



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

**815 North Orlando Smith Road
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Tuesday, April 17, 2012
Board Room
6:30 p.m.**

NOTE: If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

IVCC teaches those who seek and is enriched by those who learn.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Tenure Recommendations
Non-tenured Faculty Contracts
Reduction in Force
Tuition and Fee Review
Five-year Financial Forecast

March

Strategic Plan Update
President's Evaluation
Student Demographic Profile

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
Bid Approval for Spring and Summer/Fall
Schedules
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
IT Strategic Plan
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance (every 3 years)

September

Protection, Health, and Safety Projects
Cash Farm Lease
Program Review Report
Performance Results – KPIs
Annual Employee Demographics Report
Approval of College Calendar (even years)

October

Authorize Preparation of Levy
Audit Report
Key Performance Indicators
ICCTA Award Nominations

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Recognition
 - 6.1 Coca Cola Silver Scholar, Erin Salz
 - 6.2 Student Trustee, Brad Cockrel
7. Campus Update – Support Staff Service Project, Sandy Beard
8. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 8.1 Approval of Minutes – March 20, 2012 Board Meeting; April 3, 2012 Facilities Committee Meeting; and April 3, 2012 Audit/Finance Committee Meeting (Pages 1-12)
 - 8.2 Approval of Bills - \$1,618,952.77
 - 8.2.1 Education Fund - \$965,507.21
 - 8.2.2 Operations & Maintenance Fund - \$89,562.84
 - 8.2.3 Operations & Maintenance (Restricted Fund) - \$198,775.97
 - 8.2.4 Auxiliary Fund - \$40,493.79
 - 8.2.5 Restricted Fund - \$308,928.30
 - 8.2.6 Liability, Protection & Settlement Fund - \$15,684.66
 - 8.3 Treasurer's Report (Pages 13-31)
 - 8.3.1 Financial Highlights (Pages 14-15)
 - 8.3.2 Balance Sheet (Pages 16-17)
 - 8.3.3 Summary of FY12 Budget by Fund (Page 18)
 - 8.3.4 Budget to Actual Comparison (Pages 19-26)
 - 8.3.5 Budget to Actual by Budget Officers (Page 27)
 - 8.3.6 Statement of Cash Flows (Page 28)
 - 8.3.7 Investment Status Report (Pages 29-30)
 - 8.3.8 Check Register - \$5,000 or more (Page 31)

- 8.4 Personnel - Stipends for Pay Periods Ending March 10, 2012 and March 24, 2012 (Pages 32-35)
- 8.5 Bid Results – Exmark Lazer X Mower (Page 36)
9. President’s Report
10. Committee Reports
11. Staff Resignation – Dr. Richard R. Pearce, Vice President for Learning and Student Development (Pages 37-38)
12. Faculty Retirement – Daniel J. O’Connor, Automotive Technology Instructor (Pages 39-40)
13. Faculty Retirement – Douglas L. Stockley, Computer Instructor (Pages 41-42)
14. Sabbatical Leave Request – Steve Alvin (Pages 43-50)
15. Proposal Results – Audit Services (Page 51)
16. Proposal Results – Bank Depository and Services for Operating Funds (Page 52)
17. Exelon Property Tax Appeal Resolution (Pages 53-56)
18. West Ravine Erosion Control Proposal (Pages 57-59)
19. Tennis Program – Recommendation to Eliminate (Page 60)
20. Athletic Tuition Waivers (Pages 61-62)
21. Items for Information (Pages 63-66)
 - 21.1 Staff Retirement – James E. Barnes, Part-time Library Technician (Page 63)
 - 21.2 Change Order #1 – Aluminum Feeder Wire Branch Panel (Pages 64-66)
22. Trustee Comment
23. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes.
24. Other
25. Possible Reduction of Duties Assigned to Athletic Director
26. Possible Reduction from Full- to Part-time Status of Tommy Canale
27. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

March 20, 2012

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, March 20, 2012 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Michael C. Driscoll
Larry D. Huffman
David O. Mallery
James A. Narczewski
Brad Cockrel, Student Trustee

Members Absent: Melissa M. Olivero, Vice Chair
Leslie-Anne Englehaupt, Secretary

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Rick Pearce, Vice President for Learning and Student Development
Lori Scroggs, Vice President for Planning and Institutional Effectiveness
Walt Zukowski, Attorney

APPROVAL OF AGENDA

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the agenda as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

CAMPUS UPDATE – STRATEGIC PLANNING PROCESS

Dr. Lori Scroggs, Vice President for Planning and Institutional Effectiveness, presented an update on IVCC's strategic planning. IVCC is part of the Higher Learning Commission, an accrediting institution, and the Academic Quality Improvement Program (AQIP), IVCC's pathway to accreditation. The College looks at accreditation through the lens of continuous improvement by forming teams as its vehicles on how to improve its processes and systems on how things are done. The College believes it needs to improve its processes to become a better institution. It receives feedback from students, employees, stakeholders, board members, donors, and community members. Customer service is the focus – what do they need and what are they looking for. The College also uses data to make its decisions. It quantifies what its stakeholders

identify in surveys and other feedback mechanisms and over time recognizes trends. The Higher Learning Commission looks at continuous improvement, but it also looks at the culture of the institution, a culture of continuous improvement so that IVCC will always look to get better and better. There are a number of sequences of events that IVCC participates in to look at its culture, strategies, and performance. These include action projects, the systems portfolio and appraisal report, as well as strategy forums all must align with its planning processes and other corresponding processes. The AQIP model is based, in part, on criteria developed through the Baldrige Performance Excellence Program, a national public-private partnership whose mission is "to improve the competitiveness and performance of U.S. organizations for the benefit of all U.S. residents." Baldrige Executive Director, Harry Hertz describes the roles of both strategy and organizational culture as critical, illustrated through the physics formula, $f = m \times a$, where *mass* represents the organization's strategy, and *acceleration* represents the organizational culture - both necessary to be a *force* in the marketplace. Components of the strategic planning process includes the board's goals, president's goals, facilities master plan, ITS strategic plan, AQIP strategic issues, division/department goals, and individual goals. Other key processes that drive the activities of the college are the Budget, Environmental Scanning, and Assessment Processes. One of the AQIP strategic issues identified in the Systems Appraisal Report noted that IVCC's assessment process does not appear to be fully aligned with the strategic planning and budgeting processes. This will be addressed at the upcoming Strategy Forum and as the Key Performance Indicators are reviewed. A Strategic Plan Flowchart was presented. An area for improvement is the full incorporation of division and departmental goals and a more systematic engagement of students and external stakeholders. A team of eight from across the College will be attending a mandatory AQIP Strategy Forum in April and will address strategy, alignment, culture, and student learning and persistence. Dr. Driscoll feels a summary of what the leadership believes is the direction of the College would be helpful. It was suggested to have a board retreat to discuss these issues. Dr. Huffman noted that it was suggested colleges have a scoreboard so that everyone knows what is happening. Dr. Scroggs pointed out the College is going in that direction. On the College's website on the Institutional Research page, the key performance indicators are listed with the targets and the targets are color coded as to the progress being made. The Employee Development Program has been improved and links the employee goals to the College's strategic goals.

CONSENT AGENDA

It was moved by Dr. Huffman and seconded by Mr. Cockrel to approve the consent agenda as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes –February 21, 2012 Board Meeting.

Approval of the Bills - \$2,504,379.57

Education Fund - \$901,666.55; Operations and Maintenance Fund - \$66,456.56; Operations and Maintenance (Restricted Fund) \$104,371.78; Bond & Interest Fund - \$1,265,400.00; Auxiliary Fund - \$84,154.39; Restricted Fund - \$39,540.52; and Liability, Protection and Settlement Fund - \$42,789.77.

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending February 11, 2012 and February 25, 2012.

Purchase Request – Instructional Supplies for Dental Assisting Program, Certified Nursing Assistant Program, and Nursing Programs

Approved to purchase instructional supplies for the Dental Assisting Program, Certified Nursing Assistant Program, and Nursing Programs, in the estimated amount of \$44,167.

PRESIDENT'S REPORT

For the 18th consecutive year, IVCC has been awarded the certificate of excellence in financial reporting by the Government Finance Officers Association. The latest award was based on the college's submittal of its comprehensive annual financial report for the fiscal year that ended on June 30, 2011. Dr. Corcoran congratulated everyone across the college who contributed to this report, especially Cheryl Roelfsema and Pat Berry for their leadership in the Business Office. As noted in the monthly financial report, the temporary fence near Building C has been relocated and the temporary entrance opened today; drilling for the geothermal wells will begin April 3 (the number of bores has been reduced from 304 to 192 and the depth has changed from 320 feet to 500 feet - per the College's architect, this will make the system even more efficient than originally planned); Building F is now closed and demolition has begun. Work on the foundations for the new building will begin March 26. Dr. Corcoran thanked Gary Johnson and Cheryl Roelfsema for doing an outstanding job of working closely with the CDB, George Sollitt Construction Company, Paul Basalay, and everyone else associated with this major construction project. The College's women's basketball team ended the season recently with a loss to Kishwaukee College. Their record was 24-8 so Coaches Cinotte and Shanyfelt and the team were commended for having another outstanding season, both on the court and in the classroom. Congratulations went to Tommy Canale and assistant coach Chris Herman for coaching the men's team to a respectable 17-15 record. It was noted that both teams were made up of approximately 75 percent in-district athletes and Dr. Corcoran stressed the fact that IVCC can recruit locally, win a lot of games, and have great local support from the IVCC community. Dean Marianne Dzik submitted quite a few highlights from her English, Math and Education division to share with everyone:

- On February 24, IVCC hosted its 27th annual High School Writing Competition, which was coordinated by Randy Rambo. Winners of the competition will be awarded IVCC Foundation scholarships.
- On February 25, the college hosted the Illinois Council of Teachers of Mathematics Region 7 High School Math Contest. Two hundred students from eight high schools participated. Cindy Schultz coordinated the event.
- TEACH (student club for future educators) hosted a Dr. Seuss Birthday Bash on March 2. Over 75 children and parents attended the party where games were played and books were read.
- Tara Ptasnik was invited to EIU along with 2 other community college English instructors to talk to English graduate students about teaching writing in a community college.

- Robert Wayne Bower, a former IVCC student and Math Learning Center tutor, visited IVCC's Math Learning Center and Cheryl Hobneck on March 9. Robert is an adjunct faculty member at Ivy Tech Community College in Indiana and the purpose of his visit was to get some ideas for starting a lab at Ivy Tech.
- Cheryl Hobneck also recently hosted a group of administrators and educators from Sauk Valley. Sauk officials are also exploring the possibility of starting a math lab and they wanted to use IVCC as a model.
- Dawn Wiggins' student math group, Indefinite Limit, celebrated Pi Day and Einstein's Birthday on March 14.
- The Early Childhood Education Program sponsored the ECE Experience on March 16 for approximately 115 area high school students from Streator, Princeton, Seneca, and the Area Career Center.

On March 15, the Illinois Valley Fine Arts Co-Op received a public and Community Service Award from the Illinois Alliance for Arts Education. Since 1998, the Co-Op has provided opportunities for K-12 students to experience a wide range of fine arts performances. Marlene Merkel, Kim Herout, Sue Gillio, and Dr. Jeff Anderson accepted the award at a ceremony at the Executive Mansion in Springfield. On February 24, Amanda Cook Fesperman coordinated the Martin Luther King Jr. writing contest on campus and the following students were recognized for their winning essays: first place winner Sophia de Jesus-Sullivan of Utica wrote "What Influences Me"; second place winner Perpetua Kah of Peru wrote "Speech With Action"; tying for third place were Fielding Lockas of Ottawa who wrote "Scapegoating" and Ginny McConnaughay of Ottawa who wrote "James Baldwin." Bev Malooley, Jamie Gahm and Jennifer Scheri have been offering a series of Midwest Manufacturers Roundtable discussions around the district which have been informative and very well attended. The next one is scheduled for April 18 at the Utica Township Community Center and the topic will be Lean Manufacturing. This week, Dr. Jeff Anderson had an essay published in *The Chronicle of Higher Education* entitled "Why community-college students need great books." Erin Salz has been selected as a 2012 Coca Cola Silver Scholar based on scores earned in the All-USA Community College Academic team competition for which more than 1,700 applications were received this year. The program is sponsored by the Coco-Cola Scholar's Foundation and the PTK Honor Society. Erin will receive a check for \$1,250 and be recognized in the April 23 issue of *USA Today*. Dr. Corcoran congratulated Erin Salz and also extended his thanks to LeeAnn Johnson and Eric Schroeder for the fine job they do of supporting IVCC's PTK honor students.

COMMITTEE REPORTS

Dr. Driscoll and Mr. Thompson reviewed the Request For Proposal for the Wind Turbine Project Consultant with Cheryl Roelfsema, Sue Isermann, and Reed Wilson. There was not enough information to move forward and questions were sent off to be answered. Mr. Thompson noted the wind turbine is an interesting addition to have as part of the facilities and a plus for the wind turbine program, but there are limits to what the College can do. Mr. Mallery was concerned that Ameresco helped with the RFP and then no one but Ameresco submitted a proposal. Until all the information is available and questions answered, the committee is not ready to bring the proposal to the Board.

Mr. Mallery attended the ICCTA Board of Representatives Meeting in Schaumburg on March 9 and 10. He noted Illinois Central College is willing to host a diversity conference on its campus in October. To encourage students, faculty, and staff to get more involved, they may hold the conference on Friday and Saturday. Under legislative updates, two rose to the top – the State University Retirement System (SURS) and insurance. Governor Quinn has talked about shifting the state's obligation for paying teacher pensions onto local school districts. ICCTA has asked legislators that any such transfer of pension obligations would need to be phased in over a period of years to reduce the burden on the taxpayers. K-12's only source would be the taxpayers. IVCC's sources would be tuition and taxpayers. Mr. Mallery suggested contacting legislators and letting them know the huge impact this would have on the College and encourage the Governor to rethink this. Mr. Mallery also noted that SB3635 and HB5248 deal with requiring the award of a contract to the lowest responsible bidder does not prevent a community college from complying with the terms and conditions of a grant, gift, or bequest that calls for the procurement of a particular good or service or the use of a particular contractor, provided that the grant, gift, or bequest provides all funding for the contract.

DISCONTINUATION OF EARLY CHILDHOOD EDUCATION CENTER

It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the discontinuation of the Early Childhood Education Center at the end of the spring 2012 semester and terminate the employment of Director/Teacher Ms. Virginia Pokryfke and temporary part-time teacher Ms. Carly DeWig, effective May 18, 2012. Mr. Narczewski was not present at the February meeting when the discontinuation of the Early Childhood Education Center was discussed. Dr. Huffman summarized the discussion. Mr. Narczewski felt very strongly about the Center and noted it is convenient for students with children to attend IVCC. The motion passed with one "nay" vote from Mr. Narczewski.

NAMING RIGHTS FOR THE STUDENT DEVELOPMENT COMMONS

It was moved by Dr. Huffman and seconded by Mr. Thompson to accept the gift of \$100,000 to the Illinois Valley Community College Foundation from William and Dian Taylor for naming the Student Development Commons the William and Dian Taylor Student Development Commons. The donation will be used for technological enhancement within the Commons. Motion passed by voice vote.

PHS PROJECT – CEILING/LIGHTING REPLACEMENT BUDGET CHANGE

It was moved by Mr. Mallery and seconded by Dr. Huffman to submit a revised budget to the Illinois Community College Board, which would include \$30,875 for asbestos removal to the ICCB for the Ceiling/Lighting Replacement Project. Mr. Mallery questioned if the fixtures were the same as the other lighting replacement projects so all of them are aligned. Mr. Gary Johnson replied yes, but the lamps might be improved. Mr. Mallery then questioned if the retrofits for lighting have been effective. Ms. Roelfsema noted the actual lighting per square foot has trended downward. The question was asked if there was a list of projects where asbestos needed to be removed. The administration knows there is asbestos in the building and when a project arises, it is taken care of. Much of the asbestos was removed in Buildings A, B, and C. Buildings D and E were not renovated because they were built after Buildings A, B, and C. There is an on-going discovery of asbestos because the asbestos code has risen to a higher level. It was suggested to

prepare a proactive list of where asbestos is located and this would prevent change orders on new projects. Motion passed by voice vote.

2012 ICCTA OUTSTANDING FACULTY AWARD NOMINATION

It was moved by Dr. Huffman and seconded by Mr. Mallery to nominate Lori Cinotte, English and Journalism instructor and the 2012 recipient of IVCC's Stephen Charry Memorial Award for Teaching Excellence, for the Illinois Community College Trustees Association's Outstanding Faculty Award. Motion passed by voice vote.

2012 ICCTA OUTSTANDING PART-TIME FACULTY AWARD NOMINATION

It was moved by Dr. Huffman and seconded by Dr. Driscoll to nominate Tammy Ebner-Landgraf, Early Childhood Education Instructor, for the Illinois Community College Trustees Association's Outstanding Part-Time Faculty Member Award. Motion passed by voice vote.

CLOSED SESSION

It was moved by Dr. Huffman and seconded by Dr. Driscoll to convene a closed session at 7:29 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes. Motion passed by voice vote.

The Board entered closed session at 7:35 p.m. On a motion by Dr. Huffman and seconded by Dr. Driscoll, the regular meeting resumed at 9:42 p.m. Motion passed by voice vote.

APPOINTMENT OF SECRETARY PRO-TEM

In the absence of Leslie Englehaupt, it was moved by Mr. Narczewski and seconded by Dr. Driscoll to appoint Dr. Huffman as secretary pro-tem. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Mr. Mallery and seconded by Dr. Huffman to approve and retain the minutes of the February 21, 2012 closed session meeting. Motion passed by voice vote.

OTHER

Mr. Thompson received a letter from ICCTA providing an opportunity for IVCC to honor its outstanding and retired board members a lifetime membership for their service and contributions to the community college movement for a fee of \$1500 each. It was the consensus of the Board to decline the offer.

ADJOURNMENT

It was moved by Mr. Cockrel, seconded by Dr. Huffman, and carried unanimously to adjourn the meeting at 9:46 p.m. Motion passed by voice vote.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Facilities Committee Meeting
April 3, 2012

The Facilities Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5 p.m. on Tuesday, April 3, 2012 in the Board Room (C307) at Illinois Valley Community College.

Committee Members David O. Mallery, Chair
Physically Present: Leslie-Anne Englehaupt
Dennis N. Thompson (entered the meeting at 5:15 p.m.)

Other Board Members Larry D. Huffman
Physically Present:

Others Physically Present: Jerry Corcoran, President
Rick Pearce, Vice President for Learning and Student Development
Cheryl Roelfsema, Vice President for Business Services and Finance
Gary Johnson, Director of Facilities
Paul Basalay, Architect

The meeting was called to order at 5 p.m. by Mr. Mallery.

CDB PROJECT #810-046-016 – COMMUNITY INSTRUCTIONAL CENTER – PHASE 2

The bid documents for Phase 2 of the Community Instructional Center Project are due to be released on April 12, 2012 with bid openings on May 10, 2012 for assigned contractors and May 17, 2012 for a general contractor. This phase of the project includes the demolition of the east campus buildings and reconstruction of parts of Buildings 5 and 10 along with a maintenance facility. Included in the bid documents are four alternate bids. There were concerns that additional space was needed for the maintenance building and the Capital Development Board is acceptable to adding it to the scope, but the money spent on the addition and the other three alternates will reduce the money available for Phase 3. The bid documents will list the alternates and the Board will approve what will be awarded. The administration recommended the following alternates in order of preference: 1) Construction of the Maintenance Building; 2) Addition to Maintenance Building; 3) Replace/pave service drive to Maintenance Building; and 4) Entry towers for additions to Welding/Auto Shop. There was consensus by the Facilities Committee to include the four alternates in the above order in the bid documents.

FY14 RAMP CAPITAL REQUEST – ADDITIONS AND RENOVATIONS TO BUILDINGS C AND G

The Community College Capital Resource Allocation Management Program (RAMP) is the official request of each college for state funding for capital improvements. The RAMP request for the Additions and Renovations to Buildings C and G was initially submitted to the Illinois Community College Board (ICCB) on June 28, 2010 and will be resubmitted for FY2014,

pending Board approval. The FY2013 total cost of the project was \$8,208,000, with the cost share of \$6,156,000 in State funds and \$2,052,000 in local funding. The inflation rate for FY2014 has not yet been released by the ICCB. There was consensus to recommend the submission of the RAMP request to the Board for approval.

BRICK WALKWAY

As part of the Community Technology Center Capital Campaign, a brick walkway was proposed as an option for donor recognition. There would be approximately 1,000 bricks available for donor names. There would be a concrete subsurface to help minimize heaving along with proper drainage. The foundation will collect the money as part of the capital campaign and the money would be used to offset any additional costs of the walkway. The minimum donation for a brick would be \$100. Mr. Mallery noted that this gives other stakeholders in the community, who are less fortunate to make a large donation for naming rights of offices and wings, an opportunity to participate in the capital campaign. There was consensus by the committee to move forward with this brick walkway project.

UNIVERSITY OF ILLINOIS EXTENSION SITE

The University of Illinois Extension programs are aimed at making life better, healthier, safer and more profitable for individuals and their communities. In recent years the Extension Service has been reorganized and a Bureau, LaSalle, Marshall and Putnam County Extension district was formed. Ms. Jill Guynn, the local Extension director, contacted IVCC seeking to lease space for its operation to reach new audiences and to partner with IVCC in educational projects. On the IVCC campus, there will be three educators (family life, development, and community and economic development) along with Ms. Guynn and a secretary. The space will include four offices and a meeting room. The Extension will maintain their other offices in Henry, Ottawa, and Princeton. The financial aid area (which will move to the new building) would be the most suitable space for the needs of the Extension. Initial discussions regarding rent were positive. The University of Illinois Extension serves approximately 60,000 constituents each year. There was consensus among the Facilities Committee to move forward with the utilization plan.

WEST RAVINE EROSION CONTROL

The Board has had recent discussions on how to proceed with the dam on the west ravine. Chamlin and Associates provided a proposal of \$22,900 for civil engineering services to investigate and analyze the integrity of the dam. In order to move forward with the dam project and do it right, the borings and the geotechnical report must be completed. There was consensus among the Facilities Committee to proceed with Chamlin and Associates' proposal as presented.

OTHER

Mr. Gary Johnson has been working with the Soil Conservation District to help with the waterways and terraces on the College's farm land. Part of the work has a 90 percent reimbursement under one program and the remaining work has a 60 percent reimbursement. The cost to the College would be a little over \$5,000. The waterways have spread out and are too wide and the terraces need to be restructured to drain correctly. Mr. Mallery asked about planting trees. The College had enrolled in this program, but was unable to plant because of the

flood system. The ground is ready and Mr. Johnson is investigating to see if the College can obtain trees from the State. There was consensus among the Facilities Committee to proceed with the waterways and terraces as soon as possible so as not to interfere with the farm tenant.

ADJOURNMENT

It was moved by Ms. Englehaupt, seconded by Mr. Thompson, and carried unanimously to adjourn the meeting at 5:33 p.m. Motion passed by voice vote.

David O. Mallery, Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
April 3, 2012

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6 p.m. on Tuesday, April 3, 2012 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Larry D. Huffman, Chair
Physically Present: Michael C. Driscoll
Melissa M. Olivero

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services
and Finance
Rick Pearce, Vice President for Learning and Student
Development
Patrick Berry, Controller

The meeting was called to order at 6 p.m. by Dr. Huffman.

REQUEST FOR PROPOSAL – AUDIT SERVICES

A summary of the proposals received for audit services was provided to the committee members prior to the meeting. McGladrey & Pullen, LLP submitted the lowest cost proposal. The firm is the sixth largest accounting and consulting firm in the United States and conducts the second highest number of Federal Single Audits. In 2011, McGladrey & Pullen, LLP also performed audits for five (5) other Illinois community colleges: Illinois Central, Kaskaskia, Sauk Valley, Joliet, and Heartland. The reference check on McGladrey & Pullen was positive. There was consensus to support the recommendation of McGladrey & Pullen, LLP by the Audit/Finance Committee members.

REQUEST FOR PROPOSAL – BANK DEPOSITORY AND SERVICES FOR OPERATING FUNDS

A summary of the proposals received for banking services was provided to the committee members prior to the meeting. Centru Bank of Princeton offered the best interest rate and the lowest fees. They have locations in Peru and Ottawa. There was consensus to support the recommendation of Centru Bank by the Audit/Finance Committee members.

BUDGET UPDATE

Cheryl Roelfsema had disappointing news for the current fiscal year on the revenue side. Property taxes will be \$100,000 under budget. LaSalle County had 25 property tax appeals resulting in a decrease in equalized assessed valuation of \$27 million. This includes the reduction in the Exelon plant of \$21 million. This results in a \$67,500 decrease in the operating funds. Property tax revenues are spread over two fiscal years - \$37,500 less in operating funds

for FY12, with the full reduction in FY13. Corporate Personal Property Replacement Tax (CPPRT) will be under budget by \$400,000. The budget amount was based on FY11 receipts. It was discovered the FY11 receipts were inflated due to one-time events. The College is now aware of a report published by the State that will help with projecting the CPPRT revenues going forward. Tuition and fees will be \$600,000 below budget. Credit hours are 6.5 percent less than FY11 and 4.5 percent below budget. Truck driver training and mini-course tuition will be \$200,000 below budget. Public service revenues will be \$200,000 below budget due to decreases in truck driver training with Sauk Valley and Waubesa, continuing education, and the IBEW contract for instruction. This information was communicated across the campus. Open meetings were well attended and resulted in great dialogue among the staff and administration. In trying to avoid a deficit for the year, the following actions have been taken: 1) implemented a hiring freeze; 2) focus on increasing course utilization. Increasing the average student count per section from 17.7 to 18.7 would save approximately \$200,000; 3) necessity-only expenditures; and 4) effectively stopped non-extension site travel; effectively stopped capital spending. On the expenditure side, legal fees will be at least \$130,000 over budget. The additional legal fees are being spent to protect future revenues of the College. It will be difficult to eliminate the deficit, but the College continues to monitor purchases and is doing everything to cut costs. Credit hours are projected by past history and institutional research. Other factors that may affect enrollments include availability of financial aid and the economy. The number of students has not decreased as much as the number of credit hours. This may be due to students receiving the Pell Grant receive the maximum amount at 12 credit hours. A number of students could take 15 or 18 hours, but at 12 hours they could get the full grant and use the remaining amount for gas and rent. It was suggested to consider giving a reduced tuition rate if the student takes additional hours beyond 12. Dr. Corcoran will explore if this is a best practice at any other community colleges. Currently, there is a \$1.4 million shortfall for FY12. Pat Berry presented an update on the FY2013 budget. Revenues for FY13 are projected to be \$1.1 million less than the FY12 budget but \$300,000 more than the FY12 actual projections. The College is budgeting a five percent decrease in credit hours which equates to \$400,000 less in revenue. The \$8.25 tuition increase will add \$700,000 in revenue. Given the revenue decline, the College must look at all positions and programs against the core mission. Contract services, materials, and travel will be cut. Other areas to be discussed for reduction include: 1) Personnel costs account for 77 percent of the operating fund expenditures. Some of the reductions must come from full- and part-time staff; 2) Institutional waivers totaled \$235,000 in FY12. These include athletics, art, journalism, music, theater, Student Government, Honors program, etc; 3) E²College waivers totaled \$215,000 in FY12. This represents a 50 percent reduction in tuition in high school students; and 4) bad debt write-offs accounted for \$77,000 in FY11. More aggressive collection efforts will be considered. Dr. Corcoran reported there has been a change in the money-purchase pension formula and the College is seeing a wave of retirements across the community college system. Three outstanding IVCC faculty at the higher end of the salary schedule have submitted their retirement notices and plan to come back to teach part-time which would help the financial situation. Mission-critical services must be looked at and this means some positions could be reduced. Dr. Corcoran commended the work of the budget council and administration working together to prepare a balanced budget. If the College needs to reduce some of its services, the administration needs to prepare for it. It was noted by Dr. Driscoll that the administration must keep in mind during these discussions that the students and quality instruction need to come first. It was suggested the administration needs to look at the number of tuition waivers. Another

update for the audit/finance committee could be presented in early June before the tentative budget is presented in July and the final adoption in August.

TUITION WAIVERS

Dr. Pearce distributed information on the number and the cost of institutional waivers over the past five academic years. For all the waivers, one full-time waiver is 32 credit hours except for the honors full waiver, which is six credit hours. Tracy Morris and Dr. Pearce met with Tommy Canale to discuss options of modifying the way the waivers are distributed and the number of credit hours allowed. The National Junior College Athletic Association mandates the maximum number of students receiving tuition waivers per sport. The athletic department can grant a full waiver or half waiver – 16 hours per semester or 8 hours per semester. Dr. Pearce proposed establishing the number of credit hours, instead of the number of waivers, per sport that the coaches could use in recruiting. This would still be within the NJCAA limit but would provide more freedom in recruiting. He proposed to decrease the number of waivers from 74 to 50 which would result in a \$50,000 savings. The athletic department would still have ample resources to recruit. He also proposed to maintain the academic waivers as is and the honors program with 14 waivers at six credit hours each. They also discussed the elimination of a couple sports. The whole athletic program is subsidized. The tennis program has no facilities and is not competitive. He would recommend eliminating both men's and women's tennis. The College would still honor waivers already given to tennis students. Dr. Driscoll would like financial information (the cost per student, per sport) to help with his decision. Patrick Berry and Tracy Morris looked at each sport as to what each cost, but some are very active in fundraising. Tommy Canale and Tracy Morris have been involved in the decision to eliminate the tennis programs. Dr. Huffman noted that when it comes time to cut the budget, the administration may have to look further at the athletic program. The Board must place education first. Dr. Pearce noted there is an Arrowhead Conference meeting on April 26 and if the Board plans to eliminate a sport, IVCC should give them notice at that meeting. As far as the coaches, they need to know before the waivers are given. Eliminating tennis represents a substantial savings in a way that will not create havoc in the athletic department. The Board could take action at the April board meeting. The audit finance committee had consensus in principal and the administration will proceed. Although Dr. Huffman is not big on student referenda, if further drastic steps were needed in athletics, he could see asking the students if they would pay a higher fee for playing athletics or asking all students if they are willing to pay more to sustain the program.

ADJOURNMENT

The meeting adjourned at 6:48 p.m.

Larry D. Huffman
Audit/Finance Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MARCH 2012

Cheryl Roelfsema, CPA
Vice President for Business Services and Finance/Treasurer

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – March 2012

Revenues

- As of March 29, the headcount for spring semester 2012 was 4,685, which was 265 students less than at that same point in time last year, excluding Sheridan Correctional Center. Credit hours for spring 2012 were 1,938 less, or a 5.04 percent decline, for a total of 36,515. Registration for summer semester began on April 3. Below is a comparison of FY2011 credit hours (as reported to the ICCB) excluding Sheridan Correctional Center and estimated FY2012 credit hours at midterm:

| Semester | FY2011 | FY2012 | Difference | % Inc (Dec) |
|--------------|---------------|---------------|----------------|---------------|
| Summer | 10,121 | 8,872 | (1,249) | (12.34) |
| Fall | 42,289 | 40,413 | (1,876) | (4.64) |
| Spring | 38,921 | 37,187 | (1,734) | (4.66) |
| Total | 91,331 | 86,472 | (4,859) | (5.32) |

- In LaSalle County there were over 25 property tax appeals for a reduction of more than \$100,000 in EAV (equalized assessed valuation) per parcel for 2011. Many of these appeals prevailed and the district's EAV was reduced by \$27 million. Exelon's LaSalle Nuclear Plant EAV was reduced by \$21 million.
- The State is paying base operating grants and equalization grants from the Educational Assistance Fund giving the state the funds to pay base operating grants and equalization grants through December. Adult Education is paid from GRF (General Revenue Fund) and is also paid through December.

Expenditures

Some of the more significant variances in expenditures for the nine-month period ending March 30, 2012 include the following:

- Fund 01 – Education – Academic Support – Contractual Services – includes software renewals for Blackboard (\$65,268), Basic Computer Skills Assessment (\$22,050) and other programs;
- Fund 01 – Education – Institutional Support – Contractual Services – includes annual software maintenance renewal with Datatel for \$183,461, IBM hardware support for \$16,856, other software renewals for \$25,637, and legal fees of \$140,360;
- Fund 06 – Restricted Purposes Fund – Public Service – Salaries and Employee Benefits – personnel costs for Small Business Development and Dislocated

Workers Center are running over budget but both programs are reimbursed with grant funds;

- Fund 06 – Restricted Purposes Fund – Public Service – Contractual Services – includes tuition and fees and childcare paid for Dislocated Workers Center clients and will be reimbursed by grant funds;
- Fund 06 – Restricted Purposes Fund – Instruction – Capital Outlay – Grant equipment purchases – SBA Earmark Grant (\$123,818); USDA Rural Development Grant (\$99,000); and Perkins Grant (\$37,219);
- Fund 03 – Operations and Maintenance Fund (Restricted) – Capital Outlay:

Protection, Health & Safety Projects in progress:

- The Aluminum Feeder Wire and Branch Panel Replacement at Buildings D and E – on schedule;
- The three current PHS projects – Restroom Renovations Phase II, Replace Panic Hardware, and Ceiling/ Lighting Replacement – a 100 percent design review meeting was held on April 2 and the projects will be out for bid on April 9; bids will be due May 3. The Music Room Accessibility project is pending further review. The planned accessibility improvements would hinder the programmatic needs of the room. Alternative improvements are being considered.
- Other Projects:
 - Community Instructional Center Project Phase I – progress continues on schedule. A tentative schedule for the CTC project follows:
 - Geothermal drilling - drilling began 4/3/2012
 - Building G - millwork and ceramic tile-4/30/2012
 - CTC - foundations are being poured; water line tie-in scheduled for 4/6/2012; electric service tie-in scheduled for 4/22/2012 or 4/29/2012; steel erection will start 5/15/2012;
 - Community Instructional Center Project Phase II – Release of bid documents – 4/12/2012; Prebid Meeting -- 4/26/2012; Prime contractors bids due – 5/10/2012; General Contractor bids due – 5/17/2012.
 - Site Improvements –The CDB issued the authorization to proceed to Len Trovero Construction on April 3, 2012.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 March 31, 2012

| | Governmental Fund Types | | | Proprietary Fund Types | Fiduciary Fund Types | Account Groups | | Total (Memorandum Only) |
|--|-------------------------|---------------------|---------------------|---------------------------|------------------------------|----------------------------|------------------------------|-------------------------------|
| | General | Special Revenue | Debt Service | Enterprise | Trust and Agency Funds | General Fixed Assets | General Long-Term Debt | |
| Assets and Other Debits | | | | | | | | |
| Cash and cash equivalents | \$ 1,814,331 | \$ 704,131 | \$ 54 | \$ 215,173 | \$ 432,285 | \$ - | \$ - | \$ 3,165,974 |
| Investments | 5,062,697 | 18,222,957 | 789,639 | 1,200,000 | - | | | 25,275,293 |
| Receivables | | | | | | | | |
| Property taxes | 8,010,043 | 1,901,661 | 1,269,682 | | | | | 11,181,386 |
| Governmental claims | 14,380 | 18,677 | | | | | | 33,057 |
| Tuition and fees | 387,100 | - | | 1,316 | | | | 388,416 |
| Due from other funds | 94,367 | 194,839 | 825 | 1,270,720 | - | - | - | 1,560,751 |
| Bookstore inventories | | | | 562,878 | | | | 562,878 |
| Other assets | 27,482 | 217 | - | 9,655 | - | - | | 37,354 |
| Fixed assets - net where applicable | | | | 31,764 | | 64,121,967 | | 64,153,731 |
| Other debits | | | | | | | | |
| Amount available in Debt Service Fund | | | | | | | 2,060,200 | 2,060,200 |
| Amount to be provided to retire debt | | | | | | | 4,146,011 | 4,146,011 |
| Total Assets and Other Debits | <u>\$15,410,400</u> | <u>\$21,042,482</u> | <u>\$ 2,060,200</u> | <u>\$ 3,291,506</u> | <u>\$ 432,285</u> | <u>\$64,121,967</u> | <u>\$ 6,206,211</u> | <u>\$ 112,565,051</u> |

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 March 31, 2012

| | Governmental Fund Types | | | Proprietary Fund Types | Fiduciary Fund Types | Account Groups | | Total (Memorandum Only) |
|--|-------------------------|---------------------|---------------------|---------------------------|------------------------------|----------------------------|------------------------------|-------------------------------|
| | General | Special Revenue | Debt Service | Enterprise | Trust and Agency Funds | General Fixed Assets | General Long-Term Debt | |
| Liabilities | | | | | | | | |
| Accounts payable | \$ 58,813 | \$ 2,886 | \$ - | \$ 12,549 | \$ - | \$ - | \$ - | \$ 74,248 |
| Accrued salaries & benefits | 1,285,010 | 24,746 | - | 27,618 | - | - | - | 1,337,374 |
| Post-retirement benefits & other | 114,050 | 46,557 | - | - | - | - | - | 160,607 |
| Unclaimed property | 1,733 | 401 | - | - | 41 | - | - | 2,175 |
| Due to other funds | 488,881 | 209,086 | - | 4,469 | 858,315 | - | - | 1,560,751 |
| Due to student groups/deposits | 7,161 | - | - | - | (426,071) | - | - | (418,910) |
| Deferred revenue | | | | | | | | |
| Property taxes | 4,006,220 | 951,112 | 635,029 | - | - | - | - | 5,592,361 |
| Tuition and fees | 75,575 | - | - | - | - | - | - | 75,575 |
| Grants | - | - | - | - | - | - | - | - |
| Bonds payable | | | | | | | 6,206,211 | 6,206,211 |
| Total liabilities | <u>6,037,443</u> | <u>1,234,788</u> | <u>635,029</u> | <u>44,636</u> | <u>432,285</u> | <u>-</u> | <u>6,206,211</u> | <u>14,590,392</u> |
| Equity and Other Credits | | | | | | | | |
| Investment in general fixed assets | | | | | | 64,121,967 | | 64,121,967 |
| Contributed capital | | | | | | | | - |
| Retained earnings | | | | 3,246,870 | | | | 3,246,870 |
| Fund balance | | | | | | | | - |
| Reserved for grant purposes | | (555,533) | | | | | | (555,533) |
| Reserved for building purposes | | 10,590,178 | | | | | | 10,590,178 |
| Reserved for debt service | | | 1,425,171 | | | | | 1,425,171 |
| Reserved for Liab., Prot., Settl. | | 5,067,367 | | | | | | 5,067,367 |
| Unreserved | 9,372,957 | 4,705,682 | | | | | | 14,078,639 |
| Total equity and other credits | <u>9,372,957</u> | <u>19,807,694</u> | <u>1,425,171</u> | <u>3,246,870</u> | <u>-</u> | <u>64,121,967</u> | <u>-</u> | <u>97,974,659</u> |
| Total Liabilities, Equity and Other Credits | <u>\$15,410,400</u> | <u>\$21,042,482</u> | <u>\$ 2,060,200</u> | <u>\$ 3,291,506</u> | <u>\$ 432,285</u> | <u>\$64,121,967</u> | <u>\$ 6,206,211</u> | <u>\$ 112,565,051</u> |

Student accounts receivable are adjusted on a monthly basis. However, taxes receivable and inventories are only adjusted at fiscal year end.

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2012 Revenues & Expenditures by Fund
 Nine Months Ended March 31, 2012

| | Education Fund | Operations & Maintenance Fund | Operations & Maintenance Fund (Restricted) | Bond & Interest Fund | Working Cash Fund | Auxiliary Enterprises Fund | Restricted Purposes Fund | Liability Protection & Settlement Fund | Audit Fund | Total (Memorandum Only) |
|--|---------------------|--|--|----------------------------|-------------------------|----------------------------------|--------------------------------|---|------------------|-------------------------------|
| Actual Revenues | \$ 16,165,196 | \$ 2,432,264 | \$ 1,646,708 | \$ 1,254,124 | \$ 36,938 | \$ 2,612,984 | \$ 7,549,451 | \$ 296,053 | \$ 33,720 | \$ 32,027,438 |
| Actual Expenditures | (14,739,558) | (1,674,499) | (1,110,950) | (1,265,400) | - | (2,904,415) | (8,247,320) | (673,602) | (32,500) | (30,648,244) |
| Other Financing Sources (Uses) | - | - | 5,000,000 | - | - | 61,414 | - | - | - | 5,061,414 |
| Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses | 1,425,638 | 757,765 | 5,535,758 | (11,276) | 36,938 | (230,017) | (697,869) | (377,549) | 1,220 | 6,440,608 |
| Fund balances July 1, 2011 | 5,159,998 | 2,029,556 | 5,054,420 | 1,436,447 | 4,639,293 | 3,476,887 | 142,336 | 5,444,916 | 28,231 | 27,412,084 |
| Fund balances March 31, 2012 | <u>\$ 6,585,636</u> | <u>\$ 2,787,321</u> | <u>\$ 10,590,178</u> | <u>\$ 1,425,171</u> | <u>\$ 4,676,231</u> | <u>\$ 3,246,870</u> | <u>\$ (555,533)</u> | <u>\$ 5,067,367</u> | <u>\$ 29,451</u> | <u>\$ 33,852,692</u> |

**Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012**

| | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| EDUCATION FUND REVENUES | | | | | | |
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 6,671,791 | \$ 6,600,072 | 98.9% | \$ 6,501,869 | 95.9% | \$ 6,778,669 |
| Corporate Personal Property Replacement Tax | 1,190,000 | 457,913 | 38.5% | 598,885 | 70.5% | 850,000 |
| TIF Revenues | 360,000 | 293,435 | 81.5% | 359,873 | 120.0% | 300,000 |
| Total Local Government | 8,221,791 | 7,351,420 | 89.4% | 7,460,627 | 94.1% | 7,928,669 |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 1,765,157 | 926,057 | 52.5% | 1,323,867 | 75.0% | 1,765,165 |
| Equalization | 136,345 | 70,987 | 52.1% | 56,706 | 33.3% | 170,118 |
| Career/Technical Education Formula Grant | 101,121 | 83,276 | 82.4% | 84,570 | 70.5% | 120,000 |
| Dept of Corrections | - | - | 0.0% | - | 0.0% | 31,513 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total State Government | 2,002,623 | 1,080,320 | 53.9% | 1,465,143 | 70.2% | 2,086,796 |
| Federal Government | | | | | | |
| PELL Administrative Fees | 8,000 | 10,630 | 132.9% | 7,785 | 97.3% | 8,000 |
| ARRA Grant | - | - | 0.0% | - | 0.0% | - |
| Total Federal Government | 8,000 | 10,630 | 132.9% | 7,785 | 97.3% | 8,000 |
| Student Tuition and Fees: | | | | | | |
| Tuition | 6,706,315 | 6,227,622 | 92.9% | 5,774,748 | 97.6% | 5,915,228 |
| Fees | 1,180,439 | 1,021,125 | 86.5% | 1,028,566 | 98.1% | 1,048,468 |
| Total Tuition and Fees | 7,886,754 | 7,248,747 | 91.9% | 6,803,314 | 97.7% | 6,963,696 |
| Other Sources: | | | | | | |
| Investment Revenue | 40,000 | 22,634 | 56.6% | 49,531 | 123.8% | 40,000 |
| Public Service Revenue | 904,812 | 374,823 | 41.4% | 459,138 | 41.8% | 1,099,707 |
| Nongovernmental Gifts | 48,000 | 48,000 | 100.0% | 48,000 | 100.0% | 48,000 |
| Other | 92,894 | 28,622 | 30.8% | 17,846 | 20.2% | 88,202 |
| Total Other Sources | 1,085,706 | 474,079 | 43.7% | 574,515 | 45.0% | 1,275,909 |
| TOTAL EDUCATION FUND REVENUE | 19,204,874 | 16,165,196 | 84.2% | 16,311,384 | 89.3% | 18,263,070 |
| EDUCATION FUND EXPENDITURES | | | | | | |
| Instruction: | | | | | | |
| Salaries | 9,236,909 | 7,124,029 | 77.1% | 6,272,435 | 71.8% | 8,740,223 |
| Employee Benefits | 1,539,288 | 1,260,722 | 81.9% | 1,088,432 | 78.8% | 1,381,825 |
| Contractual Services | 128,150 | 68,074 | 53.1% | 72,771 | 45.9% | 158,595 |
| General Materials & Supplies | 457,723 | 272,530 | 59.5% | 253,093 | 58.7% | 431,112 |
| Conference & Meeting Expenses | 101,811 | 42,911 | 42.1% | 58,656 | 51.1% | 114,743 |
| Fixed Charges | 240,000 | 180,288 | 75.1% | 136,876 | 80.0% | 171,000 |
| Utilities | 1,000 | 723 | 72.3% | 591 | 59.1% | 1,000 |
| Capital Outlay | 23,916 | - | 0.0% | 27,950 | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Instruction | \$ 11,728,797 | \$ 8,949,277 | 76.3% | \$ 7,910,804 | 71.9% | \$ 10,998,498 |

**Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012**

| EDUCATION FUND EXPENDITURES (continued) | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Academic Support: | | | | | | |
| Salaries | \$ 679,854 | \$ 466,674 | 68.6% | \$ 479,302 | 73.3% | \$ 654,144 |
| Employee Benefits | 111,647 | 83,152 | 74.5% | 85,985 | 83.5% | 102,973 |
| Contractual Services | 153,059 | 131,451 | 85.9% | 116,170 | 85.2% | 136,324 |
| General Materials & Supplies | 320,491 | 249,414 | 77.8% | 273,033 | 69.7% | 391,808 |
| Conference & Meeting Expenses | 15,782 | 848 | 5.4% | 2,543 | 23.0% | 11,035 |
| Fixed Charges | 4,680 | - | 0.0% | - | 0.0% | 4,680 |
| Utilities | 44,143 | 15,790 | 35.8% | 38,303 | 83.0% | 46,148 |
| Capital Outlay | 19,750 | 5,745 | 29.1% | 25,429 | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Academic Support | <u>1,349,406</u> | <u>953,074</u> | <u>70.6%</u> | <u>1,020,765</u> | <u>75.8%</u> | <u>1,347,112</u> |
| Student Services: | | | | | | |
| Salaries | 1,113,536 | 888,447 | 79.8% | 847,730 | 76.6% | 1,106,619 |
| Employee Benefits | 275,791 | 217,904 | 79.0% | 199,254 | 83.0% | 240,204 |
| Contractual Services | 6,885 | 2,473 | 35.9% | 1,561 | 8.6% | 18,150 |
| General Materials & Supplies | 58,567 | 35,679 | 60.9% | 42,408 | 76.4% | 55,475 |
| Conference & Meeting Expenses | 21,550 | 6,340 | 29.4% | 4,904 | 18.4% | 26,600 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Student Services | <u>1,476,329</u> | <u>1,150,843</u> | <u>78.0%</u> | <u>1,095,857</u> | <u>75.7%</u> | <u>1,447,048</u> |
| Public Services/Continuing Education: | | | | | | |
| Salaries | 349,346 | 272,617 | 78.0% | 260,858 | 72.0% | 362,361 |
| Employee Benefits | 35,766 | 30,933 | 86.5% | 28,218 | 85.1% | 33,156 |
| Contractual Services | 358,700 | 184,200 | 51.4% | 231,306 | 98.6% | 234,500 |
| General Materials & Supplies | 130,100 | 51,120 | 39.3% | 65,696 | 32.8% | 200,350 |
| Conference & Meeting Expenses | 8,300 | 5,724 | 69.0% | 6,592 | 60.7% | 10,865 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | 250 | - | 0.0% | - | 0.0% | 250 |
| Total Public Services/Continuing Education | <u>882,462</u> | <u>544,594</u> | <u>61.7%</u> | <u>592,670</u> | <u>70.4%</u> | <u>841,482</u> |
| Institutional Support: | | | | | | |
| Salaries | 1,914,461 | 1,445,239 | 75.5% | 1,348,226 | 73.2% | 1,840,630 |
| Employee Benefits | 494,372 | 419,744 | 84.9% | 355,224 | 74.7% | 475,844 |
| Contractual Services | 401,651 | 417,013 | 103.8% | 327,468 | 87.4% | 374,590 |
| General Materials & Supplies | 421,070 | 312,700 | 74.3% | 307,044 | 63.3% | 484,722 |
| Conference & Meeting Expenses | 75,720 | 33,603 | 44.4% | 27,460 | 32.3% | 84,970 |
| Fixed Charges | 24,000 | 33,324 | 138.9% | 24,759 | 66.0% | 37,500 |
| Utilities | 15,956 | 11,016 | 69.0% | 14,004 | 90.6% | 15,458 |
| Capital Outlay | 38,650 | 12,763 | 33.0% | 7,626 | 26.8% | 28,416 |
| Other | - | 1,204 | 0.0% | (1,900) | 111.8% | (1,700) |
| Total Institutional Support | <u>3,385,880</u> | <u>2,686,606</u> | <u>79.3%</u> | <u>2,409,911</u> | <u>72.1%</u> | <u>3,340,430</u> |
| Scholarships, Grants and Waivers | 422,000 | 455,164 | 107.9% | 374,695 | 107.5% | 348,500 |
| TOTAL EDUCATION FUND EXPENDITURES | <u>\$ 19,244,874</u> | <u>\$ 14,739,558</u> | <u>76.6%</u> | <u>\$ 13,404,702</u> | <u>73.2%</u> | <u>\$ 18,323,070</u> |
| INTERFUND TRANSFERS - NET | <u>\$ 40,000</u> | <u>\$ -</u> | <u>0.0%</u> | <u>\$ (3,226)</u> | <u>0.0%</u> | <u>\$ (340,000)</u> |

Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012

| OPERATIONS & MAINTENANCE FUND REVENUES | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|-------------------------|---------------------|---------------------|---------------------|--------------------|-------------------------|
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 1,260,330 | \$ 1,247,613 | 99.0% | \$ 1,230,669 | 96.0% | \$ 1,281,479 |
| Corporate Personal Property Replacement Tax | 210,000 | 80,808 | 38.5% | 105,686 | 70.5% | 150,000 |
| TIF | 116,885 | 97,812 | 83.7% | 119,958 | 120.0% | 100,000 |
| Total Local Government | <u>1,587,215</u> | <u>1,426,233</u> | 89.9% | <u>1,456,313</u> | 95.1% | <u>1,531,479</u> |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 311,498 | 163,422 | 52.5% | 233,624 | 75.0% | 311,498 |
| Total State Government | <u>311,498</u> | <u>163,422</u> | 52.5% | <u>233,624</u> | 75.0% | <u>311,498</u> |
| Student Tuition and Fees: | | | | | | |
| Tuition | 743,178 | 725,995 | 97.7% | 930,441 | 100.1% | 929,274 |
| Total Tuition and Fees | <u>743,178</u> | <u>725,995</u> | 97.7% | <u>930,441</u> | 100.1% | <u>929,274</u> |
| Other Sources: | | | | | | |
| Facilities Revenue | 187,000 | 98,906 | 52.9% | 97,426 | 81.9% | 119,000 |
| Investment Revenue | 5,000 | 9,836 | 196.7% | 4,424 | 88.5% | 5,000 |
| Non-Governmental Gifts & Grants | - | - | 0.0% | 260 | 0.0% | - |
| Other | - | 7,872 | 0.0% | 15,280 | 0.0% | - |
| Total Other Sources | <u>192,000</u> | <u>116,614</u> | 60.7% | <u>117,390</u> | 94.7% | <u>124,000</u> |
| TOTAL OPERATIONS & MAINTENANCE FUND REVENUES | \$ 2,833,891 | \$ 2,432,264 | 85.8% | \$ 2,737,768 | 94.5% | \$ 2,896,251 |

| OPERATIONS & MAINTENANCE FUND | Annual Budget FY2012 | Actual 03/31/12 | Act/Budget 75.0% | Actual 03/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|-------------------------|---------------------|---------------------|---------------------|--------------------|-------------------------|
| Operations & Maintenance of Plant: | | | | | | |
| Salaries | \$ 862,900 | \$ 642,551 | 74.5% | \$ 583,853 | 71.7% | \$ 813,862 |
| Employee Benefits | 218,101 | 166,324 | 76.3% | 157,483 | 79.6% | 197,843 |
| Contractual Services | 183,700 | 144,941 | 78.9% | 118,581 | 74.3% | 159,592 |
| General Materials & Supplies | 250,976 | 133,462 | 53.2% | 273,371 | 73.4% | 372,200 |
| Conference & Meeting Expenses | 6,000 | 720 | 12.0% | 326 | 5.4% | 6,000 |
| Fixed Charges | 40,000 | 42,176 | 105.4% | 35,980 | 461.3% | 7,800 |
| Utilities | 819,410 | 464,110 | 56.6% | 474,943 | 52.6% | 902,150 |
| Capital Outlay | 167,900 | 22,460 | 13.4% | 135,805 | 86.8% | 156,500 |
| Facility Charges to Other Funds | - | - | 0.0% | (63,000) | 0.0% | - |
| Provision for Contingency | 200,000 | - | 0.0% | - | 0.0% | 200,000 |
| Total Operations & Maintenance of Plant | <u>2,748,987</u> | <u>1,616,744</u> | 58.8% | <u>1,717,342</u> | 61.0% | <u>2,815,947</u> |
| Institutional Support: | | | | | | |
| Salaries | 56,007 | 42,743 | 76.3% | 39,518 | 73.5% | 53,754 |
| Employee Benefits | 8,497 | 7,184 | 84.5% | 6,799 | 85.5% | 7,950 |
| Contractual Services | 2,500 | 2,395 | 95.8% | 2,395 | 239.5% | 1,000 |
| General Materials & Supplies | 4,900 | 2,054 | 41.9% | 1,442 | 31.3% | 4,600 |
| Conference & Meeting Expenses | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | 13,000 | 3,379 | 26.0% | 3,379 | 26.0% | 13,000 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>84,904</u> | <u>57,755</u> | 68.0% | <u>53,533</u> | 66.7% | <u>80,304</u> |
| TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES | \$ 2,833,891 | \$ 1,674,499 | 59.1% | \$ 1,770,875 | 61.1% | \$ 2,896,251 |

**Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012**

| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,537,220 | \$ 1,559,284 | 101.4% | \$ 1,519,206 | 95.6% | \$ 1,589,936 |
| State Government Sources | - | - | 0.0% | 5,999 | 0.0% | - |
| Investment Revenue | 50,000 | 87,424 | 174.8% | 36,868 | 67.0% | 55,000 |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES | 1,587,220 | 1,646,708 | 103.7% | 1,562,073 | 95.0% | 1,644,936 |
| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | | | | | | |
| Operations & Maintenance | | | | | | |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | - | 27,083 | 0.0% | - | 0.0% | - |
| Capital Outlay | 6,587,220 | 1,083,867 | 16.5% | 2,055,567 | 127.1% | 1,617,500 |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES | 6,587,220 | 1,110,950 | 16.9% | 2,055,567 | 127.1% | 1,617,500 |
| Other Financing Source - Bond Issuance | 5,000,000 | 5,000,000 | 100.0% | - | 0.0% | - |
| Transfer In (Out) | \$ - | \$ - | 0.0% | \$ - | 0.0% | \$ 400,000 |

Fiscal Year 2012 Budget to Actual Comparison

| BOND & INTEREST FUND | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,265,000 | \$ 1,243,895 | 98.3% | \$ 1,216,716 | 96.2% | \$ 1,265,000 |
| Investment Revenue | 5,000 | 10,229 | 204.6% | 8,337 | 166.7% | 5,000 |
| TOTAL BOND & INTEREST FUND REVENUES | 1,270,000 | 1,254,124 | 98.7% | 1,225,053 | 96.5% | 1,270,000 |
| BOND & INTEREST FUND | | | | | | |
| Institutional Support: | | | | | | |
| Debt Principal Retirement | 1,265,000 | 1,265,000 | 100.0% | 1,265,000 | 100.0% | 1,265,000 |
| Interest on Bonds | - | - | 0.0% | - | 0.0% | - |
| Fees | 400 | 400 | 100.0% | 400 | 100.0% | 400 |
| TOTAL BOND & INTEREST EXPENDITURES | \$ 1,265,400 | \$ 1,265,400 | 100.0% | \$ 1,265,400 | 100.0% | \$ 1,265,400 |

Fiscal Year 2012 Budget to Actual Comparison

| WORKING CASH FUND | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|------------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Investment Revenue | \$ 40,000 | \$ 36,938 | 92.3% | \$ 30,161 | 50.3% | \$ 60,000 |
| TOTAL WORKING CASH REVENUES | 40,000 | 36,938 | 92.3% | 30,161 | 50.3% | 60,000 |
| Transfers In (Out) | \$ (40,000) | \$ - | 0.0% | \$ - | 0.0% | \$ (60,000) |

Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012

| AUXILIARY ENTERPRISES FUND | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|-------------------------|-------------------|---------------------|-------------------|--------------------|-------------------------|
| Service Fees | \$ 3,324,756 | \$ 2,602,991 | 78.3% | \$ 2,781,605 | 85.5% | \$ 3,254,475 |
| Data Processing Rentals | - | - | 0.0% | - | 0.0% | 1,672 |
| Other Revenue | - | 890 | 0.0% | 1,615 | 0.0% | - |
| Investment Revenue | 15,000 | 9,103 | 60.7% | 12,113 | 121.1% | 10,000 |
| TOTAL AUXILIARY ENTERPRISES FUND REVENUES | 3,339,756 | 2,612,984 | 78.2% | 2,795,333 | 85.6% | 3,266,147 |
| AUXILIARY ENTERPRISES FUND | | | | | | |
| Salaries | 578,459 | 434,329 | 75.1% | 462,532 | 76.9% | 601,776 |
| Employee Benefits | 213,312 | 139,428 | 65.4% | 151,886 | 77.3% | 196,490 |
| Contractual Services | 39,230 | 44,700 | 113.9% | 38,408 | 105.9% | 36,260 |
| Materials & Supplies | 2,415,319 | 2,230,559 | 92.4% | 2,198,048 | 91.7% | 2,395,922 |
| Conference & Meeting | 30,196 | 20,788 | 68.8% | 26,317 | 115.0% | 22,885 |
| Fixed Charges | 45,000 | 30,316 | 67.4% | 25,583 | 53.3% | 48,000 |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay/Depreciation | 5,826 | 2,795 | 48.0% | 2,700 | 203.8% | 1,325 |
| Other | 63,000 | 1,500 | 2.4% | 65,923 | 104.6% | 63,000 |
| TOTAL AUXILIARY ENTERPRISES EXPENDITURES | 3,390,342 | 2,904,415 | 85.7% | 2,971,397 | 88.3% | 3,365,658 |
| Transfer In (Out) | \$ 62,000 | \$ 61,414 | 99.1% | \$ 61,414 | 99.1% | \$ 62,000 |

Fiscal Year 2012 Budget to Actual Comparison

| RESTRICTED PURPOSES FUND | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|-------------------------|-------------------|---------------------|-------------------|--------------------|-------------------------|
| State Government Sources | \$ 371,408 | \$ 313,742 | 84.5% | \$ 501,221 | 53.4% | \$ 938,668 |
| Federal Government Sources | 6,711,969 | 7,194,950 | 107.2% | 7,122,031 | 92.2% | 7,721,710 |
| Service Fees | - | 5,955 | 0.0% | 1,120 | 0.0% | - |
| Other Revenue | 35,000 | 34,804 | 99.4% | 6,538 | 130.8% | 5,000 |
| TOTAL RESTRICTED PURPOSES FUND REVENUES | 7,118,377 | 7,549,451 | 106.1% | 7,630,910 | 88.1% | 8,665,378 |
| RESTRICTED PURPOSES FUND | | | | | | |
| Instruction: | | | | | | |
| Salaries | 357,432 | 331,121 | 92.6% | 478,094 | 61.3% | 779,528 |
| Employee Benefits | 90,287 | 71,422 | 79.1% | 122,122 | 70.1% | 174,121 |
| Contractual Services | 68,360 | 73,924 | 108.1% | 108,461 | 85.8% | 126,408 |
| Materials & Supplies | 130,453 | 89,253 | 68.4% | 78,982 | 37.8% | 208,936 |
| Conference & Meeting | 41,279 | 36,828 | 89.2% | 37,954 | 50.3% | 75,500 |
| Fixed Charges | 2,250 | 1,000 | 44.4% | - | 0.0% | 1,900 |
| Utilities | 2,900 | 1,633 | 56.3% | 1,759 | 140.7% | 1,250 |
| Capital Outlay | 50,000 | 268,997 | 538.0% | 164,647 | 84.9% | 194,000 |
| Other (P-16 Grant Waivers) | 8,679 | 1,670 | 19.2% | 909 | 2.9% | 31,286 |
| Total Instruction | \$ 751,640 | \$ 875,848 | 116.5% | \$ 992,928 | 62.3% | \$ 1,592,929 |

Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012

RESTRICTED PURPOSES FUND

| | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|-------------------------|-------------------|---------------------|-------------------|--------------------|-------------------------|
| Academic Support | | | | | | |
| Salaries | \$ - | \$ 312 | 0.0% | \$ 56,543 | 62.9% | \$ 89,838 |
| Employee Benefits | - | 102 | 0.0% | 7,932 | 28.6% | 27,732 |
| Contractual Services | - | - | 0.0% | 1,438 | 0.0% | - |
| Materials & Supplies | - | - | 0.0% | 4,309 | 96.0% | 4,490 |
| Conference & Meeting | - | - | 0.0% | 836 | 20.9% | 4,000 |
| Fixed Charges | - | - | 0.0% | 2,760 | 53.1% | 5,200 |
| Total Academic Support | - | 414 | 0.0% | 73,818 | 56.2% | 131,260 |
| Student Services | | | | | | |
| Salaries | 180,825 | 137,506 | 76.0% | 118,663 | 67.6% | 175,415 |
| Employee Benefits | 43,259 | 47,880 | 110.7% | 32,144 | 78.1% | 41,143 |
| Contractual Services | 4,000 | 6,304 | 157.6% | 11,381 | 569.1% | 2,000 |
| Materials & Supplies | 13,500 | 8,245 | 61.1% | 14,365 | 95.1% | 15,100 |
| Conference & Meeting | 25,500 | 5,954 | 23.3% | 13,143 | 49.7% | 26,431 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Tuition Waivers (TRIO Grant) | 32,000 | 26,095 | 81.5% | 37,004 | 164.5% | 22,500 |
| Total Student Services | 299,084 | 231,984 | 77.6% | 226,700 | 80.2% | 282,589 |
| Public Service | | | | | | |
| Salaries | 488,912 | 419,695 | 85.8% | 378,528 | 76.4% | 495,671 |
| Employee Benefits | 108,782 | 105,772 | 97.2% | 92,720 | 84.1% | 110,187 |
| Contractual Services | 145,205 | 182,709 | 125.8% | 317,430 | 64.8% | 489,670 |
| Materials & Supplies | 76,683 | 95,277 | 124.2% | 123,647 | 57.7% | 214,347 |
| Conference & Meeting | 50,410 | 86,692 | 172.0% | 128,690 | 135.5% | 94,994 |
| Fixed Charges | 25,735 | 26,338 | 102.3% | 26,287 | 90.2% | 29,130 |
| Utilities | 6,088 | 4,483 | 73.6% | 4,178 | 57.2% | 7,305 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | 178 | - | 0.0% | 79 | 0.0% | 190 |
| Total Public Service | 901,993 | 920,966 | 102.1% | 1,071,559 | 74.3% | 1,441,494 |
| Auxiliary Services | | | | | | |
| Salaries | 4,000 | 3,869 | 96.7% | 575 | 14.4% | 4,000 |
| Employee Benefits | 320 | 46 | 14.4% | 10 | 3.1% | 320 |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Materials & Supplies | 18,844 | 4,931 | 26.2% | 798 | 4.1% | 19,680 |
| Conference & Meeting | 1,000 | 94 | 9.4% | 25 | 2.5% | 1,000 |
| Other (Child Care Subsidies) | 10,000 | 5,921 | 59.2% | 7,357 | 73.6% | 10,000 |
| Total Auxiliary Services | 34,164 | 14,861 | 0 | 8,765 | 0 | 35,000 |
| Operations & Maintenance of Plant: | | | | | | |
| Contractual Services | - | 30,000 | 0.0% | - | 0.0% | - |
| Total Operations & Maintenance | \$ - | \$ 30,000 | - | \$ - | - | \$ - |

Illinois Valley Community College District No. 513
 Fiscal Year 2012 Budget to Actual Comparison
 Nine Months Ended March 31, 2012

| | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|-------------------------|---------------------|---------------------|---------------------|--------------------|-------------------------|
| Institutional Support | | | | | | |
| Salaries (Federal Work Study) | \$ 75,496 | \$ 98,963 | 131.1% | \$ 76,300 | 101.1% | \$ 75,496 |
| Employee Benefits | - | - | 0.0% | - | 0.0% | - |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Materials & Supplies | - | - | 0.0% | - | 0.0% | - |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>75,496</u> | <u>98,963</u> | 131.1% | <u>76,300</u> | 101.1% | <u>75,496</u> |
| Student grants and waivers (PELL & SEOG) | <u>5,061,000</u> | <u>6,074,284</u> | 120.0% | <u>5,868,955</u> | 114.8% | <u>5,111,610</u> |
| TOTAL RESTRICTED FUND EXPENDITURES | <u>\$ 7,123,377</u> | <u>\$ 8,247,320</u> | 115.8% | <u>\$ 8,319,025</u> | 95.9% | <u>\$ 8,670,378</u> |
| Transfer In (Out) | <u>\$ -</u> | <u>\$ -</u> | 0.0% | <u>\$ 3,226</u> | 0.0% | <u>\$ -</u> |

Fiscal Year 2012 Budget to Actual Comparison

| | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|---|-------------------------|-------------------|---------------------|-------------------|--------------------|-------------------------|
| LIABILITY, PROTECTION, & SETTLEMENT FUND | | | | | | |
| Local Government Sources | \$ 258,368 | \$ 271,063 | 104.9% | \$ 192,769 | 96.3% | \$ 200,250 |
| Investment Revenue | 50,000 | 24,990 | 50.0% | 31,302 | 36.8% | 85,000 |
| Other | - | - | 0.0% | 5,638 | 0.0% | - |
| TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES | <u>308,368</u> | <u>296,053</u> | 96.0% | <u>229,709</u> | 80.5% | <u>285,250</u> |

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES

| | | | | | | |
|---|-------------------|-------------------|--------|-------------------|-------|-------------------|
| Operations & Maintenance of Plant | | | | | | |
| Salaries | - | 28,018 | 0.0% | 173,790 | 55.7% | 311,885 |
| Employee Benefits | - | 5,561 | 0.0% | 43,961 | 60.6% | 72,561 |
| Contractual Services | 401,500 | 162,801 | 40.5% | 3,316 | 94.7% | 3,500 |
| Material & Supplies | 100 | 851 | 851.0% | 7,219 | 0.0% | - |
| Conference & Meeting | 500 | 480 | 96.0% | 445 | 80.9% | 550 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | 699 | 0.0% | 587 | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total for Operations & Maintenance of Plant | <u>\$ 402,100</u> | <u>\$ 198,410</u> | 49.3% | <u>\$ 229,318</u> | 59.0% | <u>\$ 388,496</u> |

**Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
Nine Months Ended March 31, 2012**

| LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued) | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Institutional Support | | | | | | |
| Salaries | \$ 68,291 | \$ 47,625 | 69.7% | \$ 241,560 | 67.5% | \$ 357,629 |
| Employee Benefits | 254,530 | 14,133 | 5.6% | 50,898 | 15.9% | 319,702 |
| Contractual Services | 12,000 | 22,401 | 186.7% | 24,150 | 146.4% | 16,500 |
| Material & Supplies | 2,300 | 180 | 7.8% | 244 | 97.6% | 250 |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | 390,750 | 390,853 | 100.0% | 373,337 | 117.8% | 317,000 |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>727,871</u> | <u>475,192</u> | <u>65.3%</u> | <u>690,189</u> | <u>68.3%</u> | <u>1,011,081</u> |
| TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES | \$ 1,129,971 | \$ 673,602 | 59.6% | \$ 919,507 | 65.7% | \$ 1,399,577 |

Fiscal Year 2012 Budget to Actual Comparison

| AUDIT FUND | Annual Budget FY2012 | Actual 3/31/12 | Act/Budget 75.0% | Actual 3/31/11 | Act/Budget FY11 | Annual Budget FY2011 |
|--------------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | \$ 31,508 | \$ 33,616 | 106.7% | \$ - | 0.0% | \$ 18,034 |
| Investment Revenue | 200 | 104 | 52.0% | 197 | 98.5% | 200 |
| TOTAL AUDIT FUND REVENUES | <u>31,708</u> | <u>33,720</u> | <u>106.3%</u> | <u>197</u> | <u>1.1%</u> | <u>18,234</u> |
| AUDIT FUND | | | | | | |
| Contractual Services | <u>32,500</u> | <u>32,500</u> | <u>100.0%</u> | <u>31,500</u> | <u>96.9%</u> | <u>32,500</u> |
| TOTAL AUDIT FUND EXPENDITURES | \$ 32,500 | \$ 32,500 | 100.0% | \$ 31,500 | 96.9% | \$ 32,500 |

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**Illinois Valley Community College District No. 513
Fiscal Year 2012 Budget to Actual Comparison
All Funds**

Nine Months Ended March 31, 2012

| <u>Department</u> | <u>Annual Budget FY2012</u> | <u>Actual 3/31/2012</u> | <u>Act/Budget 75.0%</u> | <u>Explanation</u> |
|--|-------------------------------------|-----------------------------|-----------------------------|---|
| President | \$ 292,518 | \$ 226,738 | 77.5% | |
| Board of Trustees | 21,000 | 13,481 | 64.2% | |
| Community Relations | 338,649 | 238,295 | 70.4% | |
| Development Office | 71,194 | 39,021 | 54.8% | |
| Continuing Education | 1,286,419 | 857,701 | 66.7% | |
| Facilities | 9,336,207 | 2,727,695 | 29.2% | \$5,000,000 budget for CTC-none expended |
| Information Technologies | 1,701,698 | 1,299,408 | 76.4% | |
| Academic Affairs | 259,150 | 184,342 | 71.1% | |
| Academic Affairs (AVPCE) | 761,164 | 833,474 | 109.5% | National Science Foundation Grant carryover |
| Adult Education | 504,753 | 430,103 | 85.2% | |
| Dislocated Workers Center | 653,548 | 720,897 | 110.3% | Carryover funding from FY2011 |
| Learning Technologies | 706,958 | 465,320 | 65.8% | |
| Career & Tech Education Division | 2,445,046 | 1,749,230 | 71.5% | |
| Natural Science & Business Division | 2,176,823 | 1,673,454 | 76.9% | |
| Humanities & Fine Arts/Social Science Division | 2,191,115 | 1,707,069 | 77.9% | |
| Health Professions Division | 2,080,015 | 1,525,424 | 73.3% | |
| English, Mathematics, Education Division | 2,909,411 | 2,285,108 | 78.5% | |
| Admissions & Records | 355,315 | 272,383 | 76.7% | |
| Student Development | 621,026 | 540,604 | 87.1% | Salaries underbudgeted |
| Student Services | 125,604 | 94,367 | 75.1% | |
| Financial Aid | 5,484,630 | 6,409,764 | 116.9% | More PELL grant recipients |
| Athletics | 250,124 | 221,322 | 88.5% | Men's basketball and volleyball running over budget |
| TRIO (Student Success Grant) | 298,584 | 230,288 | 77.1% | |
| Safety Service | 400,000 | 196,920 | 49.2% | |
| Business Services/General Institution | 2,119,165 | 2,088,320 | 98.5% | Annual bond payment of \$1,265,000 paid in February |
| Risk Management | 729,971 | 476,682 | 65.3% | |
| Tuition Waivers | 422,000 | 455,164 | 107.9% | Tuition waivers were underbudgeted |
| Purchasing | 112,173 | 73,597 | 65.6% | |
| Human Resources | 179,067 | 131,761 | 73.6% | |
| Bookstore | 2,544,746 | 2,314,824 | 91.0% | Products for resale |
| Shipping & Receiving | 84,904 | 57,754 | 68.0% | |
| Copy Center | 144,598 | 107,734 | 74.5% | |
| Total FY12 Expenditures | \$ 41,607,575 | \$ 30,648,244 | 73.7% | |

Illinois Valley Community College
Statement of Cash Flows
for the Month ended March 31, 2012

| | EDUCATION | OP/MAINT | OP / MAINT. RESTRICTED | BOND & INTEREST | AUXILIARY | RESTRICTED | WORKING CASH | AUDIT | LIAB, PROT, & SETTLEMENT | TOTAL |
|-------------------------|------------------------|-----------------|---------------------------|--------------------|-----------------|-----------------|-----------------|--------------|-----------------------------|------------------|
| Balance on Hand | \$ 393,773.60 | \$ 218,926.52 | \$ 285,085.89 | \$ - | \$ 262,111.74 | \$ (346,550.62) | \$ 415,522.75 | \$ 1,372.38 | \$ 648,363.01 | \$ 1,878,605.27 |
| Total Receipts | 1,329,942.26 | 40,558.04 | 10,894.98 | 54.42 | 47,909.87 | 161,104.85 | 10,708.65 | 5.22 | 1,743.04 | 1,602,921.33 |
| Total Cash | 1,723,715.86 | 259,484.56 | 295,980.87 | 54.42 | 310,021.61 | (185,445.77) | 426,231.40 | 1,377.60 | 650,106.05 | 3,481,526.60 |
| Due To/From Accts | 19,323.03 | 1,132.59 | - | - | 12,351.58 | (32,798.59) | - | - | (8.61) | 0.00 |
| Transfers/Bank CDs | 1,386,084.27 | 500,000.00 | - | - | - | 113,915.73 | - | - | - | 2,000,000.00 |
| Expenditures | (1,857,260.93) | (213,684.39) | (198,775.97) | - | (114,264.11) | (503,212.15) | - | - | (26,145.04) | (2,913,342.59) |
| ACCOUNT BALANCE | 1,271,862.23 | 546,932.76 | 97,204.90 | 54.42 | 208,109.08 | (607,540.78) | 426,231.40 | 1,377.60 | 623,952.40 | 2,568,184.01 |
| Deposits in Transit | (200,278.36) | | | | | | | | | (200,278.36) |
| Outstanding Checks | 563,128.23 | | | | | | | | | 563,128.23 |
| BANK BALANCE | 1,634,712.10 | 546,932.76 | 97,204.90 | 54.42 | 208,109.08 | (607,540.78) | 426,231.40 | 1,377.60 | 623,952.40 | 2,931,033.88 |
| Certificates of Deposit | 3,500,000.00 | 300,000.00 | 1,000,000.00 | 500,000.00 | 1,200,000.00 | - | 4,250,000.00 | - | 4,100,000.00 | 14,850,000.00 |
| Illinois Funds | 435,897.35 | 826,800.02 | 1,114,578.17 | 289,638.54 | - | - | - | 10,554.51 | 122,619.34 | 2,800,087.93 |
| CDB Trust Fund CTC | | | 6,543,377.21 | | | | | | | 6,543,377.21 |
| Bldg Reserve-ILLFund | | | 1,081,827.45 | | | | | | | 1,081,827.45 |
| Total Investment | \$ 3,935,897.35 | \$ 1,126,800.02 | \$ 9,739,782.83 | \$ 789,638.54 | \$ 1,200,000.00 | \$ - | \$ 4,250,000.00 | \$ 10,554.51 | \$ 4,222,619.34 | \$ 25,275,292.59 |
| LaSalle State Bank | \$ 43,457.81 | | | | | | | | | |
| Peru Savings Bank | 2,887,576.07 | | | | | | | | | |
| | <u>\$ 2,931,033.88</u> | | | | | | | | | |

Respectfully submitted,


 Cheryl Roelfsema

Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
March 31, 2012

| <u>DUE</u> | <u>Education</u> | <u>Oper & Maint</u> | <u>O&M Restricted</u> | <u>Bond & Int</u> | <u>Auxiliary</u> | <u>Working Cash</u> | <u>Liability Protection & Settlement</u> | <u>Total</u> | <u>Bank</u> | <u>Rate %</u> | <u>APY %</u> | <u>Certificate Number</u> |
|-----------------|------------------|-------------------------|-------------------------------|-----------------------|------------------|-------------------------|--|-------------------|-------------|-------------------|------------------|-------------------------------|
| 4/22/2012 | | | | | | | 100,000 | 100,000 | MB | 1.15% | 1.15% | 914161 |
| 6/1/2012 | | 300,000 | | | 1,200,000 | | | 1,500,000 | FSB | 0.95% | 0.95% | 24553 |
| 6/22/2012 | 1,000,000 | | | | | | | 1,000,000 | FSB | 0.50% | 0.50% | 25440 |
| 7/20/2012 | 2,000,000 | | | | | | | 2,000,000 | FSB | 0.95% | 0.95% | 1011570115 |
| 8/3/2012 | | | | | | | 2,000,000 | 2,000,000 | FSB | 0.95% | 0.95% | 25092 |
| 9/21/2012 | | | | | | 500,000 | | 500,000 | FSB | 0.95% | 0.95% | 25440 |
| 9/29/2012 | | | 500,000 | | | | 500,000 | 1,000,000 | FSB | 0.95% | 0.95% | 25522 |
| 11/7/2012 | | | | | | 150,000 | | 150,000 | MB | 1.00% | 1.00% | 915192 |
| 11/23/2012 | | | | | | 1,500,000 | | 1,500,000 | FSB | 0.65% | 0.65% | 26001 |
| 12/14/2012 | 500,000 | | 500,000 | | | | 1,000,000 | 2,000,000 | FSB | 0.65% | 0.65% | 2041022024 |
| 12/22/2012 | | | | 500,000 | | 1,000,000 | 500,000 | 2,000,000 | FSB | 0.65% | 0.65% | 1011466946 |
| 1/30/2012 | | | | | | 100,000 | | 100,000 | NCB | 0.60% | 0.60% | 35803 |
| 3/21/2013 | | | | | | 1,000,000 | | 1,000,000 | FSB | 0.65% | 0.65% | |
| Total CD | 3,500,000 | 300,000 | 1,000,000 | 500,000 | 1,200,000 | 4,250,000 | 4,100,000 | 14,850,000 | | | | |

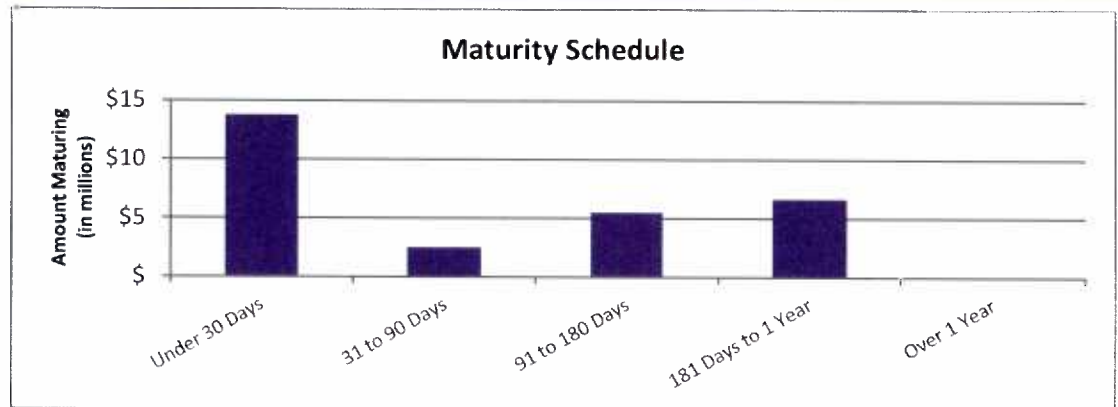
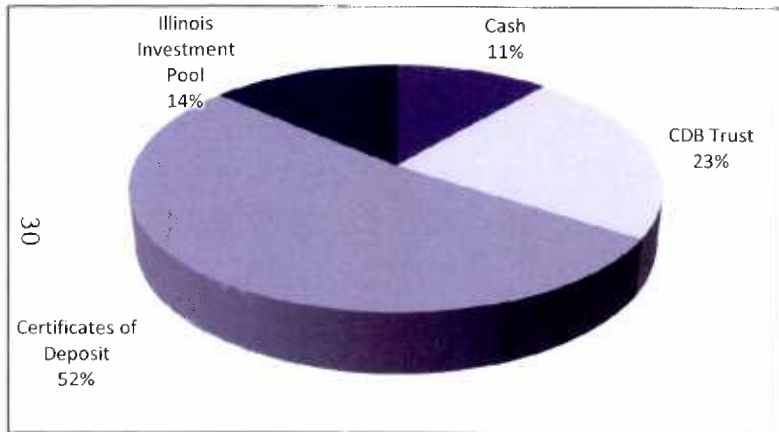
| | | | |
|------|------------------------------|-----|---------------------------|
| CB | Centrue Bank | LSB | LaSalle State Bank |
| CBNA | Commerce Bank, NA | MB | Marseilles Bank |
| CFNB | Citizens First National Bank | MSB | Midland State Bank |
| FSB | First State Bank of Mendota | NCB | North Central Bank - Ladd |
| HNB | Hometown National Bank | PFS | Peru Federal Savings |

** Current IL Funds interest rate: 0.12%

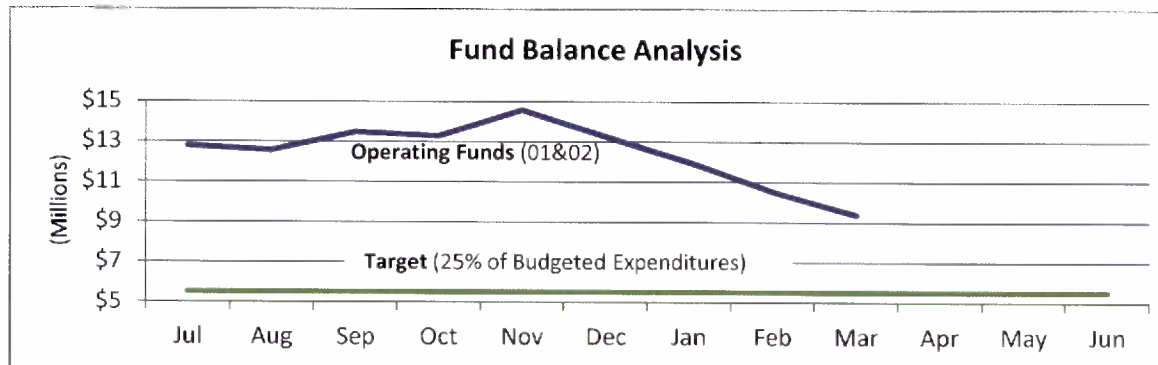
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
March 31, 2012**

| Instrument | Current Portfolio Distribution | Current Portfolio | Weighted Average Yield |
|--------------------------|--------------------------------|----------------------|------------------------|
| Cash | 11.1% | \$ 3,165,974 | 3.64% |
| CDB Trust | 23.0% | 6,543,377 | 1.90% |
| Certificates of Deposit | 52.2% | 14,850,000 | 0.77% |
| Illinois Investment Pool | 13.6% | 3,881,915 | 0.67% |
| Total | 100.0% | \$ 28,441,267 | 1.34% |

| Institution | Illinois Investment Pool | Certificates of Deposit | Cash & Trusts | Total | Current Distribution |
|-------------------------|--------------------------|-------------------------|---------------------|----------------------|----------------------|
| IL Funds (US Bank) | \$ 3,881,915 | | | \$ 3,881,915 | 14% |
| Centrue Bank | | - | | - | 0% |
| First State Bank | | 14,500,000 | | 14,500,000 | 51% |
| LaSalle State Bank | | | 43,458 | 43,458 | 0% |
| Marseilles Bank | | 250,000 | | 250,000 | 1% |
| North Central Bank | | 100,000 | | 100,000 | 0% |
| Citizens First National | | | 7,138,568 | 7,138,568 | 25% |
| Peru Federal Savings | | | 2,527,326 | 2,527,326 | 9% |
| Total | \$ 3,881,915 | \$ 14,850,000 | \$ 9,709,351 | \$ 28,441,267 | 100% |



Weighted Average Maturity of CD's 179 Days



\$5,000 and Over Check Register

03/01/12 - 03/31/12

| Check Number | Check Date | Vendor Number | Payee | Check Amount | Description |
|--------------|------------|---------------|-------------------------------------|--------------|--|
| 522674 | 03/01/12 | 0001369 | Ameren Illinois | \$ 23,026.04 | Electricity (01/12/12-02/09/12) |
| 522707 | 03/01/12 | 0184108 | German-Bliss Equipment Inc. | 12,600.00 | Utility Vehicle |
| 522658 | 03/01/12 | 0000001 | Illinois Valley Community College | 100,339.89 | Federal & State Payroll Taxes (03/01/12) |
| 522667 | 03/01/12 | 0082897 | SURS | 51,709.44 | Payroll (03/01/12) |
| ACH | 03/01/12 | | VALIC Retirement Services | 17,149.55 | 403(b) & 457(b)Payroll (03/01/12) |
| 522790 | 03/09/12 | 0108916 | CCIC | 276,263.13 | Health Insurance (March) |
| 522825 | 03/09/12 | 0079038 | IVCC Student Activity | 7,790.00 | Scholarship Awards(Project Success) |
| 522864 | 03/09/12 | 0001104 | Sauk Valley Community College | 27,876.16 | Tuition (DWC) |
| 522885 | 03/09/12 | 0096904 | The Higher Learning Commission | 5,900.00 | AQIP Strategy Forum Base Fee |
| 522887 | 03/09/12 | 0182943 | Vernier Software & Technology | 7,838.56 | Chemistry Instructional Supplies |
| 523002 | 03/15/12 | 0184871 | Chubb | 9,375.62 | Camera Repairs -Security Video Surveillance System |
| 522946 | 03/15/12 | 0140900 | CollegeNET, Inc. | 6,493.50 | R25 Annual Fees |
| 522972 | 03/15/12 | 0041932 | IVCC Tuition | 6,277.56 | Veteran Rehabilitation Awards |
| 523065 | 03/15/12 | 0000001 | Illinois Valley Community College | 104,040.07 | Federal & State Payroll Taxes (03/15/12) |
| 523074 | 03/15/12 | 0082897 | SURS | 52,609.96 | Payroll (03/15/12) |
| 523017 | 03/15/12 | 0066555 | United States Postal Service | 6,000.00 | Reimburse Postage Meter |
| ACH | 03/15/12 | | VALIC Retirement Services | 16,010.08 | 403(b) & 457(b)Payroll (03/15/12) |
| 523082 | 03/22/12 | 0185515 | Ameresco, Inc. | 40,000.00 | Consulting: Wind Turbine Construction Feasibility Study |
| 523086 | 03/22/12 | 0126547 | Basalay, Cary, & Alstadt Architects | 28,884.77 | Ceiling & Lighting Replacement*, Replace Panic Door Hardware*, Restroom Modification PH2*, Modify Access/Music Room*, Feeder Wire D & E* |
| 523184 | 03/22/12 | 0054880 | CCCSE | 7,545.00 | Membership Fee |
| 523099 | 03/22/12 | 0169822 | Constellation NewEnergy - Gas | 14,055.70 | Natural Gas (02/01/12 - 02/29/12) |
| 523137 | 03/22/12 | 0089267 | JB Contracting Corporation | 169,891.20 | Feeder Wire D & E* |
| 523186 | 03/22/12 | 0001927 | Walter J Zukowski & Associates | 16,930.50 | Legal Services |
| 523330 | 03/29/12 | 0001420 | Advanced Technologies Consultants | 204,974.00 | Wind Energy Trainers (USDA Rural Development Grant & SBA Earmark Grant) |
| 523351 | 03/29/12 | 0000001 | Illinois Valley Community College | 103,581.78 | Federal & State Payroll Taxes (03/29/12) |
| 523357 | 03/29/12 | 0082897 | SURS | 52,736.21 | Payroll (03/29/12) |
| ACH | 03/29/12 | | VALIC Retirement Services | 16,254.82 | 403(b) & 457(b)Payroll (03/29/12) |

\$ 1,386,153.54

*Protection, Health, & Safety (PHS) Projects

Stipends for Pay Period Ending 03/10/12

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|---------------------------|-------------------------------|------------|----------|---------------|------------|------------|----------------|--------------|--------------------------------|------------------------|
| Baker, Kathryn June | Microsoft Excel Level 1 | 02/10/12 | 03/10/12 | 03/10/12 | ST | \$420.00 | 14110394151320 | CEX-4115-602 | Microsoft Excel 2010 [level 1] | |
| Blaydes, Christine Ann | ALH-1214-303 | 03/07/12 | 05/19/12 | 05/19/12 | ST | \$3,008.00 | 11420730051340 | ALH-1214-303 | Certified Nursing Assistant | Covering for K Jakubek |
| Bouxsein, Gloria J | ALH 1214-302,303,304 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$4,422.00 | 11420730051320 | ALH-1214-302 | Certified Nursing Assistant | |
| Bray, Kristal A | ALH 1214-06 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$2,796.50 | 11420730051320 | ALH-1214-06 | Certified Nursing Assistant | |
| Burkon, Lukas | Head Men's Tennis Coach | 03/01/12 | 05/15/12 | 05/19/12 | ST | \$5,916.00 | 56430360851900 | | | |
| Caley Opsal, Susan Mary | NSF Grant Activities FY12 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$1,920.00 | 61320183751900 | | | |
| Church, Brian D | Extension Site Coordinator | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$300.00 | 11120116051900 | | | |
| Cinotte, Patrick V | Head Women's Basketball Coach | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$8,454.00 | 56430360351900 | | | |
| Coffman, David | HLR-5110-303 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$68.00 | 14110394151320 | HLR-5110-303 | Guitar for Busy Adults | |
| Deal, Constance L | Violin Lessons / 16 | 01/23/12 | 03/06/12 | 03/10/12 | ST | \$464.96 | 11120650051320 | MUP-2023-01 | Applied Music: Violin | |
| Dzurisin, Juliana Mae | ALH 1214-302 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$2,796.50 | 11420730051320 | ALH-1214-302 | Certified Nursing Assistant | |
| Engstrom, Norman Bruce | Voice Lessons / 28 | 01/12/12 | 03/10/12 | 03/10/12 | ST | \$896.00 | 11120650051340 | | | |
| Fesperman, Jeffrey Norris | GEG 1004-01 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$960.00 | 11120570051340 | GEG-1004-01 | World Region Geography | |
| Freed, Timothy Daniel | HLR-3412-302 | 02/29/12 | 03/10/12 | 03/10/12 | ST | \$105.00 | 14110394151320 | HLR-3412-302 | Fish Volume II | |
| Fryxell, David William | Bass Lessons / 12 | 01/09/12 | 02/02/12 | 02/02/12 | ST | \$362.76 | 11120650051320 | MUP-2043-01 | Applied Music: Bass | |
| Gibson, James A | NSF Grant Activities FY12 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$1,920.00 | 61320183751900 | | | |
| Grebner, Barbara Eugenia | ALH 1214-304 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$2,796.50 | 11420730051320 | ALH-1214-304 | Certified Nursing Assistant | |
| Hackler, Bernard A | WLD Series 22 / Multi Preps | 03/10/12 | 05/19/12 | 05/19/12 | ST | \$1,785.00 | 11320410051320 | WLD-1202-22 | Stick,Plate,Vert Up Arc Weld | |
| Hartford, Carmen Nichole | Open Lab Instructor | 03/06/12 | 03/10/12 | 03/10/12 | ST | \$184.45 | 11120570051320 | | | |
| Haywood, Virjean Louise | Extension Site Coordinator | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$300.00 | 11120116051900 | | | |
| Jakupcak, Joseph M | Extension Site Coordinator | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$300.00 | 11120116051900 | | | |
| Koehler, Richard A | CDV-6000-02 | 03/07/12 | 03/10/12 | 03/10/12 | ST | \$150.00 | 14110394251320 | CDV-6000-02 | LaSalle Co Driver Improvement | LaSalle County # 803 |
| Koehler, Richard A | Mileage Reimbursement | 02/18/12 | 03/10/12 | 03/10/12 | ST | \$55.50 | 14110394355212 | | | |
| Kowalski, Dena Louise | ALH 1250-301 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$2,380.00 | 11420730051320 | ALH-1250-301 | Principle/Practice Phlebotmy | |
| Lynch, Rose Marie | NSF Grant Activities FY12 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$1,920.00 | 61320183751900 | | | |
| Mahoney, James Joseph | WLD Series 321 / Multi Prep | 03/10/12 | 05/19/12 | 05/19/12 | ST | \$1,785.00 | 11320410051320 | WLD-1200-321 | Stick, Plate, Flat Arc Welding | |
| McBride, Melissa Kay | Score Clock | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$810.00 | 56430360351900 | | | |
| Mekeel, Ashley Marie | Piano Lessons / 21 | 02/27/12 | 03/07/12 | 03/10/12 | ST | \$585.69 | 11120650051320 | MUP-2005-01 | Applied Music: Piano | |
| Montgomery, D Gene | Oboe Lessons / 4 | 02/08/12 | 02/29/12 | 03/10/12 | ST | \$125.64 | 11120650051320 | MUP-2022-01 | Applied Music: Oboe | |
| Needs, George Frank | SDT-1203-01 | 03/10/12 | 05/19/12 | 05/19/12 | ST | \$595.00 | 11320410051320 | SDT-1203-01 | Job Seeking Skills | |
| Olesen, Jared Jeffrey | Mileage Reimbursement | 02/09/12 | 03/10/12 | 03/10/12 | ML | \$159.84 | 11120650055210 | | | |
| Olesen, Jared Jeffrey | Mileage Reimbursement | 02/09/12 | 03/10/12 | 03/10/12 | ML | \$480.08 | 11120650055210 | | | |
| Olesen, Jared Jeffrey | Mileage Reimbursement | 02/09/12 | 03/10/12 | 03/10/12 | ML | \$159.84 | 11120650055210 | | | |
| Panizzi, Gerald W | CDV-6000-02 | 02/25/12 | 03/10/12 | 03/10/12 | ST | \$375.00 | 14110394251320 | CDV-6000-02 | LaSalle Co Driver Improvement | #801 and #802 |
| Parisot, Theodore Paul | Intro to Word Press | 02/29/12 | 03/10/12 | 03/10/12 | ST | \$150.00 | 11120650051900 | | | |
| Perez, Dorene Marie | NSF Grant Activities FY12 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$1,920.00 | 61320183751900 | | | |
| Peterson, Delle Jeanne | Cello Lessons / 4 | 02/17/12 | 03/10/12 | 03/10/12 | ST | \$111.56 | 11120650051320 | MUP-2053-01 | Applied Music: Cello | |

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Stipends for Pay Period Ending 03/10/12

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|-------------------------|----------------------------|------------|----------|---------------|------------|-------------|----------------|--------------|--------------------------------|----------------------------|
| Pinter, Debra Lynn | ALH 1214-07 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$2,796.50 | 11420730051320 | ALH-1214-07 | Certified Nursing Assistant | |
| Pinter, Eric Neil | Score Clock | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$120.00 | 56430360351900 | | | |
| Prendergast, James M | Diagnostic Screening | 01/17/12 | 03/10/12 | 03/10/12 | ST | \$270.00 | 11120910051900 | | | 01/17, 01/19, 01/25, 02/01 |
| Ray, Darlene A | HLR-5211-602 | 02/18/12 | 03/10/12 | 03/10/12 | ST | \$60.00 | 14110394151320 | HLR-5211-602 | Garden Talk (starting Seeds in | |
| Ruda, Anthony J | Scoreboard | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$450.00 | 56430360251900 | | | |
| Schultz, Kim Ann | ALH 1214-604,605 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$5,593.00 | 11420730051320 | ALH-1214-604 | Certified Nursing Assistant | |
| Smith, Mary Theresa | HLR-2763-303 | 03/01/12 | 03/10/12 | 03/10/12 | ST | \$75.00 | 14110394151320 | HLR-2763-303 | Leather Wrap Bracelet | |
| Stevenson, Keith Howard | WHS-1202-300 | 02/14/12 | 03/10/12 | 03/10/12 | ST | \$150.00 | 11320410051320 | | | 02/14/12- 02/23/12 |
| Swett, Steven A | SFC 1000-03, 1000-80 | 03/10/12 | 05/19/12 | 05/19/12 | ST | \$1,708.00 | 11120910051320 | SFC-1000-03 | Strategies for College | |
| Treend, Gayle A | CEU-4611-03 | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$160.00 | 14110394151320 | CEU-4611-03 | Newbie's To Facebook | |
| Vesper, Kathy Ruth | ALH 1214-603, 604, 605 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$3,685.00 | 11420730051320 | ALH-1214-603 | Certified Nursing Assistant | |
| Vogl, Robert | Mileage Reimbursement | 02/11/12 | 03/10/12 | 03/10/12 | ST | \$150.96 | 14110394155210 | | | |
| Volker, Todd D | HLR-5433-632 | 02/08/12 | 03/10/12 | 03/10/12 | ST | \$75.00 | 14110394151320 | HLR-5433-632 | Native American, Settlers | |
| Wasmer, Susan Marie | ALH 1251-01 | 03/07/12 | 05/19/12 | 05/19/12 | RE | \$1,860.00 | 11420730051320 | ALH-1251-01 | Phlebotomy Practicum | |
| Yanek, Ray Michael | Extension Site Coordinator | 03/10/12 | 03/10/12 | 03/10/12 | ST | \$300.00 | 11120116051900 | | | |
| Total Stipends | | | | | | \$69,892.28 | | | | |

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Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran 3/16/12
 Dr. Jerry Corcoran
 President

*Earn Types
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend,
 ES=SURS Exempt Stipend, OV=Overload, VA=Vacation Payout,
 ML= Commuting Mileage
 MI=Miscellaneous, SS=Summer School

Stipend Report for Pay Period Ending 03/24/12

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|----------------------------|------------------------------|------------|----------|---------------|------------|------------|----------------|--------------|--------------------------------|--|
| Andree, Christopher D | Wld Series 24 | 03/10/12 | 05/05/12 | 05/05/12 | ST | \$1,785.00 | 11320410051320 | WLD-1200-24 | Stick, Plate, Flat Arc Welding | |
| Balzarini, Doreen J | CEX 1205 302 & 4021 302 | 02/07/12 | 03/24/12 | 03/24/12 | ST | \$525.00 | 14110394151320 | CEX-1205-302 | Which Tablet Meets Your Needs | |
| Bartholomew, Jeffrey Alex | Drum Lessons 16 | 02/17/12 | 03/16/12 | 03/24/12 | ST | \$446.26 | 11120650051320 | MUP-2025-01 | Applied Music: Drum Sets | |
| Bergsieker, David E | Meal Reimbursement | 03/15/12 | 03/24/12 | 03/24/12 | MI | \$13.46 | 11120651755212 | | | |
| Brolley, Vincent Depaul | Mileage Reimbursement | 02/10/12 | 03/24/12 | 03/24/12 | ML | \$33.30 | 11120650055210 | | | |
| Brolley, Vincent Depaul | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | Heloise: Renowned For Her Passion Unappreciated For Women in STEM: Progress and Challenges |
| Caley Opsal, Susan Mary | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | Gendered Cylons: Portrayals of Women in Science |
| Cook-Fesperman, Amanda | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | |
| Engstrom, Norman Bruce | Voice Lessons/ 16 | 01/23/12 | 03/21/12 | 03/24/12 | ST | \$512.00 | 11120650051340 | MUP-2001-01 | Applied Music- Vocal | |
| Ferguson, Judith June | ALH 1215-600 | 03/13/12 | 04/17/12 | 04/21/12 | RE | \$1,240.00 | 11420730051320 | ALH-1215-600 | Cert Nurs Assist Refresher | |
| Florentini, Jo Ellen | Garden Stepping Stone | 03/05/12 | 03/14/12 | 03/24/12 | ST | \$200.00 | 14110394151320 | HLR-2742-303 | Garden Stepping Stone Mosaic | |
| Foster, Christine M | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | Advanced Practice Nurses |
| Freed, Timothy Daniel | Taste Italy & Exploring Shri | 03/12/12 | 03/19/12 | 03/24/12 | ST | \$260.00 | 14110394151320 | HLR-3904-303 | Taste of Italy | |
| Fryxell, David William | Bass Lessons / 12 | 01/09/12 | 02/02/12 | 03/24/12 | ST | \$362.76 | 11120650051320 | MUP-2043-01 | Applied Music: Bass | |
| Fryxell, David William | Bass Lessons / 12 | 02/07/12 | 03/08/12 | 03/24/12 | ST | \$362.76 | 11120650051320 | MUP-2043-01 | Applied Music: Bass | |
| Gillio, Susan M | Meal Reimbursement | 03/15/12 | 03/24/12 | 03/24/12 | MI | \$8.96 | 11120650055212 | | | |
| Gillio, Susan M | Flute Lessons / 40 | 01/10/12 | 03/05/12 | 03/24/12 | ST | \$1,256.40 | 11120650051320 | MUP-2062-01 | Applied Music: Flute | |
| Herout, Kimberly Ruth | Meal Reimbursement | 03/15/12 | 03/24/12 | 03/24/12 | MI | \$8.80 | 11320410055211 | | | |
| Jagasia, Koshu Ghanshyam | Overload | 03/24/12 | 03/24/12 | 03/24/12 | OV | \$1,920.00 | 11120910051340 | ENG-1001-101 | English Composition I | |
| Johnson, Laura Elizabeth | Hot Glass Experience | 03/08/12 | 03/17/12 | 03/24/12 | ST | \$210.00 | 14110394151320 | HLR-2748-413 | Hot Glass Experience | |
| Keiser, Melissa L | Beginner Self Portrait | 03/10/12 | 03/17/12 | 03/24/12 | ST | \$200.00 | 14110394151320 | HLR-1106-03 | Beg. Portrait Drawing Workshop | |
| Koehler, Richard A | CDV-7000-02 | 03/10/12 | 03/24/12 | 03/24/12 | ST | \$150.00 | 14110394351320 | CDV-7000-02 | Bureau Co. Driver Improvement | #164 |
| Koehler, Richard A | CDV-6000-02 | 03/14/12 | 03/14/12 | 03/24/12 | ST | \$150.00 | 14110394251320 | CDV-6000-02 | LaSalle Co Driver Improvement | #804 |
| Krasnican, Mary Ellen | Food Service Refresher | 03/05/12 | 03/08/12 | 03/24/12 | ST | \$125.00 | 14110394151320 | CEU-1501-633 | Food Sanitation Recert | |
| Leadingham, Paul | WLD 1200-21 / 23 | 03/10/12 | 05/05/12 | 05/05/12 | ST | \$3,968.00 | 11320410051340 | WLD-1200-21 | Stick, Plate, Flat Arc Welding | |
| Leadingham, Paul | Welding Stainless Steel | 02/10/12 | 02/24/12 | 03/24/12 | ST | \$3,255.00 | 14210331051320 | CEU-5201-02 | Welding | Stainless Steel & AWS Certification |
| Linker-lafrenz, Cathleen M | Homestead Conference | 03/17/12 | 03/19/12 | 03/24/12 | ST | \$270.00 | 14110394151320 | HLR-5527-03 | Homesteading Conference | |
| Mahoney, James Joseph | WLD SERIES 301 MULTI PREP | 03/11/12 | 03/24/12 | 03/24/12 | ST | \$892.50 | 11320410051320 | WLD-1200-301 | Stick, Plate, Flat Arc Welding | |
| Mahoney, James Joseph | WLD Series 321 / Multi Prep | 03/11/12 | 05/05/12 | 05/05/12 | ST | \$1,487.50 | 11320410051320 | WLD-1200-321 | Stick, Plate, Flat Arc Welding | |
| Maurice, Jeanette A | Grant Activities | 07/01/11 | 03/12/12 | 03/24/12 | ST | \$1,000.00 | 61320183751900 | | | |

Stipend Report for Pay Period Ending 03/24/12

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| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|---------------------------|--------------------------------|------------|----------|---------------|------------|------------|----------------|--------------|---------------------------------|---|
| McConville, Drew Alien | Vacation Payout | 03/14/12 | 03/24/12 | 03/24/12 | VA | \$543.74 | 18710585051210 | | | |
| McGinnis, Richard | Homestead Conference | 03/17/12 | 03/24/12 | 03/24/12 | ST | \$75.00 | 14110394151320 | HLR-5527-03 | Homesteading Conference | |
| Merkel, Marlene Kay | Meal Reimbursement | 03/15/12 | 03/24/12 | 03/24/12 | MI | \$7.51 | 11120650055212 | | | |
| Montgomery, D Gene | Clarinet & Sax Lessons / 8 | 02/15/12 | 03/24/12 | 03/24/12 | ST | \$251.28 | 11120650051320 | MUP-2032-01 | Applied Music: Clarinet | |
| Morris, Tracy Lynn | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | A Women's Beauty |
| Nelson, Catherine Lee | ACT Test Preperation | 03/17/12 | 03/19/12 | 03/24/12 | ST | \$160.00 | 14110394151320 | YOU-3501-03 | ACT Test Preparation | |
| Niemann-Boehle, Deborah | Homestead Conference | 03/17/12 | 03/19/12 | 03/24/12 | ST | \$270.00 | 14110394151320 | HLR-5527-03 | Homesteading Conference | |
| Norris, Blanche L | Mileage Reimbursement | 01/12/12 | 03/24/12 | 03/24/12 | ML | \$111.00 | 14210331055212 | | | |
| Norris, Blanche L | Coaching Sessions James H | 01/12/12 | 03/15/12 | 03/24/12 | ST | \$500.00 | 14210331051320 | | | Sean Parks |
| Petersen, Bonnie S | HPE 1000-03 | 03/10/12 | 05/19/12 | 05/19/12 | ST | \$1,860.00 | 11120570051320 | HPE-1000-03 | Wellness | |
| Phillips, Michael Alan | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | Political Forum Illinois State 38th Dist Candidates |
| Pietrobonardo, Anna Marie | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | She-Speak & Related Implications |
| Radek, Kimberly M | Women's History Month | 03/19/12 | 03/24/12 | 03/24/12 | ST | \$62.50 | 18440184051900 | | | Importance of Representation: Tangled |
| Schomas, Jane Elizabeth | HLR 5108, 5102, 5115 | 02/09/12 | 03/15/12 | 03/24/12 | ST | \$995.00 | 14110394151320 | HLR-5108-402 | Wedding Reception Survival | Wedding Reception Survival Beginning Swing Dance |
| Smith, Mary Helen | Grant Activities | 07/01/11 | 03/12/12 | 03/24/12 | ST | \$500.00 | 61320183751900 | | | |
| Smith, Mary Theresa | HLR 2763-633 , 2763-313 | 03/08/12 | 03/15/12 | 03/24/12 | ST | \$150.00 | 14110394151320 | HLR-2763-633 | Leather Wrap Bracelet | |
| Smith, Sara E | CEU-1501-633 | 03/05/12 | 03/08/12 | 03/24/12 | ST | \$125.00 | 14110394151320 | CEU-1501-633 | Food Sanitation Recertification | Food Service 5 Hour Refresher |
| Sramek, Katherine Lynn | CSP-1210-300 | 03/07/12 | 05/19/12 | 05/19/12 | ST | \$250.00 | 11320410051320 | CSP-1210-300 | Bas Computer Skills Workplace | |
| Treend, Gayle A | CEU-4609-303 | 03/12/12 | 03/24/12 | 03/24/12 | ST | \$360.00 | 14110394151320 | CEU-4609-303 | Facebook for Business Marketing | |
| Whaley, Phillip | Trumpet & Trombone Lessons / 9 | 02/07/12 | 03/24/12 | 03/24/12 | ST | \$251.01 | 11120650051320 | MUP-2014-01 | Applied Music: Trumpet | |

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Conoran 4/10/12

Dr. Jerry Conoran
President

*Earntypes
RE = Regular, TF = Taxable Reimbursements,
ST/SG = Stipend, ES = SURS Exempt Stipend,
OV = Overload, VA = Vacation Payout, ML =
Commuting Mileage
MI = Miscellaneous, SS = Summer School

Bid Results – Exmark Lazer X Mower

Bids for an Exmark Lazer X Mower, with a trade-in of one (1) 2009 Exmark Mower currently owned by the College, were received and publicly opened on April 3, 2012. A summary of the bids received is shown below.

| Bidder | Exmark Lazer X Mower – Model: LZX980KC606 | Light Kit (Installed) | Total Price (Before Trade In) | Trade In | Total Net Cost to College (Total Less Trade In) |
|--|---|-----------------------|-------------------------------|------------|---|
| Martin Brothers Roanoke, IL | \$10,479.00 | \$249.00 | \$10,728.00 | \$3,828.00 | \$6,900.00 |
| Smith’s Sales & Service Peru, IL | \$10,479.00 | \$199.00 | \$10,678.00 | \$4,500.00 | \$6,178.00 |

Recommendation:

The administration recommends the Board accept the bid from Smith’s Sales and Service as the lowest, most responsible bid for an Exmark Lazer X Mower in the amount of \$6,178.00.