granted.~~
- b. ~~Personal responsibilities such as housing, transportation, and visitation will remain with the faculty person.~~
- c. ~~The employee may not seek employment outside of any proposed in his/her sabbatical without consent of the President.~~

4. ~~Agreement for Service after Sabbatical~~

- a. ~~Those awarded a sabbatical that is equivalent to a semester's normal contract load, or more, must agree in writing to return to service at Parkland College for a one year term immediately after completion of the leave. If such an agreement is not fulfilled, the recipient is expected to repay Parkland College all funds received for the sabbatical according to a procedure determined by the College. Inability to fulfill this commitment of one year's service to the College upon completion of a sabbatical because of health reasons exempts the recipient from this obligation.~~
- b. ~~Upon completion of the sabbatical the individual must submit a written final report and give an oral presentation to the PCA and the Board of Trustees. Each should be an evaluation of the sabbatical and both the report and the presentation should be completed within the semester following the sabbatical. A copy of the approved sabbatical proposal and final report are to be provided to the President, Vice President for Academic Services, and the Library Director, within the semester following the sabbatical. The documents will be made available through the Library.~~

	Approved: September 19, 1984
	Revised: June 7, 1989
	Revised: January 20, 1993
	Revised: July 17, 1996
	Revised: February 21, 2001
	Revised: February 17, 2010
	Revised: February 20, 2013

Procedure

A. ~~Application Steps~~

- 1. ~~Present initial draft to Department Chair or student service director for consultation and advice. Chair/Director signature only verifies that proposal is distinct from project criteria.~~
- 2. ~~Forward signed initial proposal to Sabbatical Leave Committee.~~

3. ~~Applicant(s) make oral presentation to Sabbatical Leave Committee—receive suggested revisions.~~
4. ~~Submit final draft to Department Chair or student services director for signature.~~
5. ~~Forward signed final draft to Sabbatical Leave Committee.~~

~~B. Proposal Guidelines~~

~~Sabbatical Leave should be granted on the basis of professional need, rather than as the result of a proposal that must directly benefit the institution.~~

~~The written statement submitted by the applicant(s) should:~~

1. ~~Explain how the proposed sabbatical leave will contribute to professional growth and renewal.~~
2. ~~Explain how the proposed sabbatical leave activities will help achieve the goals of the sabbatical.~~
3. ~~Justify that the proposed length/workload of the sabbatical leave is warranted by the proposed activities demonstrate the eligibility of the applicant(s) by indicating:~~
 - a. ~~length of full-time service at Parkland~~
 - b. ~~the date of the last sabbatical leave~~

~~C. Selection of the Sabbatical Leave Committee~~

~~The Sabbatical Leave Committee membership will consist of at least five full-time faculty members selected at large from academic departments with no two members from the same department. Members who have been granted sabbaticals are preferred. Selection of the committee will occur after receipt of statements of intent to file. Departments or non-teaching faculty constituents from which proposals are received are requested to designate a committee member from their area. (The department may elect not to fill the position.)~~

~~The Chair of the Sabbatical Leave Committee will be selected by a majority of sitting members of the Sabbatical Leave Committee prior to dissolution. To be eligible, the Chair must be a tenured faculty member and agree to serve an additional term. In the event that the designated Chair is unable to serve, the President of PCA will select the position with consent of the Senate.~~

~~D. Calendar of Sabbatical Leave Committee Proceedings~~

1. ~~Prior to October 1 of a given year, the Sabbatical Leave Chair will send out a call for sabbatical proposals and set forth a timeline for:~~
 - a. ~~Statement of intent to file a sabbatical (to allow timely committee selection)~~
 - b. ~~Initial Sabbatical Leave Proposals~~
 - c. ~~Oral Presentations of Sabbatical Leave Applicants~~
 - d. ~~Final Sabbatical Leave Proposals~~
 - e. ~~Discussion, Review, and Recommendations for Sabbatical Leave~~
 - f. ~~Report of Sabbatical Leave Recommendations and Rankings to the Parkland College President and the Vice President for Academic Services~~
 - g. ~~Written Reports and Oral Presentations of preceding semester/term~~

~~2. Sabbatical Leave recipients~~

~~Full-time faculty eligible to apply for a sabbatical leave may file a sabbatical leave proposal with the Chair of the Sabbatical Leave Committee on or before the date Initial Sabbatical Leave Proposals~~

are due. Members of the Sabbatical Leave Committee are not eligible to submit a sabbatical leave proposal during their term of service on this committee.

~~E. Procedures for Determining Sabbatical Leaves~~

~~In order to conduct the activities of the Sabbatical Leave Committee, a majority of the membership of this committee is necessary to conduct its procedures. Further, all deliberations relating to the consideration and evaluation of each sabbatical leave proposal are confidential.~~

- ~~1. Initial Proposals. The Chair of the Sabbatical Leave Committee will distribute a copy of each of the Initial Sabbatical Leave Proposals to each of the members of the Sabbatical Leave Committee at least four days prior to the first day of Oral Presentations of the Sabbatical Leave Applicants. Each committee member will individually study and review each sabbatical leave proposal before the start of Oral Presentations.~~
- ~~2. Oral Presentations. The Oral Presentation sessions are an opportunity for the sabbatical leave applicants to present their proposals to the members of the Sabbatical Leave Committee.~~
- ~~3. Committee Assessment. Upon conclusion of the oral presentations, the members of the Sabbatical Leave Committee will discuss each of the sabbatical leave proposals and determine those proposals that are acceptable and require no further modification. In addition, the committee members will identify those proposals which require revision. The Chair of the Sabbatical Leave Committee will return to the respective candidates the proposals that require revision and strengthening with an explanation as to those aspects considered lacking.~~
- ~~4. Revisions. Any applicant may revise and resubmit a proposal as a Final Sabbatical Leave Proposal. A revised sabbatical leave proposal is to be filed with the Chair of the Sabbatical Leave Committee on or before the date Final Sabbatical Leave Proposals are due.~~

~~The Chair of the Sabbatical Leave Committee will distribute a copy of each of the revised sabbatical leave proposals to each of the members of the Sabbatical Leave Committee at least four days prior to the date of the Discussion, Review, and Recommendations for Sabbatical Leave Meeting.~~

~~F. Recommendations~~

~~Each of the members of the Sabbatical Leave Committee is to study and review each revised proposal, as well as reexamine the sabbatical leave proposals that were initially considered acceptable. Then, in order to apply a standard measure to each proposal, each member of the Sabbatical Leave Committee is to individually evaluate each of these sabbatical leave proposals by scoring the Evaluation Sheet: Sabbatical Leave Proposals. A separate evaluation sheet is to be used for each proposal to serve as a basis for identifying, organizing, and evaluating the merits of each sabbatical leave proposal.~~

~~Each member of the Sabbatical Leave Committee should complete scoring the Evaluation Sheet: Sabbatical Leave Proposals in advance of the Discussion, Review, and Recommendations for Sabbatical Leave Meeting.~~

~~The procedural sequence in the Discussion, Review, and Recommendations for Sabbatical Leave Meeting will include the following:~~

- ~~1. A discussion of the sabbatical leave proposals.~~
- ~~2. Casting printed ballots to Recommend or Not Recommend among all of the sabbatical leave proposals.~~
- ~~3. Counting the Recommend—Not Recommend ballots. A proposal must receive a simple majority of Recommend of the ballots cast to be recommended for a sabbatical leave.~~
- ~~4. After the results of the Recommend—Not Recommend balloting have been announced to the members of the Sabbatical Leave Committee, the casting of printed ballots to rank-order the Recommend proposals will be conducted and tallied.~~
- ~~5. Then, the sum of ranks of each Recommend proposal will be announced to the committee membership.~~

~~Note: In case there is a tie in one or more of the sum of ranks, the sabbatical leave candidate having the longer time in service at Parkland, or having the longer time in service at Parkland since a last sabbatical~~

leave, will be given the higher ranking.

The Chair of the Sabbatical Leave Committee will prepare and submit a confidential report to the Parkland College President and Vice President for Academic Services prior to the end of the Fall Semester in which the evaluation of the sabbatical leave proposals was conducted. This confidential report will include a list of the names of the full-time faculty Recommended for sabbatical leave in rank order, as well as the individual sums of rank of their proposals. Attached to this report will be a copy of each of the recommended sabbatical leave proposals.

G. Notification to Sabbatical Leave Applicants

Sabbatical leaves are granted by the Board of Trustees on the recommendation of the President of the College, subject to available funds. As such, all sabbatical leave announcements will come from the office designated by the Board of Trustees.

The Vice President for Academic Services will notify those applicants which have been recommended for their sabbatical leave proposals.

Neither the Chair nor the members of the Sabbatical Leave Committee are to issue any statement regarding the committee's recommendations.

Since the sabbatical leave process cycles annually, a candidate not receiving sabbatical leave for a current time period is encouraged to apply for one in a future year.

H. Guidelines for Sabbatical Leave Proposal Criteria

The Sabbatical Leave Committee will make qualitative distinctions between sabbatical proposals. The guidelines utilized by the committee will include:

1. All evaluations reflect the proposal that has been submitted, not the candidate who has submitted the proposal.
2. Final recommendations reflect the consensus achieved by the committee, not any one member of the committee.
3. The Evaluation Sheet used in conjunction with these guidelines is to be completed by each member of the committee with the understanding that the Evaluation Sheet is to be used as a basis for discussion by the committee in subsequent stages. The Evaluation Sheet, in and of itself, should not be construed as determining which proposals are recommended to the administration for funding. Those proposals result from the discussion and the consensus reached by the committee.

I.—Rationale

- 1.—Purpose: To evaluate the value of the proposed activities as to the professional growth of the candidate.
- 2.—Assumptions
 - a.—A sabbatical is best understood as an opportunity for professional renewal and growth for the candidate submitting the proposal. The benefits that will accrue to either the institution or to students will be considered secondary to the benefits accrued to the candidate.
 - b.—The more closely the sabbatical proposal reflects the professional life of the candidate, the more valuable the proposal will be assessed. That is, the sabbatical proposal should be central, rather than tangential, to the primary professional responsibilities of the candidate.
 - c.—A sabbatical proposal that focuses on the content of the candidate's professional area will be assessed as more valuable than those activities which focus on the process and procedures of the candidate's professional area. That is, a sabbatical proposal that demonstrates how the proposed activities will increase the candidate's knowledge in her/his professional area will be assessed as more valuable than one that emphasizes how to use knowledge in the candidate's professional area. Note: A sabbatical proposal that demonstrates primarily institutional benefits is more properly understood as a project and is not considered appropriate for sabbatical leave.

J.—Activities

- 1.—Purpose: To evaluate the value of the proposed activities as to their appropriateness for the sabbatical itself.
- 2.—Assumptions
 - a.—The proposed activities should augment, deepen, and/or broaden the candidate's knowledge in her/his professional area.
 - b.—The more clearly defined and described the proposed activities are, the higher they will be assessed.
 - c.—The degree to which the proposed activities are commensurate with the overall goals of the sabbatical proposal, the higher the proposed activities will be assessed. The candidate must clearly explain how the proposed activities will achieve the overall goals of the sabbatical leave.

K.—Justification

- 1.—Purpose: To evaluate the specific goals of the sabbatical proposal.
- 2.—Assumptions
 - a.—The specific goals of the sabbatical proposal must contribute significantly to the candidate's professional growth and renewal.
 - b.—The specific goals of the sabbatical proposal should reflect a realistic outlook. The specific goals must be achievable in and of themselves and within the time line established for the sabbatical.
 - c.—The candidate must explain how the original spirit and impetus for the teaching, counseling, or library professional will be revitalized.

L.—Evaluation Form (Sheet) For Sabbatical Leave Proposals

The Sabbatical Leave Committee will utilize the following criteria utilizing a scale of 0-10 (0=least, 10=most) when evaluating proposals.

- 1.—Rationale
 - a.—Contribution to professional growth
 - b.—Central to professional responsibilities

- c. ~~Emphasis on acquiring additional knowledge, conducting research, publishing, or developing a body of creative work.~~

2. ~~Activities~~

- a. ~~Clearly defined specific goal(s)~~
- b. ~~Clearly described proposed activities~~
- c. ~~Appropriate to overall goal(s)~~

3. ~~Justification~~

4. ~~Value of specific goal(s)~~

5. ~~Achievability of specific goal(s)~~

6. ~~Appropriateness of time line~~

7. ~~Recapture spirit/impetus~~

M. ~~Sabbatical Leave Proposal Format (Application)~~

1. ~~The Sabbatical Leave Proposal Format (Application) will consist of:~~

- a. ~~Applicant's Name~~
- b. ~~Department~~
- c. ~~Description of current job responsibilities: (25-50 words)~~
- d. ~~Indication of the length of time that is necessary to accomplish the objectives~~
- e. ~~Semester, proposed date of intended leave, and any alternate plans~~
- f. ~~Length of time proposed~~
- g. ~~Dates of leave _____~~
- h. ~~Alternate date of leave~~
- i. ~~Proposal Summary (a brief description, 50-100 words)~~
- j. ~~Signature of Department Chair or Director (The signature indicates that this person has knowledge of the sabbatical leave applicant's proposal and acknowledges its general validity.)~~
- k. ~~Additional considerations~~

2. ~~Major emphasis the members of the committee will use to evaluate the proposal.~~

- a. ~~Ways the proposed sabbatical leave contribute to professional growth and renewal.~~
- b. ~~Identify the specific goals of the proposed sabbatical leave.~~
- c. ~~Explanation of how the activities of the proposed sabbatical leave will help achieve the goals of the sabbatical.~~
- d. ~~How the proposed length and workload of the sabbatical leave is justified by the proposed activities.~~
- e. ~~Description of the plans for sharing the results or impact of the proposed sabbatical activities.~~

f. — Ways the proposed sabbatical leave will recapture the applicant's original spirit and impetus for selecting teaching/counseling/library as a profession.

3. ~~General information~~

a. ~~Length of applicant's full-time service at Parkland College.~~

b. ~~Date of applicant's last sabbatical leave at Parkland College.~~

c. ~~Description of any expenses the College should consider supporting which are in addition to the salaried amount the applicant will be receiving if on sabbatical leave.~~

d. ~~Other items for additional consideration that the applicant would like included in this proposal.~~

Revised: ~~October 2000~~

Revised: ~~February 2011~~

XI. CLOSED SESSION

The Board may meet in Closed Session and then return to Open Meeting.

MOTION—Move to go into Closed Session for the purpose of discussing the following topics:

1. Appointment, employment, compensation, resignation, or performance of specific employees.

XIII. CLOSED SESSION AUDIO APPROVAL

The Board may make a motion to approve the audio recording made of the Executive Session.

MOTION—Move to approve the audio recording made of the Executive Session of February 17, 2021 and that the secretary of the Board make provisions for its safe keeping and that it be made available only upon the proper order of the court and a finding by a judge that such audio tape should be released, and that such audio recording will be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the Executive Session in question.

XIV. ADMINISTRATIVE SERVICES—Item A

PERSONNEL REPORT

The Personnel Report for February 2021, is attached and presented for approval.

MOTION—Move to approve the Personnel Report for February 2021, in accordance with the documents that will be incorporated in the official minutes.

XV. TRUSTEE REPORTS

Chairman Green will open the floor for Board comments.

INFORMATION

XVI. ADJOURNMENT

A motion and second will be made for adjournment of the February 17, 2021 Board of Trustees meeting.

PARKLAND COLLEGE

STATEMENT OF CORE VALUES

As an institution of learning, Parkland College cultivates inquiry, practical application of knowledge, and broad enrichment across our community. The following values are important to the fulfillment of Parkland College's mission to provide programs and services of high quality to our students and community.

Honesty and Integrity

In our daily operations, our classrooms, and all of our interactions, it is essential that we communicate openly, truthfully, and without hypocrisy.

Fairness and Just Treatment

We advocate and strive for respect, equity, and justice in all of our operations and proceedings.

Responsibility

We believe that employees and students are personally and mutually accountable for their actions as they carry out their duties. We understand the need to balance the pursuit of our own well being with concern for others. Likewise, we understand the importance of balancing personal accountability with graciousness in the acceptance of help from others.

Multiculturalism

We celebrate the diversity in both our community and our world. Our goal is to recognize, promote, utilize, and educate one another regarding the unique qualities and shared humanity of all people and cultures.

Education

We provide a forum for innovation, critical thinking, open inquiry, and lifelong learning opportunities.

Public Trust

In our efforts to serve the community, we honor the trust placed in us by our citizenry. We also rely on our community to guide and advise us as we continue to serve its needs.