

**FOIA REQUEST SUMMARY November, 2016**

DATE	REQUESTOR	NATURE OF REQUEST	DATE RESPONSE COMPLETED	TIME TO COMPLETE REQUEST
<p><b>10/31/16 Due 11/7/16 requested extension to 11/14/16</b></p>	<p>Matt Hoffman</p>	<p>This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140. Please provide copies of the following records: A list, in Microsoft Excel, of all employees of McHenry County College with the following column headers, 1. A non-social security number unique identifier such as employee or payroll ID # 2. Employee last name, first name 3. Employment status (full time, part time) 4. Standard hours worked per week 5. Hourly rate 6. Annual salary (if applicable) 7. Job title 8. Job title code (if applicable) 9. Work location name (if applicable) 10. Work address (if applicable) 11. Work phone (if applicable) 12. Work email (if applicable) 13. Status of position (permanent, temporary, civil service, non-civil service, if applicable) 14. Union designation (if Non-union, please indicate, otherwise indicate which bargaining unit and labor union this position falls under) 15. Standard union dues deducted per pay period 16. Pay periods per year</p>	<p>11/11/16</p>	<p>1.25 HOURS</p>
<p><b>11/15/16 DUE 11/22/16</b></p>	<p>Deborah Kelley</p>	<p>Pursuant to the state open records law 5 Ill. Comp. Stat. 140/1 to 140/11.5, on behalf of LexisNexis Risk Solutions, I write to request access to and a copy of all current Directory Information for the fall 2016 semester as permitted for disclosure under Family Educational Rights and Privacy Act Regulations (FERPA). If your agency does not maintain these public records, please let me know who does and include the proper custodian's name, address, telephone number and email. On behalf of LexisNexis Risk Solutions, I agree to pay any reasonable charges associated with the electronic media (CD-ROM or DVD) and postage fees of not more than \$75.00. If the cost would be greater than this amount, please notify me in writing. Please provide a receipt indicating the charges for each document. As provided by the open records law, I will expect your response within five (5) working days. See 5 Ill. Comp. Stat. 140/3(c). If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material. Thank you for your assistance. Sincerely, Deborah Kelley</p>	<p>11/18/16</p>	<p>.37 HOURS</p>
<p><b>11/17/16 DUE 11/24/16</b></p>	<p>Michael Fellner</p>	<p>To Whom It May Concern, Pursuant to the State public records law, I write to request all available student directory information (undergraduate and graduate students), including, but not limited to the following information:  <ul style="list-style-type: none"> <li>• Prefix/Title</li> <li>• First Name</li> <li>• Middle Name/Middle Initial</li> <li>• Last Name</li> <li>• Classification</li> <li>• Major</li> <li>• Academic College</li> <li>• University/Public Email Address</li> <li>• Secondary Email Address</li> <li>• Permanent Address (street name, city, state, zip in different fields)</li> <li>• Local Address</li> <li>• Parent(s) Name(s) (include title, first name, last name, etc in different fields if possible)</li> <li>• Phone Number(s)</li> <li>• Permanent Phone</li> <li>• Local Phone</li> <li>• Date of enrollment</li> <li>• Gender/Sex</li> <li>• Ethnicity/Race</li> </ul> </p>	<p>11/18/16</p>	<p>1.37 HOURS</p>

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<p><b>11/23/16</b> <b>Due 12/1/16</b></p>	<p>Gabriella Lauricella</p>	<p>SmartProcure is submitting a commercial FOIA request to the Mchenry County College for any and all purchasing records from 2016-08-22 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.</p> <p>The specific information requested from your record keeping system is:</p> <ol style="list-style-type: none"> <li>1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number</li> <li>2. Purchase date</li> <li>3. Line item details (Detailed description of the purchase)</li> <li>4. Line item quantity</li> <li>5. Line item price</li> <li>6. Vendor ID number, name, address, contact person and their email address</li> <li>7. What is the beginning of your fiscal year?</li> </ol>	<p>11/28/16</p>	<p><i>.5 HOURS</i></p>
<p><b>11/25/16</b> <b>Due 12/2/16</b> <b>EXTENDED TO</b> <b>12/9/16</b></p>	<p>Jim Greve</p>	<p>Under the provisions of the Illinois Freedom of Information Act, Illinois revised statutes CH 116, PAR 201, I am requesting to view any and all communication/correspondence between MCC and their snow removal service provider, including but not limited to, notes, letters, emails, text messages from September 1, 2015 to date.</p>	<p>12/9/16</p>	<p><i>3.73 HOURS</i></p>