

Resolution # 10-1

WHEREAS, the Sangamon County Sheriff's Office administers a two hundred hour Basic Correctional Officer(BCO) Course as mutually agreed upon by the Police Training Institute (PTI); and

WHEREAS, Lincoln Land Community College has determined that coursework through the BCO is equivalent to different classes provided by their institution; and

WHEREAS, Lincoln Land Community College will award college credit for each approved course successfully completed through the BCO;

NOW, THEREFORE BE IT RESOLVED that Sangamon County approves a contract with Lincoln Land Community College to award college credit for coursework completed through the Basic Correctional Officer Courses administered by the Sangamon County Sheriff's Office.

*Neil Williamson by J. Campbell*  
Department Head//Elected Official

Jail Committee,

Finance Committee

\_\_\_\_\_, Chairman

\_\_\_\_\_, Member

~~*Go. Sangamon*~~ Member

\_\_\_\_\_, Member

*Jim E. Krell*, Member

\_\_\_\_\_, Member

*Roe Ruiz*, Member

\_\_\_\_\_, Member

*Mike Sheehan*, Member

\_\_\_\_\_, Member

~~*Linda Dowling*~~ Member

\_\_\_\_\_, Member

~~*William*~~ Member

\_\_\_\_\_, Member

*[Signature]* Member

\_\_\_\_\_, Member

\_\_\_\_\_, Member

\_\_\_\_\_, Member

County Board Chairman: \_\_\_\_\_

**RECEIVED**  
SEP 02 2014  
Paul Palazzolo  
SANGAMON COUNTY AUDITOR

**FILED**

SEP 02 2014

*Joe Aiello*  
Sangamon County Clerk

**CONTRACTUAL AGREEMENT  
BETWEEN**

**LINCOLN LAND COMMUNITY COLLEGE  
AND  
SANGAMON COUNTY CORRECTIONS  
SPRINGFIELD, ILLINOIS**

This agreement is effective July 1, 2014, and terminates, June 30, 2015.

**I. Cooperating Agencies:**

Lincoln Land Community College, (hereinafter called LLCC), District #526, Springfield, Illinois, and Sangamon County Corrections (hereinafter called SCC) enters into the following agreement:

This is a contract between SCC and LLCC in which SCC students enrolled in approved classes offered by SCC will receive college credit. SCC will provide classroom, laboratory instruction and learning experiences necessary for the SCC students to meet LLCC's curriculum requirements for the approved courses.

**II. LLCC Will:**

1. Conduct a formal evaluation of the proposed course(s) from SCC to determine acceptance for college credit and notify SCC of the results.
2. Furnish the administrative cooperation necessary to the approved program through the Business and Technology (SOSC) Department at LLCC.
3. Award credit to students for each approved course successfully completed.
4. Monitor any training session at SCC on any given day in order to maintain quality of instruction.
5. Provide application for employment forms that will be completed by each SCC instructor teaching 1.1 and 1.2 courses. SCC instructors must meet LLCC standards for employment.

**III. SCC Will:**

1. Adhere to the admission policies of LLCC.
2. Transmit registrations and rosters to LLCC in a timely manner. Registration forms should be submitted to LLCC no later than a week after the completion of the course. Forms should be sorted by date and class. The LLCC course prefix and title should be listed.
3. Provide LLCC with a current syllabus of each approved course as taught that includes a topical outline, student learning outcomes and method of evaluation.
4. Provide all the instruction, materials, supplies, equipment, support personnel and facilities to deliver the approved courses to students enrolled.
5. Have primary course instructors verify all registration and documents required by the LLCC and the Illinois Community College Board.
6. Provide the administrative personnel necessary to assure timely compliance with all registration and other procedural matters needed to provide accountability and documentation of program delivery.
7. Pay to LLCC a fee of \$1,000.00 prior to starting classes.

**IV. Approved Courses:**

<u>SCC Course Title</u>	is equivalent to	<u>LLCC Course Prefix and Number</u>	<u>LLCC Course Title</u>	<u>Credit Hours</u>	<u>Number of Times Repeatable</u>
Basic Correctional Officer Course Material	is equivalent to	SLP 100	Security Officer Training: Classroom	2	0
	is equivalent to	SLP 101	Security Officer Training: Firearms	2	0
	is equivalent to	SLP 102	Introduction to Security	3	0

	is equivalent to	SLP 208	Applied Security Operations	3	0
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Any course(s) SCC wishes to add within the term of this contract must be approved by the SOSC Department thirty (30) days prior to its offering. Course(s) will be assigned to CAS 299 if they do not match a course currently listed in the LLCC catalog and may only be offered once within the term of the agreement. They will be reviewed in the normal review of the agreement to be developed as a standing class if demand is sufficient.

**V. Review of Agreement:**

This agreement will be reviewed annually for modifications to be initiated on July 1 of the next year. The review process shall begin no later than three (3) months prior to the implementation of the new contract.

**VI. Approval of the Agreement:**

On or before the last day of June of each year, Lincoln Land Community College will approve or disapprove continuation of this agreement.

**VII. Termination of the Agreement:**

This agreement may be terminated by either party with a sixty (60) day written notice. All students admitted into the course(s) prior to the date of termination of the agreement and those currently attending classes will be allowed to complete the classes.

**Lincoln Land Community College**

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Dr. Charlotte Warren  
President

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Date

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Dr. Eileen Tepatti  
Vice President, Academic Services

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Date

**Sangamon County Corrections**

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William Strayer  
Assistant Superintendent

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Date