

January 28, 2020

Russ Kick  
[REDACTED]

RE: Public records request - IACUC minutes & reports

Dear Mr. Kick:

This is to acknowledge that Parkland College District No. 505 is in receipt of your *Freedom of Information Act* (FOIA) request dated January 12, 2020 at 9:30 p.m. via electronic mail. On January 21, 2020, the College responded within the five-day response period, which was extended due to the Dr. Martin Luther King Jr. Federal holiday on January 20, 2020. In that response, the College filed for an extension pursuant to 5 ILCS 140/3(e).

As the Vice President for Communications and External Affairs, I am responsible for processing requests for public information for the College, pursuant to *the Illinois Freedom of Information Act*, 5 ILCS 140/1 et seq. In your original e-mail, you requested that the College make available the following records:

“We hereby request the following records:

1. Complete minutes for the six (6) most recent IACUC meetings. (This includes all attachments, appendices, annexes, and accompanying documents, including photos and videos.)
2. The two (2) most recent semiannual reports prepared by the IACUC for the Institutional Official, plus the facility inspection checklists and program review checklists that form the basis of those reports. (This includes all attachments, appendices, annexes, and accompanying documents, including photos and videos, as well as minority views.)

#### FORMAT

We request that these records be released in any digital formats in which they exist, such as PDF, Word, EML, JPG, MP4, etc. We request that photos and videos be released in their original formats and resolutions.

If possible, please email the documents to [rkick.contractor@neavs.org](mailto:rkick.contractor@neavs.org). Otherwise, please mail CDs to the above address. In the event that these documents exist only on paper—and are not in any digital format whatsoever—please mail the records to the above address.

#### FEE WAIVER

We request a fee waiver, as the records we seek are not in NEAVS’s commercial interest and very much serve the public interest. They will be freely distributed to the public, and we will use our

skills to analyze and explain them, incorporating them into distinct works that inform the people of Illinois, the US, and the world.”

Parkland College’s Response:

The college has attached a .PDF file that we believe to be fully responsive to your request. Pursuant to 5 ILCS 140/7(1)c, we have redacted personally identifiable information such as personal phone numbers and the names of community members who have fostered animals as part of the program. We believe that disclosure of such information would “constitute a clearly unwarranted invasion of personal privacy” as defined in the FOIA.

As Vice President for Communications and External Affairs, I am responsible for granting and denying the requests for records under the *Freedom of Information Act*. Please be aware that this response to your request is pursuant to my understanding of your FOIA request. If I have misunderstood your request, please let me know as soon as possible so I may provide the correct information.

Finally, if you believe that this response constitutes a denial of your request, you have the right to have this response reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file your Request for Review with the PAC by writing to:

Public Access Counselor  
Office of the Attorney General  
500 South 2nd Street  
Springfield, Illinois 62706  
Fax: 217-782-1396  
E-mail: [publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us)

You also have the right to seek judicial review of this response by filing a lawsuit in the State circuit court. 5 ILCS 140/11.

If you choose to file a Request for Review with the Public Access Counselor or State court, you will need to include a copy of this letter for the review.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Stephanie L. Stuart  
Vice President for Communications and External Affairs

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CC: FILE  
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