



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, April 16, 2013
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

Student Fall Demographic Profile

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

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
Employee Demographics Report

August

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

September

Protection, Health, and Safety Projects
Cash Farm Lease
Program Review Report
Approval of College Calendar (even years)
Student Accomplishments

October

Authorize Preparation of Levy
Audit Report
Update Key Performance Indicators
New Key Performance Indicators (every 3 years)
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 Dennis Thompson – Board Chair
 - 6.2 Jim Narczewski – Board Member
 - 6.3 Britney Burkart – Student Trustee
7. 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.
 - 7.1 Approval of Minutes – March 19, 2013 Board Meeting and April 1, 2013 Audit/Finance Committee Meeting (Pages 1- 9)
 - 7.2 Approval of Bills - \$1,268,692.01
 - 7.2.1 Education Fund - \$842,196.42
 - 7.2.2 Operations & Maintenance Fund - \$75,736.05
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$106,203.81
 - 7.2.4 Auxiliary Fund - \$27,380.00
 - 7.2.5 Restricted Fund - \$186,283.27
 - 7.2.6 Liability, Protection & Settlement Fund - \$30,892.46
 - 7.3 Treasurer’s Report (Pages 10-28)
 - 7.3.1 Financial Highlights (Pages 11-12)
 - 7.3.2 Balance Sheet (Pages 13-14)
 - 7.3.3 Summary of FY13 Budget by Fund (Page 15)
 - 7.3.4 Budget to Actual Comparison (Pages 16-23)
 - 7.3.5 Budget to Actual by Budget Officers (Page 24)
 - 7.3.6 Statement of Cash Flows (Page 25)
 - 7.3.7 Investment Status Report (Pages 26-27)
 - 7.3.8 Check Register - \$5,000 or more (Page 28)

- 7.4 Personnel - Stipends for Pay Periods Ending March 9, 2013 and March 23, 2013 (Pages 29-31)
8. President's Report
9. Committee Reports
10. Sabbatical Leave Requests (Pages 32-44)
 - 10.1 Amanda Cook Fesperman (Pages 33-38)
 - 10.2 Kim Radek (Pages 39-44)
11. Purchase Requests – CIC Phase 1 and 2 Technology Equipment (Pages 45-49)
12. Bid Results – Building C Boiler Room Upgrades (Page 50)
13. Property Tax Appeal Resolution – LaSalle Nuclear Power Station (Pages 51-53)
14. Items for Information (Pages 54-61)
 - 14.1 Staff Retirement – Cheryl Duke, Administrative Assistant I, Continuing Education (Page 54)
 - 14.2 Staff Retirement – Lolita M. Schmitz, Shipping & Receiving Assistant (Page 55)
 - 14.3 Staff Retirement – Mary Needham, Administrative Assistant I, Truck Driver Training (Page 56)
 - 14.4 Staff Retirement – Judy Meling, Utility Assistant, Part-time (Page 57)
 - 14.5 Staff Resignation – Gail Divan, Program Manager – Business and Workforce Development, Part-time (Page 58)
 - 14.6 Government Finance Officers Association – IVCC Distinguished Budget Presentation Award (Page 59)
 - 14.7 Requests for Proposal and Bids – Beverage Services, Food Vending Machines, and Asphalt Pavement Repair (Page 60)
 - 14.8 Lanny Slevin – Thank You (Page 61)
15. Trustee Comment
16. 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.
17. Employee Honorable Dismissal
18. Employee Termination
19. Closed Session Minutes – March 19, 2013
20. Other
21. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
March 19, 2013

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, March 19, 2013 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Larry D. Huffman, Secretary
Michael C. Driscoll
David O. Mallery
James A. Narczewski
Everett J. Solon
Britney Burkart, Student Trustee

Members Present Telephonically: Melissa M. Olivero, Vice Chair

Members Absent:

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

MOMENT OF SILENCE

Dr. Corcoran led a moment of silence in memory of Bob Mueller, who taught English at LPO and IVCC for 38 years and passed away on March 5, 2013.

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 – ENROLLMENT, RECRUITMENT, AND FINANCIAL AID

Mark Grzybowski, Director of Admissions and Records and Patty Williamson, Director of Financial Aid highlighted some of the efforts that have been made in Enrollment, Recruitment, and Financial Aid through the formation of the Enrollment Task Force. The admissions personnel have increased their presence in the community by conducting special promotional

events. A Social Media Marketing Committee has been organized to reach out and engage students through IVCC social media sites. A prospective-student-tracking process has been created to simplify the application process for students by breaking it down into smaller and more manageable steps. Work on retaining Early Entry to College (E²C) students through personalized acceptance letters, promoting IVCC as a viable option for continuing their education, and highlighting cost savings by attending IVCC and transferring their coursework are all initiatives to increase enrollment. A webpage devoted solely to cost savings for students by attending IVCC was developed. Financial Aid has been tracking funding issues and the affect it has on IVCC students. Student communication for financial aid issues has been increased through the use of emails, postcards, and newsletters. The creation of FAFSA Fridays (financial aid application assistance), increased usability of the WebAdvisor system, and Financial Aid newsletters have been developed to assist students in tracking their financial aid progress. A financial aid extension contract has been developed to help late decision-makers enroll. In regard to the Pell Grant, for two summers the government instituted a second PELL grant but that ended this past summer and IVCC saw a significant drop in summer enrollment. The fall and spring semesters have been stable.

CONSENT AGENDA

It was moved by Dr. Huffman and seconded by Ms. Burkart 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 7, 2013 Special Board Meeting and February 19, 2013 Board Meeting

Approval of the Bills - \$1,321,664.11

Education Fund - \$949,599.78; Operations and Maintenance Fund - \$138,323.94; Operations & Maintenance (Restricted Fund) - \$123,330.40; Auxiliary Fund - \$45,667.47; Restricted Fund - \$37,709.07; and Liability, Protection and Settlement Fund - \$27,033.45

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending February 9, 2013 and February 23, 2013

PRESIDENT'S REPORT

Dr. Corcoran reported the construction of the Community Technology Center continues to move along as planned. Mechanical/electrical/plumbing insulation and painting is in progress. Some of the first floor drywall will be completed soon, and stairwell framing and light installation has begun. Geothermal pumps 1 & 2 start-ups took place on March 18, boilers and boiler pumps start-ups are scheduled for March 29, and water source heat pump start-up will occur around April 1. On the east campus, the addition to the auto and welding facility is progressing nicely and the new maintenance building is ready for occupancy—in fact, the contractor is waiting on the weather to move forward with adding gravel to the driveway and then maintenance will

begin moving in. The circle drive drop-off area will close around April 1. The March 8th Career Day Expo held at IVCC was a terrific success. This program benefits hundreds of students in the area thanks to the partnership that exists between the College and Starved Rock Associates for Vocational and Technical Education, Illinois Valley Building and Construction Trades Council, and the Illinois Valley Labor Management Committee. Dr. Corcoran thanked Danielle Stoddard and IVCC's partners in education (Jeannette Maurice and Mary Stouffer both from SRAVTE) on a job well done. Chris Herman has advised Dr. Corcoran that the FY12 performance report for Project Success has been received and his staff did an outstanding job of meeting all performance objectives such as persistence rate (81%), good academic standing (88%), graduation (56%) and transfer rates (59%). Overall, 162 participants were well served which places IVCC in a great position for all future grant-writing competition. Cynthia Cardosi, Diane Scoma, Theresa Bowen and Mr. Herman were commended for their hard work on behalf of our Project Success students. Marianne Dzik advised Dr. Corcoran of several updates within the English, Math and Education division:

- Students from the Honors Program and Sigma Kappa Delta along with sponsors Kim Radek, Nora Villarreal, and Adam Oldaker attended the play JULIUS CEASAR at the Chicago Shakespeare Theater on February 27.
- Cindy Schultz was in charge of organizing the region's high school math competition held at IVCC on February 23. Seven high schools and approximately 180 students participated. IVCC faculty and calculus students assisted.
- On March 1, the English Department hosted the annual Writing Competition. Randy Rambo chaired this event and was assisted by English instructors. Six high schools participated with 15 students taking part in the essay competition and 16 students in the journalism competition.

The February 23rd Irish Night program was a success thanks to Fran Brolley, Donna Swiskoski and Sue Monroe. The feedback from those in attendance was fabulous. Dr. Corcoran thanked those who supported the IVCC Foundation's top annual fund-raising event. And finally, both IVCC's women's and men's basketball teams had very successful seasons. The Lady Eagles ended with a 22 – 9 record and Arnisha Thomas was named Arrowhead Conference MVP. The men's record was 18 – 11 and Alec Schwab was a National Junior College Athletic Association All-American nominee. Dr. Corcoran congratulated Coaches Cinotte and Canale and their assistants on their ability to recruit locally and win consistently.

COMMITTEE REPORTS

Dr. Huffman indicated the Audit/Finance Committee meeting will be held on Monday, April 1 at 5:30 p.m. in the Board Room.

Mr. Mallery attended the ICCTA Board of Representatives meeting held in Lombard on March 8 and 9. He noted some community colleges are raising tuition and using it to offset capital improvements. Lake County has looked into a variable rate on tuition and is concentrating on high cost programs. Kaskaskia indicated that 70 percent of the high school students in their district who attend college choose Kaskaskia. Spoon River keeps their tuition at 1/3 of Western Illinois University's tuition. ICCTA is raising their dues by 2 percent largely due to the City

Colleges refusing to pay their dues. ICCTA also approved a loan to the Presidents Council to continue their operations and meetings. The Governor has recommended a 6.1 percent decrease in state community college funding in FY2014. In regard to the Affordable Care Act, a labor group from Oakton College presented their case and believes some colleges are acting too soon in reducing part-time faculty loads. The IRS is having a meeting on April 23 on the look-back period. The deadline date for the nomination of ICCTA awards (Paul Simon Student Essay Contest, Outstanding Full-time Faculty, Outstanding Part-time Faculty, and Business/Industry Partnership) is Friday, March 29, 2013. Monetary Award Program (MAP) applications were suspended on March 1. The Illinois Student Assistance Commission reported a waiting list of 170,000 students for MAP grants. The strategy is to continue lobbying for MAP by sharing stories of people, case by case. Mr. Mallery reviewed legislative issues that were discussed at the meeting. HB 943 and SB1692 deals with FOIA requests, which would include foundations and athletic programs. ICCTA was opposed to these bills because of the impact it would place on the foundations and athletic programs. There are two bills in regard to the back-door referendum which will reduce the required signatures from 10 percent of the voting population to 5 percent. This could make it easier for someone to collect the appropriate number of signatures to require a referendum. HB 2746 deals with a property tax freeze for three years. Property tax freezes are tied to the state university retirement. ICCTA opposes this bill. ICCTA has proposed a better solution for the pension plan. SURS has adopted and agreed to a pension proposal which Mr. Mallery distributed. The plan is a stand-alone plan and would meet the goal of the State. The State would be completely relieved of its funding for the pension plan. Some legislators believe this would be a diminishment of benefits and would not pass the constitutionality test. Dr. Huffman would like to see 10 to 12 years of fazing in for the college to pick up the funding responsibility. He would propose consideration of giving the community college the ability to levy a tax for the purpose of funding the pension plan. Lobby Day is May 1 in Springfield.

PURCHASE REQUEST – LATERAL FILE CABINETS FOR COMMUNITY TECHNOLOGY CENTER

It was moved by Dr. Huffman and seconded by Dr. Driscoll to authorize the purchase of lateral file cabinets for Phase 1 of the Community Instructional Center from Henricksen, through the Illinois Public Higher Education Cooperative, at a cost of \$14,498.36. Motion passed by voice vote.

2013 ICCTA OUTSTANDING FACULTY AWARD NOMINATION – ABHIJEET BHATTACHARYA

It was moved Mr. Solon and seconded by Mr. Mallery to nominate Abhijeet Bhattacharya, Economics Instructor and the 2013 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.

2013 ICCTA OUTSTANDING PART-TIME FACULTY MEMBER AWARD NOMINATION – CATHI NELSON

It was moved by Dr. Huffman and seconded by Ms. Burkart to nominate Cathi Nelson, Part-time Instructor and Peer Tutoring Coordinator, for the Illinois Community College Trustees Association's Outstanding Part-time Faculty Member Award. Motion passed by voice vote.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Mr. Narczewski and seconded by Dr. Huffman to convene a closed session at 8:08 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.

After a short break, the Board entered closed session at 8:13 p.m. On a motion by Dr. Huffman and seconded by Dr. Driscoll, the regular meeting resumed at 9:21 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Mr. Mallery and seconded by Dr. Huffman to approve and retain the amended closed session minutes of the February 19, 2013 meeting. Motion passed by voice vote.

OTHER

At the January meeting a concern regarding the possibility of having armed security at the College by a majority of the staff at a staff in-service was discussed. The administration discussed this with the Student Government Association and met with G4S. One option, instead of armed security, would be to have security officers trained in the use of tasers and pepper spray on two shifts which would cost an additional \$25,000 per year. One armed security officer on campus, five days per week, two shifts would be an additional \$84,000 a year. LaSalle-Peru Township High School has an armed LaSalle police officer on campus who serves as a resource officer, working with students that need direction. Jim Narczewski noted that having armed security does not guarantee that lives will be saved, but it may make people feel better.

ADJOURNMENT

It was moved by Mr. Solon, seconded by Ms. Burkart, and carried unanimously to adjourn the meeting at 9:28 p.m.

Dennis N. Thompson, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
April 1, 2013

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Monday, April 1, 2013 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
Patrick Berry, Controller

The meeting was called to order at 5:30 p.m. by Dr. Huffman.

SABBATICAL LEAVE REQUEST

Amanda Cook Fesperman is requesting a full-year sabbatical leave at half-pay for the 2013-2014 academic year. Three sabbatical requests were received, but only two were received by the deadline. This request is unusual in that she had already been granted a previous sabbatical in 2007-2008 and she is requesting a second sabbatical sooner than the typical six-year interval. The current faculty contract states that "A faculty member is eligible for consideration for leave after the sixth consecutive full year of service. Special consideration will be given to granting an out-of-sequence leave to a faculty member enrolled in a doctoral program who may require such a leave to complete residency requirements. Faculty with thirty (30) semester hours of non-traditional teaching will be credited with one year toward sabbatical leave. Examples of non-traditional teachings include summer; weekend; evening extension centers; and classes in compressed, on-line, and blended formats." Amanda has 72 hours of non-traditional teaching since 2008. Her first sabbatical was for the purpose of working on a PhD and she needed to take a full year of course work over the two semesters. Her current sabbatical request will allow her to complete her doctoral work. She has completed a great deal of research for her doctoral and is sharing this information in her classes now. The projected savings to the College for the 2013-2014 academic year will be between \$25-30,000 by using part-time faculty or other full-time faculty at the part-time or overload rate to cover Amanda's classes. The Audit/Finance committee members supported Amanda Fesperman's sabbatical leave request and the request will move forward to the full Board for approval.

**PURCHASE REQUEST – COMMUNITY INSTRUCTIONAL CENTER PROJECT
PHASE 1 AND 2 TECHNOLOGY EQUIPMENT**

The Committee received a list of technology equipment to be purchased for the Community Instructional Center project Phases 1 and 2. This equipment goes beyond the classroom technology equipment that was presented by Sue Isermann at the February board meeting. This

will include networking, phone system, and equipment for the meeting rooms. Funding for this equipment will come from the Information Technology fund balance and the Student Technology fund balance. By combining the CTC equipment with the east campus equipment, the administration believes they could receive a better price. Cheryl Roelfsema provided an update on the CIC Project change orders and technology budget. For Phase 1 the contingency was \$1,056,900 minus the approved change orders (\$85,574) as of March 4, 2013, leaving a balance of \$971,326. The Phase 2 contingency was \$471,039 minus the approved change orders (\$38,454) as of March 4, 2013 leaving a balance of \$432,585. The CIC budget included \$1,000,000 for furniture, fixtures, and equipment. This budget was inadequate to include all the technology and furniture so the capital campaign was started to fund the educational lab equipment and the smart classroom technology. The IT fund balance was \$818,821 as of June 30, 2012. In September 2012, the Board authorized using \$318,636 for the SQL Migration Project. With the \$405,604 being requested for the CIC project, the remaining fund balance will be \$94,581. The student technology fund balance as of June 20, 2012 was \$333,096. Smart room technology clearly fits the parameters of the student technology fund. The fund balance after the CIC project purchase will be \$168,746. If the furniture for the project is less than \$1,000,000 any remaining funds would be used for technology and the withdrawal from the student technology funds would be reduced. It was suggested that Dr. Corcoran send this information to the other board members.

FY2014 AND FY2013 OPERATING BUDGET UPDATE

With the revenues being estimated and the requests from all the budget officers submitted, the operating budget has a deficit of \$900,000. This is just a starting point for the FY14 operating budget. The total operating revenues are expected to be \$20,700,000. This is \$168,000, or .08 percent, greater than FY13 budgeted revenues. Local revenues are expected to decrease by 2.1 percent and the state revenues by 6.6 percent. The Illinois Veterans Grant has been cut. Revenues from tuition are expected to increase by 6.7 percent. This includes a 2 percent credit hour decrease and an increase in tuition. Expenditures are 4 percent over budget. The \$100,000 contingency was eliminated for FY2014. By eliminating the contingency there would another \$100,000 that could be used toward contract services or travel and development. This is a conservative measure but a way to meet as many needs as possible. If something should happen, the expense would be taken out of fund balances and the fund balances would still be in line with the state and local guidelines. Dr. Corcoran was pleased with the response from Tracy Morris and Tommy Canale in reducing athletic tuition waivers which will result in an immediate savings to Fund 1 in FY2014 and doubling the amount in FY2015. They have also identified a savings in Fund 5 and this will mitigate the support from the College Bookstore. To arrive at a balanced budget, the Budget Council is considering the following: prioritization of personnel vacancies, addition of new strategic growth area positions, elimination of nonessential positions, increase in professional development opportunities, inflation factor of 2 percent and an increase in salary and wages of 3 percent, capital equipment requests, and a reduction in athletic waivers. The current fiscal year is close to budget and is being closely monitored. If there is an opportunity to purchase equipment for next year, it will be funded in the current year to utilize any potential surplus.

AFFORDABLE CARE ACT IMPLEMENTATION – LOOK-BACK PERIOD

The Affordable Care Act allows employers to apply different look-back periods for different classes of employees. The importance of the look-back period determines the stability period that the College has to offer health insurance to full-time employees. The administration is considering a 12 month look-back period. This can be changed in the future. The collective bargaining units do not need a look-back period. Only full-time employees are allowed in the units, so there is no uncertainty of status in this class. Salaried employees, including part-time faculty will have a 12 month look-back period to determine full-time status. Any employee working more than 1,560 hours in calendar year 2013 will be eligible for insurance for all of 2014. A 12 month look-back period will allow for some scheduling flexibility and enough time to adjust schedules to remain in compliance with the Act. Hourly employees will also use a 12 month look-back period to determine full-time status. Any employee working more than 1,560 hours in calendar year 2013 will be eligible for insurance for all of 2014. This will allow the College to increase hours during peak times and decrease hours during slower times to meet the needs of the students while remaining compliant with the Act. Part-time hourly employees will be capped at 1,450 hours per year. Part-time faculty will be limited to nine credit hours per semester and this will still allow them to teach a limited number of Continuing Education classes or perform program coordinator duties. This will be monitored closely at the supervisory level. Until IVCC receives an official ruling, it will use these calculations.

HIGH DEDUCTIBLE INSURANCE PLAN

Pat Berry, Glenna Jones, and Cheryl Roelfsema have worked with Steve Bushue, consultant for the Community College Insurance Consortium, to provide an affordable health insurance option under the Affordable Care Act and to reduce health insurance costs. This option is a High Deductible Health Plan which could be offered to IVCC employees starting January 1, 2014 along with the two plans currently in place. The proposal would include a \$2,000 deductible for an individual plan and a \$4,000 deductible for a family plan. The plan for in-network charges pays 90 percent after the deductible is met and for the out-of-network charges, the plan pays 70 percent after the deductible is met. This could be a savings of \$2,834 for employee only plan, \$5,724 for employee plus one, and \$7,130 for the family plan. These are preliminary numbers and on the conservative side. A Health Savings Account works hand in hand with a High Deductible Health Plan. Suggested College contributions to the employee Health Savings Account, based on a formula that includes the annual premium savings would be: Employee (\$2,000), Employee plus one (\$3,000), and Family (\$5,000). This is modeled from colleges in the Insurance Consortium that have a High Deductible Plan in place. The College will realize a substantial savings, also. This is a big decision for the employees. Mr. Bushue plans to provide sessions for employees before summer. It was suggested to provide case studies for the employees as to how they will save money with this plan. The Audit/Finance Committee agreed that it is well worth pursuing. The final decision will be a Board action.

OTHER

The City of Granville would like to establish a TIF district in its downtown area and property south of Route 71 for retail. The first meeting of the Joint Board of Review was held. Every taxing body involved was invited to attend. Only three were in attendance – the mayor, an at-large member, and Cheryl Roelfsema, representing IVCC. There is no intergovernmental agreement with the college. Cheryl has spoken to the Granville Mayor regarding an

intergovernmental agreement and would like to continue to work with him in considering such an agreement similar to those the College has in place now with other cities. It is not a large monetary amount, but it is the principle that we have intergovernmental agreements with other municipalities. The Audit/Finance Committee was in agreement to pursue this issue.

ADJOURNMENT

The meeting adjourned at 6:12 p.m.

Larry D. Huffman
Audit/Finance Committee Chair

Dennis N. Thompson, Board Chair

Larry D. Huffman, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MARCH 2013

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

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – March 2013

Revenues

- As of March 29, the headcount for spring semester is 4,476, which is 210 students less than at this same point in time last year. Credit hours are at 33,693, which is 2,867, or 7.84 percent, less than one year ago. A ten percent decrease in credit hours was budgeted for fiscal year 2013. The following table compares midterm credit hours by semester for FY2012 and FY2013:

Term	FY2012	FY2013	% Change
Summer	9,977	7,116	(28.7)
Fall	40,413	36,723	(9.13)
Spring	37,187	34,262	(7.87)
Total	87,577	78,101	(10.82)

- The LaSalle County Board of Review has announced their decision on most of the property tax appeals that could result in a change in assessed valuation of \$100,000 or more. For IVCC's district, there were appeals on 38 properties asking for a reduction of \$291,192,341 in assessed valuation. The Board of Review decisions to date resulted in a decrease in assessed valuation of \$18,165,214. The largest of the appeals was the LaSalle Generating Plant. On March 8, the LaSalle County Board of Review confirmed the assessor's valuation of the LaSalle Generating Plant at \$488,250,000. This was a decrease of \$15,750,000 from 2011. Exelon argued that the value of the LaSalle plant was \$225,000,000.
- The State of Illinois Base Operating Grant and Equalization Grant have been paid for July, August, and September. The first FY2013 adult education grant payments were received in March for the month of July.

Expenditures

Some of the more significant variances in expenditures for the nine months ending March 31, 2013 include the following:

- Fund 01 – Education Fund – Instruction – Capital Outlay – includes the purchase of the Hampden Home Efficiency Auditor Training Facility approved at the July 2012 board meeting, which has been reimbursed through the capital campaign;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$25,245 of maintenance support for IBM equipment, \$199,875 for Ellucian (formerly Datatel) support, \$11,250 for Blackboard support, \$25,075 for the Marquis Energy Ethanol Plant appraisal, and \$157,416 in legal fees;

- Fund 06 – Restricted Purposes Fund – Public Service - Dislocated Workers Center funding exceeds budget for clients’ expenses, such as tuition and travel, due to increased funding.

Protection, Health & Safety Projects in progress:

- Restroom Renovations Phase II – Building B restroom plumbing rough-in is complete; wall framing is at 95 percent complete;
- Building C Boiler Room Upgrades – recommending bid from John’s Service and Sales of \$437,000 be accepted;
- Facility Door Hardware/Rekeying Upgrades, Exterior Egress Concrete Replacement, and Cultural Center Stage Upgrade – scheduled to be bid in April 2013.

Other Projects:

- Community Instructional Center Project – (substantial completion September 15, 2013) project is on schedule. A tentative work schedule follows:

Site work	Landscaping around the CTC and relocation of the circle drive will start April 15 as weather permits.
CTC – building shell	Zinc panel and Trespa installation continues as weather permits.
CTC – 1 st Floor	Lights and sprinkler heads to be complete by April 12; ceiling grid installation in progress; kitchen flooring to start April 8 and kitchen equipment will be installed the week of April 22.
CTC – 2 nd Floor	Ceiling tile installation to start April 22; flooring installation to start April 29.
CTC – Equipment Start-up	The water source heat pumps and IU (indoor units) start up is in progress; hydronic balancing will start April 8; DOAS (outside air source) start up is scheduled for April 11; and air balancing will start April 11.
CIC – Phase 2	Maintenance Building – punch list items are being completed. East Addition – roof panel and wall panel installation in progress. West Addition – footings are poured; starting on foundation.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 March 31, 2013

	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	\$ 3,086,039	\$ 1,857,194	\$ 354,904	\$ 336,780	\$ 480,981	\$ -	\$ -	\$ 6,115,898
Investments	2,476,578	16,320,615	500,000	1,200,000	-			20,497,193
Receivables								
Property taxes	7,904,725	1,877,976	1,262,083					11,044,784
Governmental claims	-	182,713			2,265			184,978
Tuition and fees	382,423	-		1,266				383,689
Due from other funds	966,717	5,175	3,704	997,487	-	-	-	1,973,083
Bookstore inventories				643,513				643,513
Other assets	17,695	59,088	-	8,120	-	-		84,903
Fixed assets - net where applicable				27,614		60,560,483		60,588,097
Other debits								
Amount available in Debt Service Fund							2,120,691	2,120,691
Amount to be provided to retire debt							2,879,309	2,879,309
Total Assets and Other Debits	<u>\$ 14,834,177</u>	<u>\$ 20,302,761</u>	<u>\$ 2,120,691</u>	<u>\$ 3,214,780</u>	<u>\$ 483,246</u>	<u>\$ 60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 106,516,138</u>

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 March 31, 2013

	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	\$ 48,334	\$ 4,608	\$ -	\$ 6,112	\$ 1,174	\$ -	\$ -	\$ 60,228
Accrued salaries & benefits	1,114,076	4,882	-	12,698	-	-	-	1,131,656
Post-retirement benefits & other	115,480	87,870	75,000	-	-	-	-	278,350
Unclaimed property	2,270	401	-	-	41	-	-	2,712
Due to other funds	-	1,224,527	-	-	748,556	-	-	1,973,083
Due to student groups/deposits	(61)	-	-	-	(266,525)	-	-	(266,586)
Deferred revenue	-	-	-	-	-	-	-	-
Property taxes	3,952,363	938,989	631,043	-	-	-	-	5,522,395
Tuition and fees	106,786	-	-	-	-	-	-	106,786
Grants	-	-	-	-	-	-	-	-
Bonds payable	-	-	-	-	-	-	5,000,000	5,000,000
Total liabilities	<u>5,339,248</u>	<u>2,261,277</u>	<u>706,043</u>	<u>18,810</u>	<u>483,246</u>	<u>-</u>	<u>5,000,000</u>	<u>13,808,624</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	60,560,483	-	60,560,483
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	3,195,970	-	-	-	3,195,970
Fund balance	-	-	-	-	-	-	-	-
Reserved for grant purposes	-	(457,286)	-	-	-	-	-	(457,286)
Reserved for building purposes	-	9,354,551	-	-	-	-	-	9,354,551
Reserved for debt service	-	-	1,414,648	-	-	-	-	1,414,648
Reserved for Liab., Prot., Sett.	-	4,440,848	-	-	-	-	-	4,440,848
Unreserved	9,494,929	4,703,371	-	-	-	-	-	14,198,300
Total equity and other credits	<u>9,494,929</u>	<u>18,041,484</u>	<u>1,414,648</u>	<u>3,195,970</u>	<u>-</u>	<u>60,560,483</u>	<u>-</u>	<u>92,707,514</u>
Total Liabilities, Equity and Other Credits	<u>\$14,834,177</u>	<u>\$20,302,761</u>	<u>\$ 2,120,691</u>	<u>\$ 3,214,780</u>	<u>\$ 483,246</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 106,516,138</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 2013 Revenues & Expenditures by Fund
 Nine Months Ended March 31, 2013

	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	\$ 15,770,183	\$ 2,347,902	\$ 4,887,600	\$ 1,256,999	\$ 17,383	\$ 2,278,174	\$ 6,463,600	\$ 281,361	\$ 34,273	\$ 33,337,475
Actual Expenditures	(14,196,181)	(1,650,192)	(6,149,273)	(1,216,465)	-	(2,409,677)	(7,103,163)	(636,765)	(34,050)	(33,395,766)
Other Financing Sources (Uses)	(22,291)	-	-	-	-	61,364	37,291	-	-	76,364
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	1,551,711	697,710	(1,261,673)	40,534	17,383	(70,139)	(602,272)	(355,404)	223	18,073
Fund balances July 1, 2012	4,676,192	2,569,316	10,616,224	1,374,114	4,655,537	3,266,109	144,986	4,796,252	30,228	32,128,958
Fund balances March 31, 2013	<u>\$ 6,227,903</u>	<u>\$ 3,267,026</u>	<u>\$ 9,354,551</u>	<u>\$ 1,414,648</u>	<u>\$ 4,672,920</u>	<u>\$ 3,195,970</u>	<u>\$ (457,286)</u>	<u>\$ 4,440,848</u>	<u>\$ 30,451</u>	<u>\$ 32,147,031</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,611,055	\$ 6,610,935	100.0%	\$ 6,600,072	98.9%	\$ 6,671,791
Corporate Personal Property Replacement Tax	878,840	392,861	44.7%	457,913	38.5%	1,190,000
TIF Revenues	381,000	376,909	98.9%	293,435	81.5%	360,000
Total Local Government	<u>7,870,895</u>	<u>7,380,705</u>	93.8%	<u>7,351,420</u>	89.4%	<u>8,221,791</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	482,645	25.1%	926,057	52.5%	1,765,157
Equalization	133,618	31,505	23.6%	70,987	52.1%	136,345
Career/Technical Education Formula Grant	165,000	97,866	59.3%	83,276	82.4%	101,121
Dept of Corrections	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,221,851</u>	<u>612,016</u>	27.5%	<u>1,080,320</u>	53.9%	<u>2,002,623</u>
Federal Government						
PELL Administrative Fees	10,000	8,490	84.9%	10,630	132.9%	8,000
ARRA Grant	-	-	0.0%	-	0.0%	-
Total Federal Government	<u>10,000</u>	<u>8,490</u>	84.9%	<u>10,630</u>	132.9%	<u>8,000</u>
Student Tuition and Fees:						
Tuition	6,329,675	6,242,989	98.6%	6,227,622	92.9%	6,706,315
Fees	950,335	962,465	101.3%	1,021,125	86.5%	1,180,439
Total Tuition and Fees	<u>7,280,010</u>	<u>7,205,454</u>	99.0%	<u>7,248,747</u>	91.9%	<u>7,886,754</u>
Other Sources:						
Investment Revenue	20,000	16,443	82.2%	22,634	56.6%	40,000
Public Service Revenue	457,450	334,373	73.1%	374,823	41.4%	904,812
Nongovernmental Gifts	48,000	195,500	407.3%	48,000	100.0%	48,000
Other	17,100	17,202	100.6%	28,622	30.8%	92,894
Total Other Sources	<u>542,550</u>	<u>563,518</u>	103.9%	<u>474,079</u>	43.7%	<u>1,085,706</u>
TOTAL EDUCATION FUND REVENUE	<u>17,925,306</u>	<u>15,770,183</u>	88.0%	<u>16,165,196</u>	84.2%	<u>19,204,874</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,461,066	6,600,812	78.0%	7,124,029	77.1%	9,236,909
Employee Benefits	1,471,033	1,255,485	85.3%	1,260,722	81.9%	1,539,288
Contractual Services	133,779	57,562	43.0%	68,074	53.1%	128,150
General Materials & Supplies	382,084	228,310	59.8%	272,530	59.5%	457,723
Conference & Meeting Expenses	45,992	21,048	45.8%	42,911	42.1%	101,811
Fixed Charges	208,600	186,810	89.6%	180,288	75.1%	240,000
Utilities	1,000	526	52.6%	723	72.3%	1,000
Capital Outlay	22,500	173,516	771.2%	-	0.0%	23,916
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,726,054</u>	<u>\$ 8,524,069</u>	79.5%	<u>\$ 8,949,277</u>	76.3%	<u>\$ 11,728,797</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
Academic Support:						
Salaries	\$ 617,016	\$ 450,314	73.0%	\$ 466,674	68.6%	\$ 679,854
Employee Benefits	109,095	95,637	87.7%	83,152	74.5%	111,647
Contractual Services	156,464	129,028	82.5%	131,451	85.9%	153,059
General Materials & Supplies	204,882	156,647	76.5%	249,414	77.8%	320,491
Conference & Meeting Expenses	10,437	934	8.9%	848	5.4%	15,782
Fixed Charges	-	-	0.0%	-	0.0%	4,680
Utilities	52,955	26,521	50.1%	15,790	35.8%	44,143
Capital Outlay	23,750	8,445	35.6%	5,745	0.0%	19,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,174,599</u>	<u>887,528</u>	<u>73.9%</u>	<u>953,074</u>	<u>70.6%</u>	<u>1,349,406</u>
Student Services:						
Salaries	1,141,956	824,275	72.2%	888,447	79.8%	1,113,536
Employee Benefits	278,952	225,590	80.9%	217,904	79.0%	275,791
Contractual Services	2,050	3,318	161.9%	2,473	35.9%	6,885
General Materials & Supplies	48,045	32,506	67.7%	35,679	60.9%	58,567
Conference & Meeting Expenses	12,700	5,215	41.1%	6,340	29.4%	21,550
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,483,703</u>	<u>1,090,904</u>	<u>73.5%</u>	<u>1,150,843</u>	<u>78.0%</u>	<u>1,476,329</u>
Public Services/Continuing Education:						
Salaries	418,792	318,597	76.1%	272,617	78.0%	349,346
Employee Benefits	49,405	43,732	88.5%	30,933	86.5%	35,766
Contractual Services	296,000	200,262	67.7%	184,200	51.4%	358,700
General Materials & Supplies	87,950	57,487	65.4%	51,120	39.3%	130,100
Conference & Meeting Expenses	8,375	7,288	87.0%	5,724	69.0%	8,300
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>860,772</u>	<u>627,366</u>	<u>72.9%</u>	<u>544,594</u>	<u>61.7%</u>	<u>882,462</u>
Institutional Support:						
Salaries	1,688,680	1,272,116	75.3%	1,445,239	75.5%	1,914,461
Employee Benefits	462,246	374,572	81.0%	419,744	84.9%	494,372
Contractual Services	409,635	503,482	122.9%	417,013	103.8%	401,651
General Materials & Supplies	397,499	267,609	67.3%	312,700	74.3%	421,070
Conference & Meeting Expenses	72,410	29,666	41.0%	33,603	44.4%	75,720
Fixed Charges	17,000	5,475	32.2%	33,324	138.9%	24,000
Utilities	20,613	11,786	57.2%	11,016	69.0%	15,956
Capital Outlay	362,951	185,561	51.1%	12,763	33.0%	38,650
Other	38,000	(3,686)	-9.7%	1,204	0.0%	-
Total Institutional Support	<u>3,469,034</u>	<u>2,646,601</u>	<u>76.3%</u>	<u>2,686,606</u>	<u>79.3%</u>	<u>3,385,880</u>
Scholarships, Grants and Waivers	631,095	439,715	69.7%	455,164	107.9%	422,000
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 18,345,257</u>	<u>\$ 14,196,181</u>	<u>77.4%</u>	<u>\$ 14,739,558</u>	<u>76.6%</u>	<u>\$ 19,244,874</u>
INTERFUND TRANSFERS - NET	<u>\$ 419,951</u>	<u>\$ (22,291)</u>	<u>-5.3%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 40,000</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,245,606	\$ 1,247,585	100.2%	\$ 1,247,613	99.0%	\$ 1,260,330
Corporate Personal Property Replacement Tax	155,089	69,328	44.7%	80,808	38.5%	210,000
TIF	127,000	124,965	98.4%	97,812	83.7%	116,885
Total Local Government	1,527,695	1,441,878	94.4%	1,426,233	89.9%	1,587,215
State Government:						
ICCB Credit Hour Grant	339,394	85,173	25.1%	163,422	52.5%	311,498
Total State Government	339,394	85,173	25.1%	163,422	52.5%	311,498
Student Tuition and Fees:						
Tuition	672,792	704,599	104.7%	725,995	97.7%	743,178
Total Tuition and Fees	672,792	704,599	104.7%	725,995	97.7%	743,178
Other Sources:						
Facilities Revenue	94,000	111,527	118.6%	98,906	52.9%	187,000
Investment Revenue	2,000	1,032	51.6%	9,836	195.7%	5,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	3,693	0.0%	7,872	0.0%	-
Total Other Sources	96,000	116,252	121.1%	116,614	60.7%	192,000
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,635,881	\$ 2,347,902	89.1%	\$ 2,432,264	85.8%	\$ 2,833,891

	Annual Budget FY2013	Actual 03/31/13	Act/Budget 75.0%	Actual 03/31/12	Act/Budget FY12	Annual Budget FY2012
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 848,004	\$ 617,298	72.8%	\$ 642,551	74.5%	\$ 862,900
Employee Benefits	226,694	173,421	76.5%	166,324	76.3%	218,101
Contractual Services	183,900	129,313	70.3%	144,941	78.9%	183,700
General Materials & Supplies	282,500	116,663	41.3%	133,462	53.2%	250,976
Conference & Meeting Expenses	4,000	1,111	27.8%	720	12.0%	6,000
Fixed Charges	40,000	50,420	126.1%	42,176	105.4%	40,000
Utilities	809,410	420,055	51.9%	464,110	56.6%	819,410
Capital Outlay	129,000	80,865	62.7%	22,460	13.4%	167,900
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	-
Provision for Contingency	100,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	2,560,508	1,589,146	62.1%	1,616,744	58.8%	2,748,987
Institutional Support:						
Salaries	56,881	45,780	80.5%	42,743	76.3%	56,007
Employee Benefits	8,792	8,226	93.6%	7,184	84.5%	8,497
Contractual Services	2,400	2,395	99.8%	2,395	95.8%	2,500
General Materials & Supplies	3,300	1,241	37.6%	2,054	41.9%	4,900
Conference & Meeting Expenses	-	25	0.0%	-	0.0%	-
Fixed Charges	4,000	3,379	84.5%	3,379	26.0%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	75,373	61,046	81.0%	57,755	68.0%	84,904
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,635,881	\$ 1,650,192	62.6%	\$ 1,674,499	59.1%	\$ 2,833,891

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013**

	<u>Annual Budget FY2013</u>	<u>Actual 3/31/13</u>	<u>Act/Budget 75.0%</u>	<u>Actual 3/31/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,557,008	\$ 1,559,252	100.1%	\$ 1,559,284	101.4%	\$ 1,537,220
State Government Sources	12,500,000	3,301,302	0.0%	-	0.0%	-
Investment Revenue	180,000	27,046	15.0%	87,424	174.8%	50,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>14,237,008</u>	<u>4,887,600</u>	<u>34.3%</u>	<u>1,646,708</u>	<u>103.7%</u>	<u>1,587,220</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	114,625	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	27,083	0.0%	-
Capital Outlay	14,237,008	6,034,648	42.4%	1,083,867	16.5%	6,587,220
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>14,237,008</u>	<u>6,149,273</u>	<u>43.2%</u>	<u>1,110,950</u>	<u>16.9%</u>	<u>6,587,220</u>
Other Financing Source - Bond Issuance	-	-	0.0%	(5,000,000)	0.0%	(5,000,000)
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 3/31/13</u>	<u>Act/Budget 75.0%</u>	<u>Actual 3/31/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,261,840	\$ 1,254,953	99.5%	\$ 1,243,895	98.3%	\$ 1,265,000
Investment Revenue	2,000	2,046	102.3%	10,229	204.6%	5,000
TOTAL BOND & INTEREST FUND REVENUES	<u>1,263,840</u>	<u>1,256,999</u>	<u>99.5%</u>	<u>1,254,124</u>	<u>98.7%</u>	<u>1,270,000</u>
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	1,261,840	1,090,000	86.4%	1,265,000	100.0%	1,265,000
Interest on Bonds	-	125,965	0.0%	-	0.0%	-
Fees	500	500	100.0%	400	100.0%	400
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,262,340</u>	<u>\$ 1,216,465</u>	<u>96.4%</u>	<u>\$ 1,265,400</u>	<u>100.0%</u>	<u>\$ 1,265,400</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 3/31/13</u>	<u>Act/Budget 75.0%</u>	<u>Actual 3/31/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ 17,383	86.9%	\$ 36,938	92.3%	\$ 40,000
TOTAL WORKING CASH REVENUES	<u>20,000</u>	<u>17,383</u>	<u>86.9%</u>	<u>36,938</u>	<u>92.3%</u>	<u>40,000</u>
Transfers In (Out)	\$ (120,000)	\$ -	0.0%	\$ -	0.0%	\$ (40,000)

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Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013

AUXILIARY ENTERPRISES FUND	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
Service Fees	\$ 2,666,700	\$ 2,275,070	85.3%	\$ 2,602,991	78.3%	\$ 3,324,756
Data Processing Rentals	-	-	0.0%	-	0.0%	-
Other Revenue	1,000	3,024	302.4%	890	0.0%	-
Investment Revenue	5,000	80	1.6%	9,103	60.7%	15,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,672,700	2,278,174	85.2%	2,612,984	78.2%	3,339,756

AUXILIARY ENTERPRISES FUND

Salaries	349,348	263,098	75.3%	434,329	75.1%	578,459
Employee Benefits	93,053	71,699	77.1%	139,428	65.4%	213,312
Contractual Services	51,035	64,233	125.9%	44,700	113.9%	39,230
Materials & Supplies	2,240,300	1,954,785	87.3%	2,230,559	92.4%	2,415,319
Conference & Meeting	21,683	18,297	84.4%	20,788	68.8%	30,196
Fixed Charges	53,400	35,836	67.1%	30,316	67.4%	45,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	2,795	48.0%	5,826
Other	103,000	1,729	1.7%	1,500	2.4%	63,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,915,659	2,409,677	82.6%	2,904,415	85.7%	3,390,342
Transfer In (Out)	\$ (265,537)	\$ 61,364	-23.1%	\$ 61,414	99.1%	\$ 62,000

Fiscal Year 2013 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
State Government Sources	\$ 468,498	\$ 181,231	38.7%	\$ 313,742	84.5%	\$ 371,408
Federal Government Sources	7,701,634	6,248,614	81.1%	7,194,950	107.2%	6,711,969
Service Fees	3,000	9,203	306.8%	5,955	0.0%	-
Other Revenue	11,000	24,552	223.2%	34,804	99.4%	35,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	8,184,132	6,463,600	79.0%	7,549,451	106.1%	7,118,377

RESTRICTED PURPOSES FUND

Instruction:						
Salaries	415,474	300,837	72.4%	331,121	92.6%	357,432
Employee Benefits	81,388	74,373	91.4%	71,422	79.1%	90,287
Contractual Services	61,654	40,870	66.3%	73,924	108.1%	68,360
Materials & Supplies	109,812	96,893	88.2%	89,253	68.4%	130,453
Conference & Meeting	73,520	29,323	39.9%	36,828	89.2%	41,279
Fixed Charges	3,000	-	0.0%	1,000	44.4%	2,250
Utilities	2,350	1,764	75.1%	1,633	56.3%	2,900
Capital Outlay	33,286	15,468	46.5%	268,997	538.0%	50,000
Other (P-16 Grant Waivers)	9,030	-	0.0%	1,670	19.2%	8,679
Total Instruction	\$ 789,514	\$ 559,528	70.9%	\$ 875,848	116.5%	\$ 751,640

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**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013**

	<u>Annual Budget FY2013</u>	<u>Actual 3/31/13</u>	<u>Act/Budget 75.0%</u>	<u>Actual 3/31/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
RESTRICTED PURPOSES FUND						
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ 312	0.0%	\$ -
Employee Benefits	-	-	0.0%	102	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	160,000	(27,996)	-17.5%	-	0.0%	-
Total Academic Support	<u>160,000</u>	<u>(27,996)</u>	<u>0.0%</u>	<u>414</u>	<u>0.0%</u>	<u>-</u>
Student Services						
Salaries	199,755	139,718	69.9%	137,506	76.0%	180,825
Employee Benefits	61,214	49,476	80.8%	47,880	110.7%	43,259
Contractual Services	4,150	5,799	139.7%	6,304	157.6%	4,000
Materials & Supplies	7,100	6,475	91.2%	8,245	61.1%	13,500
Conference & Meeting	12,209	3,002	24.6%	5,954	23.3%	25,500
Fixed Charges	-	98	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	32,000	19,600	61.3%	26,095	81.5%	32,000
Total Student Services	<u>316,428</u>	<u>224,168</u>	<u>70.8%</u>	<u>231,984</u>	<u>77.6%</u>	<u>299,084</u>
Public Service						
Salaries	405,046	390,558	96.4%	419,695	85.8%	488,912
Employee Benefits	82,379	81,802	99.3%	105,772	97.2%	108,782
Contractual Services	146,701	317,240	216.2%	182,709	125.8%	145,205
Materials & Supplies	81,470	110,141	135.2%	95,277	124.2%	76,683
Conference & Meeting	49,017	59,056	120.5%	86,692	172.0%	50,410
Fixed Charges	19,119	25,143	131.5%	26,338	102.3%	25,735
Utilities	5,105	4,233	82.9%	4,483	73.6%	6,088
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	200	15	7.5%	-	0.0%	178
Total Public Service	<u>789,037</u>	<u>988,188</u>	<u>125.2%</u>	<u>920,966</u>	<u>102.1%</u>	<u>901,993</u>
Auxiliary Services						
Salaries	-	-	0.0%	3,869	96.7%	4,000
Employee Benefits	-	-	0.0%	46	14.4%	320
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	5,561	0.0%	4,931	26.2%	18,844
Conference & Meeting	-	-	0.0%	94	9.4%	1,000
Other (Child Care Subsidies)	-	-	0.0%	5,921	59.2%	10,000
Total Auxiliary Services	<u>-</u>	<u>5,561</u>	<u>-</u>	<u>14,861</u>	<u>0</u>	<u>34,164</u>
Operations & Maintenance of Plant:						
Contractual Services	-	-	0.0%	30,000	0.0%	-
Total Operations & Maintenance	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 30,000</u>	<u>0.0%</u>	<u>\$ -</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2013 Budget to Actual Comparison
 Nine Months Ended March 31, 2013

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ 64,427	70.6%	\$ 98,963	131.1%	\$ 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>91,245</u>	<u>64,427</u>	<u>70.6%</u>	<u>98,963</u>	<u>131.1%</u>	<u>75,496</u>
Student grants and waivers (PELL & SEOG)	<u>6,088,493</u>	<u>5,289,287</u>	<u>86.9%</u>	<u>6,074,284</u>	<u>120.0%</u>	<u>5,061,000</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,234,717</u>	<u>\$ 7,103,163</u>	<u>86.3%</u>	<u>\$ 8,217,320</u>	<u>115.4%</u>	<u>\$ 7,123,377</u>
Transfer In (Out)	<u>\$ 27,000</u>	<u>\$ 37,291</u>	<u>138.1%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 274,033	\$ 273,483	99.8%	\$ 271,063	104.9%	\$ 258,368
Investment Revenue	20,000	7,563	37.8%	24,990	50.0%	50,000
Other	-	315	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>294,033</u>	<u>281,361</u>	<u>95.7%</u>	<u>296,053</u>	<u>96.0%</u>	<u>308,368</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES

Operations & Maintenance of Plant						
Salaries	-	-	0.0%	28,018	0.0%	-
Employee Benefits	-	-	0.0%	5,561	0.0%	-
Contractual Services	401,500	209,921	52.3%	162,801	40.5%	401,500
Material & Supplies	100	186	186.0%	851	851.0%	100
Conference & Meeting	500	503	100.6%	480	96.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	379	0.0%	699	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 402,100</u>	<u>\$ 210,989</u>	<u>52.5%</u>	<u>\$ 198,410</u>	<u>49.3%</u>	<u>\$ 402,100</u>

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Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Nine Months Ended March 31, 2013

LIABILITY, PROTECTION, & SETTLEMENT FUND
EXPENDITURES (continued)

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries	\$ 68,073	\$ 57,457	84.4%	\$ 47,625	69.7%	\$ 68,291
Employee Benefits	233,919	11,058	4.7%	14,133	5.6%	254,530
Contractual Services	55,000	19,718	35.9%	22,401	186.7%	12,000
Material & Supplies	2,750	2,394	87.1%	180	7.8%	2,300
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	378,500	335,149	88.5%	390,853	100.0%	390,750
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>738,242</u>	<u>425,776</u>	57.7%	<u>475,192</u>	65.3%	<u>727,871</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,140,342</u>	<u>\$ 635,765</u>	55.8%	<u>\$ 673,602</u>	59.6%	<u>\$ 1,129,971</u>

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 3/31/13	Act/Budget 75.0%	Actual 3/31/12	Act/Budget FY12	Annual Budget FY2012
AUDIT FUND						
Local Government Sources	\$ 34,500	\$ 34,268	99.3%	\$ 33,616	106.7%	\$ 31,508
Investment Revenue	-	5	0.0%	104	52.0%	200
TOTAL AUDIT FUND REVENUES	<u>34,500</u>	<u>34,273</u>	99.3%	<u>33,720</u>	106.3%	<u>31,708</u>
AUDIT FUND						
Contractual Services	34,500	34,050	98.7%	32,500	100.0%	32,500
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 34,500</u>	<u>\$ 34,050</u>	98.7%	<u>\$ 32,500</u>	100.0%	<u>\$ 32,500</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
All Funds
Nine Months Ended March 31, 2013**

<u>Department</u>	<u>Annual Budget FY2013</u>	<u>Actual 3/31/2013</u>	<u>Act/Budget 75.0%</u>	<u>Explanation</u>
President	\$ 301,234	\$ 229,478	76.2%	
Board of Trustees	21,000	13,462	64.1%	
Community Relations	332,604	218,947	65.8%	
Development Office	-	19,970	0.0%	
Continuing Education	1,098,209	846,592	77.1%	
Facilities	16,797,516	7,887,849	47.0%	
Information Technologies	1,923,871	1,327,746	69.0%	
Academic Affairs	227,778	183,023	80.4%	
Academic Affairs (AVPCE)	905,283	499,961	55.2%	
Adult Education	516,636	389,647	75.4%	
Dislocated Workers Center	597,452	806,880	135.1%	Additional funding
Learning Technologies	607,529	469,279	77.2%	
Career & Tech Education Division	1,761,722	1,440,175	81.7%	
Natural Science & Business Division	2,107,206	1,654,897	78.5%	
Humanities & Fine Arts/Social Science Division	2,168,613	1,616,683	74.5%	
Health Professions Division	1,939,030	1,504,239	77.6%	
English, Mathematics, Education Division	2,421,081	1,928,154	79.6%	
Admissions & Records	360,857	279,440	77.4%	
Student Development	639,502	452,030	70.7%	
Student Services	128,371	100,604	78.4%	
Financial Aid	6,520,976	5,605,289	86.0%	
Athletics	241,247	208,745	86.5%	
TRIO (Student Success Grant)	300,652	224,167	74.6%	
Safety Service	400,000	207,131	51.8%	
Business Services/General Institution	2,174,356	2,041,543	93.9%	Bond Payment
Risk Management	740,342	429,634	58.0%	
Tuition Waivers	631,095	439,715	69.7%	
Purchasing	108,502	80,976	74.6%	
Human Resources	121,403	83,360	68.7%	
Bookstore	2,501,943	2,057,500	82.2%	
Shipping & Receiving	75,373	61,047	81.0%	
Copy Center	134,321	87,603	65.2%	
Total FY13 Expenditures	<u>\$ 48,805,704</u>	<u>\$ 33,395,766</u>	68.4%	

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Illinois Valley Community College

Statement of Cash Flows for the Month ended March 31, 2013

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 2,712,699.23	\$ 605,291.72	\$ 667,666.40	\$ 354,904.14	\$ 327,555.60	\$ (629,061.03)	\$ 316,416.56	\$ 12,798.60	\$ 486,822.20	\$ 4,855,093.42
Total Receipts	291,168.65	59,555.33	952.37	-	68,857.27	224,772.93	6,503.11	-	309.00	652,118.66
Total Cash	3,003,867.88	664,847.05	668,618.77	354,904.14	396,412.87	(404,288.10)	322,919.67	12,798.60	487,131.20	5,507,212.08
Due To/From Accts	(18,480.67)	1,431.17	-	-	5,084.91	11,916.41	-	-	48.18	(0.00)
Transfers/Bank CDs	1,000,000.00	-	-	-	-	-	-	-	-	1,000,000.00
Expenditures	(1,401,677.09)	(166,095.93)	(106,203.81)	-	(65,118.02)	(311,842.79)	-	-	(37,787.81)	(2,088,725.45)
ACCOUNT BALANCE	2,583,710.12	500,182.29	562,414.96	354,904.14	336,379.76	(704,214.48)	322,919.67	12,798.60	449,391.57	4,418,486.63
Deposits in Transit	(55,096.58)									(55,096.58)
Outstanding Checks	402,686.92									402,686.92
BANK BALANCE	2,931,300.46	500,182.29	562,414.96	354,904.14	336,379.76	(704,214.48)	322,919.67	12,798.60	449,391.57	4,766,076.97
Certificates of Deposit	400,000.00	500,000.00	1,000,000.00	500,000.00	1,200,000.00	-	4,350,000.00	-	3,800,000.00	11,750,000.00
Illinois Funds	258,751.85	1,317,826.16	1,566,324.11	-	-	112,073.58	-	-	-	3,254,975.70
CDB Trust Fund CTC			4,409,432.01							4,409,432.01
Bldg Reserve-ILLFund			1,082,785.69							1,082,785.69
Total Investment	\$ 658,751.85	\$ 1,817,826.16	\$ 8,058,541.81	\$ 500,000.00	\$ 1,200,000.00	\$ 112,073.58	\$ 4,350,000.00	\$ -	\$ 3,800,000.00	\$ 20,497,193.40

LaSalle State Bank	\$ 81,903.27
Centrue Bank	4,684,173.70
	<u>\$ 4,766,076.97</u>

Respectfully submitted,



Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 March 31, 2013

<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>
3/21/2013						1,000,000		1,000,000	FSB	0.65%	0.65%	1013615272
4/22/2013							100,000	100,000	MB	0.80%	0.80%	914161
6/6/2013		300,000			1,200,000			1,500,000	FSB	0.75%	0.75%	1013923309
8/8/2013							2,000,000	2,000,000	FSB	0.70%	0.70%	1014179832
9/19/2013	100,000	100,000	300,000			500,000		1,000,000	FSB	0.75%	0.75%	1014349142
10/10/2013	300,000	100,000	200,000			200,000	200,000	1,000,000	FSB	0.80%	0.80%	1014434018
11/7/2013						150,000		150,000	MB	1.00%	1.00%	915192
11/29/2013						1,500,000		1,500,000	FSB	0.80%	0.80%	1014620792
12/12/2013			500,000				1,000,000	1,500,000	FSB	0.85%	0.85%	1014668663
12/19/2013				500,000		1,000,000	500,000	2,000,000	FSB	0.85%	0.85%	1014703493
Total CD	400,000	500,000	1,000,000	500,000	1,200,000	4,350,000	3,800,000	11,750,000				

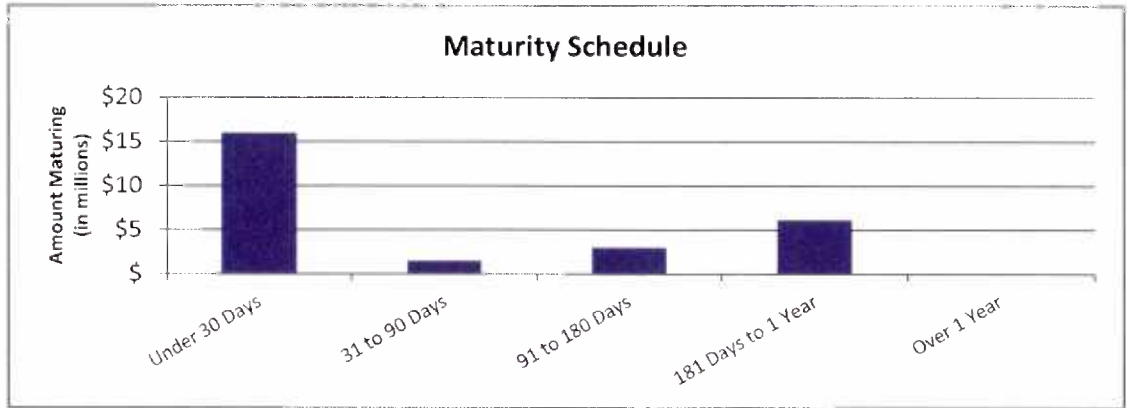
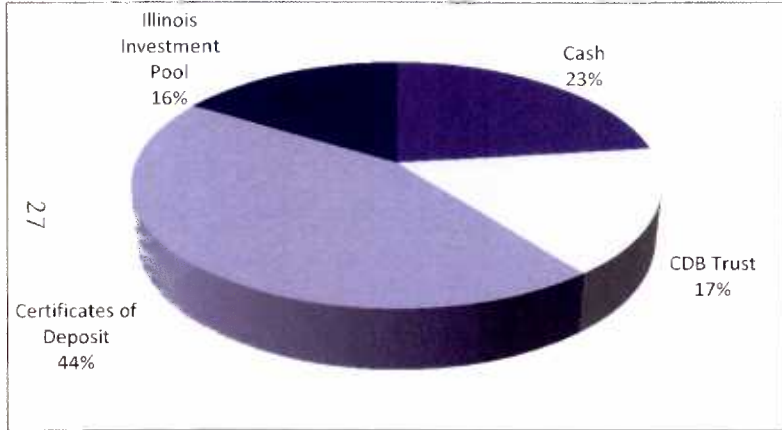
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.13%

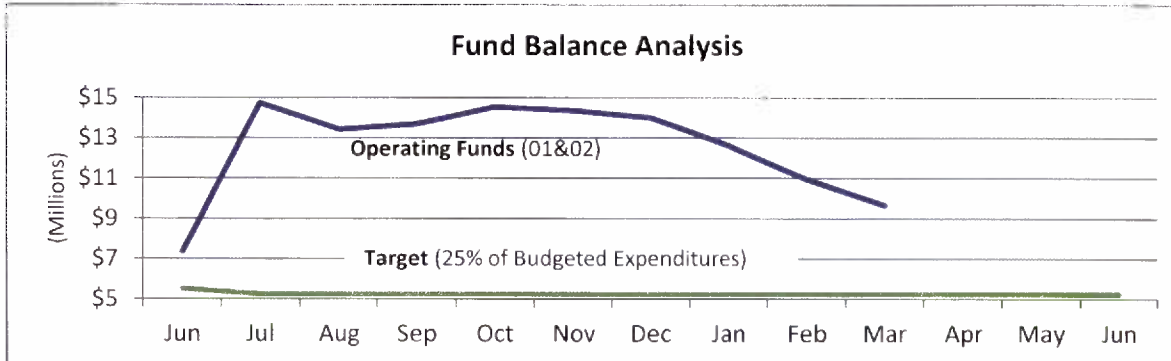
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
March 31, 2013**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	23.0%	\$ 6,115,898	0.33%
CDB Trust	16.6%	4,409,432	0.25%
Certificates of Deposit	44.2%	11,750,000	0.78%
Illinois Investment Pool	16.3%	4,337,761	0.05%
Total	100.0%	\$ 26,613,091	0.47%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 4,337,761			\$ 4,337,761	16%
Centrue Bank			4,339,130	4,339,130	16%
First State Bank		11,500,000		11,500,000	43%
LaSalle State Bank			81,903	81,903	0%
Marseilles Bank		250,000		250,000	1%
North Central Bank				-	0%
Heartland Bank			6,104,297	6,104,297	23%
Peru Federal Savings			-	-	0%
Total	\$ 4,337,761	\$ 11,750,000	\$ 10,525,330	\$ 26,613,091	100%



Weighted Average Maturity of CD's 170 Days



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\$5,000 and Over Check Register

03/01/13 - 03/31/13

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	03/04/13		VALIC Retirement Services	\$ 14,045.85	403(b) & 457(b)Payroll (02/28/13)
704703	03/07/13	0001296	Follett Higher Education Group	7,469.81	Client Charges (DWC)
704799	03/14/13	0001369	Ameren Illinois	27,925.62	Electricity (01/10/13-02/08/13), Gas EC (01/11/13-02/12/13)
704813	03/14/13	0108916	CCIC	285,291.23	Health Insurance (March)
704826	03/14/13	0001317	Elsevier, Inc.	17,988.88	Nursing Software
704903	03/14/13	0000001	Illinois Valley Community College	94,828.41	Federal & State Payroll Taxes (03/14/13)
704910	03/14/13	0082897	SURS	50,625.20	Payroll (03/14/13)
704891	03/14/13	0128401	Vanguard Contractors, Inc.	81,151.00	Restroom Modifications Phase 2*, Ceiling & Lighting Replacement*
ACH	03/15/13		VALIC Retirement Services	13,869.60	403(b) & 457(b)Payroll (03/14/13)
704950	03/21/13	0190646	CNE Gas Division, LLC	11,950.19	Natural Gas (02/01/13-02/28/13)
704952	03/21/13	0181795	G4S Secure Solutions (USA) Inc	24,114.24	Security Services (February)
704961	03/21/13	0111646	Hobart Institution of Welding	14,711.30	Welding Instructional Supplies (INAM Grant)
704968	03/21/13	0041932	IVCC Tuition	113,390.40	Tuition (DWC)
704987	03/21/13	0188866	Nanalysis Corporation	26,015.89	Spectrometer Including Software, Installation, Training, & Service
705000	03/21/13	0180447	Prudential Insurance Company	6,509.66	Life & Disability Insurance (March)
705010	03/21/13	0001104	Sauk Valley Community College	22,931.50	Tuition (DWC)
28 705065	03/28/13	0126547	Basalay, Cary, & Alstadt Architects	22,638.40	Building "C" Boiler Upgrades*, Door Hardware/Key Upgrade*, Exterior Egress Concrete *
705080	03/28/13	0001111	Dell Computers	33,780.58	Back Up SAN for VDI Project, Server for VDI Project
705195	03/28/13	0000001	Illinois Valley Community College	93,354.77	Federal & State Payroll Taxes (03/28/13)
705201	03/28/13	0082897	SURS	49,932.70	Payroll (03/28/13)
705169	03/28/13	0001927	Walter J Zukowski & Associates	18,575.90	Legal Services
ACH	03/29/13		VALIC Retirement Services	13,840.52	403(b) & 457(b)Payroll (03/28/13)

\$ 1,044,941.65

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 03/09/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Balzarini, Doreen J	Computer Basics Intro Windows	02/06/13	02/27/13	03/09/13	ST	\$420.00	014110394151320	CEX-4408-302	Computer Basics Introduction To Windows	
Bias, Timothy John	Machinist Testing	02/16/13	02/23/13	03/09/13	ST	\$975.00	014210331051320			
Black, Mary A	12/13 Overload	02/28/13	03/09/13	03/09/13	OV	\$2,468.58	011520910051340			
Koehler, Richard A	LC Driver Improve Program #860	03/06/13	03/06/13	03/09/13	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Krasnican, Mary Ellen	Food Service Sanitation Refresher	02/25/13	02/28/13	03/09/13	ST	\$250.00	014110394151320	CEU-1501-632	Food Sanitation Recertification	
Prendergast, James M	Diagnostic Screenings	10/18/12	02/13/13	03/09/13	ST	\$525.00	011120910051900			
Stahly, Kim A	vacation payout	02/28/13	02/28/13	02/28/13	VA	\$440.81	018310183051620			
Vogl, Robert	Small Wind Generators	02/23/13	02/23/13	03/09/13	ST	\$100.00	014110394151320	HLR-5521-02	Small Wind Generators for Home	
Vogl, Robert	Mileage Reimbursement	02/23/13	02/23/13	03/09/13	ST	\$76.84	014110394155212			
Volker, Todd D	You Can Uke IVCC	02/23/13	02/23/13	03/09/13	ST	\$90.00	014110394151320	HLR-5114-02	You Can Uke	
TOTAL						\$5,496.23				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Dr. Jerry Corcoran 3/21/13

Dr. Jerry Corcoran
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

Stipends For Pay Period 03/23/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Bubb, Jennifer	AFDA Module Presenter	02/09/13	02/09/13	03/23/13	ST	\$75.00	000111200801519		Learning Styles	
Buck, Catherine	Job Seeking Skills	03/18/13	05/18/13	05/18/13	ST	\$615.00	011320410051320	SDT-1203-01	Job Seeking Skills	
Duffy, Pat	Spring Easter Basket	03/02/13	03/02/13	03/23/13	RE	\$125.00	014110394151320	HLR-2158-03		
Engstrom, Norm	Voice Lessons / 24	01/14/13	03/06/13	03/23/13	ST	\$768.00	011120650051340	MUP-2001-01		
Fiorentini, JoEllen	Garden Stepping Stone Mosaic 1	02/25/13	03/06/13	03/23/13	RE	\$200.00	014110394151320	HLR-2742-302		
Jagasia, Koshu	AFDA Module Presenter	03/02/13	03/02/13	03/09/13	ST	\$75.00	011120080151900		Active Learning	
Jenrich, Chuck	Internal Audits for Teleweld	03/06/13	03/23/13	03/23/13	ST	\$2,250.00	014210331051320			March 6, 11, 12, 13, 2013
Johnson, Laura	Hot Glass Experience 1	03/02/13	03/02/13	03/23/13	RE	\$120.00	0141103941-51320	HLR-2748-403		
Junker, Brittney	Introduction to Nutrition	03/18/13	05/18/13	05/18/13	ST	\$922.50	011420730051320	ALH-1000-01		
Koehler, Rich	LC Driver Improvement #859	03/02/13	03/02/13	03/23/13	RE	\$187.50	014110394251320	CDV-6000-02		
Koehler, Rich	LC Driver Improvement #862	03/20/13	03/20/13	03/23/13	RE	\$150.00	014110394251320	CDV-6000-02		
Koehler, Rich	BP Driver Improvement #232	03/16/13	03/16/13	03/23/13	RE	\$150.00	014110394351320	CDV-7000-02		
Koehler, Rich	Mileage Reimbursement	02/16/13	03/16/13	03/23/13	ML	\$56.50	014110394355212			
McBride, Melissa	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$270.00	056430360251900			Mens
McBride, Melissa	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$180.00	056430360351900			Womens
McBride, Melissa	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$390.00	103930720053900			Regionals
Moskalewicz, Jim	14 Sessions	03/10/13	03/23/13	03/23/13	ST	\$787.86	013230030851540			
Nickel, Paul	Rigging Systems	03/19/13	05/09/13	05/18/13	ST	\$2,306.25	011320410051320			WLD Series 24 / Multi Preps
Oldaker, Adam	AFDA Module Presenter	11/17/12	03/23/13	03/23/13	ST	\$75.00	011120080151900			
Panizzi, Gerald	LC Driver Improvement #861	03/16/13	03/16/13	03/23/12	RE	\$187.50	014110394251320	CDV-6000-02		
Panizzi, Gerald	LC Driver Improvement #858	02/23/13	02/23/13	03/23/12	RE	\$187.50	014110394251320	CDV-6000-02		
Peterson, Bonnie	Wellness	03/18/13	05/18/13	05/18/13	ST	\$1,920.00	011120570051320	HPE-1000-02 HPE 1003-03		
Pinter, Eric	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$30.00	056430360251900			Mens
Pinter, Eric	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$60.00	056430360351900			Womens
Pinter, Eric	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$30.00	103930720053900			Regionals

30

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Stipends For Pay Period 03/23/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Retoff, Dan	Breathing For Life	02/20/13	03/06/13	03/23/13	RE	\$75.00	0141103941-51320	HLR-6108-302		
Ruda, Tony	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$180.00	056430360251900		Mens	
Ruda, Tony	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$150.00	056430360351900		Womens	
Ruda, Tony	Scoreboard	01/10/13	03/09/13	03/23/13	ST	\$210.00	103930720053900		Regionals	
Schroeder, Dixie	Managing Your Digital Photos	03/02/13	03/16/13	03/23/13	RE	\$225.00	014110394151320	HLR250403		
Schulte, Glen	Stick, Plate, Flat Arc Welding	03/18/13	05/08/13	05/18/13	ST	\$1,998.75	011320410051320		WLD Series 21 / Multi Preps	
Smith, Mary	Microsoft Excel 2010	03/12/13	03/13/13	03/23/13	ST	\$400.00	014210331051320	CEU-4115-03	TDJ Group	
Spanbauer, Jeff	Mileage Reimbursement	02/04/13	02/27/13	03/23/13	ML	\$101.70	011120650055210			
Sramek, Katherine	CSP-1210-300	03/18/13	05/18/13	05/18/13	ST	\$768.75	011320410051320	GSP-1210-300	Basic Computer Skills Workshop	
Woest, Sandra	AFDA Module Presenter	02/09/13	02/09/13	03/23/13	ST	\$75.00	011120080151900		Learning Styles	
TOTAL						\$16,302.81				

Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran 4/2/13
 Dr. Jerry Corcoran
 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

Sabbatical Leave Requests – Amanda Cook Fesperman and Kimberly Radek

Amanda Cook Fesperman, Political Science instructor, has requested a sabbatical leave for the 2013-2014 academic year at half-salary, in accordance with the terms outlined in the current collective bargaining agreement.

Kimberly Radek, English instructor, has requested a sabbatical leave for the 2013-2014 academic year at half-salary, in accordance with the terms outlined in the current collective bargaining agreement.

Attached please find each instructor's Request for Sabbatical Leave, a copy of the Sabbatical Leave Agreement, the Recommendation of the Dean, and the Recommendation of the Vice President.

Recommendation:

Approve the sabbatical leave for Amanda Cook Fesperman for the 2013-2014 academic year. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513.

Approve the sabbatical leave for Kimberly Radek for the 2013-2014 academic year. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513.

Illinois Valley Community College

Request for Sabbatical Leave

Name: Amanda Cook Fesperman Division: HFASS

Semester(s) and dates of Leave: Fall 2013 (08/15/13) and Spring 2014 (05/17/14)

Type of Sabbatical: _____ Full Pay (1 Semester) x Half Pay (2 Semesters)

Years of service at IVCC (include current year): 12

Number of semester hours of "non-traditional teaching": 72 hours¹

Dates of previous sabbatical leaves, if applicable: Fall 2007 (08/20/07) and Spring 2008 (05/16/08)

*Article VII-F of the Collective Bargaining Agreement uses "summer; weekend; evenings; extension centers; and classes in compressed, on-line, and blended formats" as examples of "non-traditional" teaching.

Abstract of Sabbatical Leave Request: *In the space provided below*, please write a brief summary of your sabbatical request. Include a description of how your sabbatical will benefit the college.

Request for Sabbatical Leave

I am asking for sabbatical leave for fall semester of 2013 and spring semester of 2014 to take my qualifying exams and complete my dissertation for a PhD in Political Science at Northern Illinois University. I began this educational journey in the fall semester of 2006, on a part-time basis. I have successfully completed all of the requirements for my major field and for my research tools, and I have completed the last two classes for my minor field last semester, fall 2012.² I also earned a Graduate Certificate in Women's Studies in Spring 2011. Attached is a copy of my unofficial transcript and the requirements for a PhD as spelled out in the Political Science Graduate Handbook.

I met with the graduate advisor on August 14, 2012 to review my transcripts and course of study. He certified at that meeting that with the successful completion of the courses I enrolled in for fall 2012, I have met all of the course requirements for the PhD program.³ My next step is to audit one class in spring 2013 and to complete an independent study that will prepare me to take my PhD candidacy exams in September. I will spend spring and summer of 2013 studying for those exams.

Once I have passed my qualifying exams, I will be able to complete my dissertation, which I have been working on for the past 4 years through course work and independent research. The topic for my dissertation is the effect that state-level term limits have on the ability of women to seek higher elected office. The chair of my dissertation committee is Dr. Barbara Burrell, a highly respected researcher and distinguished scholar in the field of women and politics. It is important that I take my candidacy exams and begin my dissertation work in the fall 2013 because students in the PhD program have only 9 years to complete all of the work for the PhD. I am currently in my 7th year. While I am confident that I can complete all of the requirements during my 8th year while on sabbatical, I believe it is prudent to preserve my 9th year in case I encounter unexpected issues or must do additional unanticipated research. That would still leave me with one more year to complete the work. Furthermore, taking a sabbatical during the 2013-2014 academic year allows me to apply for an assistantship or tuition waiver from the department. This will offset the cost of the dissertation hours, which are over \$300.00 per credit hour, and also give me the opportunity to earn back some of the salary I will lose as a result of being on sabbatical.

How a Sabbatical Leave Will Benefit Students, IVCC, HFASS and Instruction

¹ The number of nontraditional hours begins with the fall 2008 and continues through spring of 2013. The hours include online, blended and extension site courses. I have attached a printout and highlighted the courses I am including in this calculation.

² I have attached a copy of my unofficial transcript. An official copy is available on request if needed.

³ I have included the section on PhD requirements from the Political Science Student Handbook at NIU.

I have learned so much about American politics, women's studies, international relations, and comparative politics through the PhD program. As a result, I am a better political scientist, but I am also a better teacher of political science. I have been able to bring into my classroom relevant political science research that I have learned through the program. For example, when teaching my students about partisanship in Congress, I use Keith Poole's DW nominate scores, which I learned about in my class on political parties. These scores show how every member of Congress has voted with her/his party while in Congress, from the 1st Congress to the current Congress. Based on the data students see that members of Congress vote more often with their party today on all issues, than at any other time in history. Students also see how political scientists use data collection in their research and are able to understand what partisanship means in Congress. Another example is how I incorporate my research on state level term limits and the effects they have on legislatures and legislators. The popular discourse on this subject says that term limits are a good idea because they will bring more women and minorities into office, limit campaign expenses and diminish the effects of lobbying and corruption. However, data from my research and recent literature reveal that this is not at all the case. Campaign expenses, lobbying and corruption are unaffected by term limits at best, while the effect on women and minorities is actually the opposite, with fewer women and minorities being elected as a result of term limits. Again, students are able to see how political scientists collect and use data, and what it means to have objective research to reach a conclusion as opposed to speculation. It also serves as an excellent starting point for a discussion on how we might want to approach reform of Congress.

In addition to making me a better teacher, completing my PhD will also benefit IVCC and HFSS because it will show that our college is committed to continuing education and excellence in teaching. When I complete the PhD, I will be an expert in several fields and subfields which will allow me to teach a broader range of courses. If IVCC's plans for future education include offering more upper level courses for Bachelor's degrees on our campus or extension sites, I would be qualified to teach them. I also plan to present my dissertation research and have it published in political science and women's studies' journals. If I'm successful, IVCC's name will be associated with those presentations and research. The college will also benefit from the prestige of having another member of its faculty having earned a PhD. Dr. Rick Pearce told the faculty that he would like to see all of IVCC's faculty members earn a PhD because it makes IVCC more attractive to top students and makes us an even better institution of higher education. Also, my division, HFSS, is almost entirely made up of transfer level courses. The students who take classes from us are almost always looking to transfer to a four year school. The more PhDs we have in our division, the more we will be able to attract and retain top transfer-oriented students in our district. Furthermore, completing my PhD will enhance the quality of our transfer students because they will be receiving instruction from a person who has the same educational and research qualifications as professors they will learn from at four year schools.

Finally, completing this PhD is important to me personally because it will enable me to continue my research and present it for peer review and publication. A PhD in political science will open doors for my research interests and provide me with opportunities to work with other political scientists on furthering the research goals of our discipline.

IVCC's mission statement is as follows: "IVCC teaches those who seek and is enriched by those who learn." I have had the opportunity to teach those who seek to learn, but I have also been enriched through my learning. Completing my PhD will allow me to continue to teach at a higher level, and to continue to learn through my research. For all of these reasons, I respectfully ask that you grant my request for sabbatical for the 2013/2014 academic year.

Sincerely,



Amanda Cook Feserman

Professor of Political Science/History

Coordinator of International/Multicultural Education

Illinois Valley Community College

Sabbatical Leave Agreement

The interest of District 513 shall be protected by a written agreement providing that the faculty member will return to the service of the District and will render at least one year of service upon return from leave. If the faculty member wishes to receive compensation while on leave, the Board may request a bond or written agreement, as appropriate, indemnifying the Board for the total salary paid in the event the faculty member fails to return and render at least one year service in the employ of District 513 following the sabbatical leave.

Faculty members granted sabbatical leave for one semester shall be paid full salary during such leave. Faculty members granted leave for one full year shall be paid one-half salary for the year in which leave is taken. The salary shall be paid in the same manner as if the faculty member were teaching in District 513. The faculty member may accept a fellowship or grant-in-aid in accomplishment of the purpose for which the leave was granted. Time spent on sabbatical leave shall be credited toward salary increment and seniority as time spent in full-time service.

Upon completion of the sabbatical leave and within sixty (60) days of the faculty member's return to duty, he/she shall submit to the President one of the following:

If the leave was for formal study, a transcript of credit and a brief description of the program studied, including a detailed evaluation of the program with respect to its contribution to the leave;

If the leave was for travel, a written report setting forth the teacher's reaction to the travel and a statement of the benefits received.

(Article VII-F of the Collective Bargaining Agreement)

Faculty Member:  Date: 09-01-13

Dean:  Date: 1 April 2013

Sabbatical Leave Request

Recommendation of the Dean

Faculty Member: Ms. Amanda Cook-Fesperman

- A. How does the proposal address or fail to address the considerations for approval outlined in the "Application for Sabbatical Leave?"

I am writing in support of granting Amanda Cook-Fesperman sabbatical at half-pay during Fall 2013 and Spring 2014 so that she can fulfill the requirements for her Ph.D. in political science from Northern Illinois University.

As she states in her request, Ms. Cook-Fesperman is in her seventh year of a nine-year Ph.D. program. After reviewing her progress and talking with her about the program, I am confident that she will be able to complete both her course work and the rest of her dissertation, of which she has a significant amount of work done, in one year. However, like her, I agree that it is prudent to preserve that last year just in case she encounters unexpected issues or problems. Whether or not that will be necessary, a year on sabbatical will indeed give her much-needed time to work on completing (if not actually completing) this worthwhile goal.

As she also states in her proposal, this sabbatical will benefit students, the HFASS division, and IVCC. Students will largely benefit from the expertise that she has acquired from this program. As mentioned, she has been able to incorporate material from her own coursework and, more importantly, from her own research. In particular, students learn firsthand how political science works in practice; in general, they become better researchers, writers, and critical thinkers. The division will gain the flexibility to offer more upper-level and transfer courses in one of her several subfields. And the college will benefit from the enhanced prestige that comes with having instructors with Ph.Ds. on faculty. Ms. Cook-Fesperman correctly points out that this will help IVCC to attract and retain top transfer-oriented students in the district.

I need to make one additional point on Ms. Cook-Fesperman's behalf. If you look at her transcript, you will see that in Fall 2008 she had to withdraw from classes and that she received an "F" for an independent study in Spring 2009. The reason for this was health-related. (She subsequently learned that she had a neurological condition.) Unfortunately, because she was receiving financial aid, she was unable to withdraw from her classes but had to stay registered for at least 4.5 hours to maintain her status as a graduate student. And because NIU does not allow graduate students to retake classes they fail, there was no way for her remove this blemish from her record. Fully aware of Ms. Cook-Fesperman's condition, NIU did change her enrollment in a required course to independent study, for which she received that F. This incident should in no way reflect poorly on Ms. Cook-Fesperman's dedication as a graduate student or her ability to complete the Ph.D. program. Despite the problem, her G.P.A is currently 3.533/4.0.

Sabbatical Leave Request

Recommendation of the President or his/her designee

Faculty Member: Amanda Cook Fesperman

A. Comments: Amanda Cook Fesperman's sabbatical will allow her to complete her doctoral work within the NIU Department of Political Science nine-year time limit. She will take candidacy exams in September 2013, and then be approved to begin data collection for her dissertation. She has already begun her dissertation and has her literature review well under way. Amanda's dissertation explores *the effect that state-level term limits have on the ability of women to seek higher elected office*. She has excellent plans in place to utilize her research findings and research process in her political science classes here at IVCC, and this is detailed in her sabbatical application.

B. Recommend Does not Recommend

C. Rationale: This sabbatical request will allow Ms. Cook Fesperman the opportunity to complete her doctoral candidacy exams, and to begin data collection for her dissertation. Her request offers advantages to her students and to IVCC overall. Ms. Cook Fesperman currently has enriched her classes by sharing her dissertation research data and the outcomes of her doctoral study with her political science students.

Amanda has requested this second sabbatical sooner than the typical six-year interval, relying upon the current contract language under Article VII (F.) Sabbatical Leave (p. 18) which states that "A faculty member is eligible for consideration for leave after the sixth consecutive full year of service. Special consideration will be given to granting an out-of-sequence leave to a faculty member enrolled in a doctoral program who may require such a leave to complete residency requirements. Faculty with thirty (30) semester hours of non-traditional teaching will be credited with one year toward sabbatical leave. Examples of non-traditional teaching include summer; weekend; evenings; extension centers; and classes in compressed, on-line, and blended formats." Amanda has 72 hours of such teaching since 2008.

President (or his/her designee) Lori E. Scroggs Date: 4/8/13
Lori E. Scroggs
Interim Vice President for
Learning & Student Development

Illinois Valley Community College

Request for Sabbatical Leave

Name: Kimberly M. Radek

Division: English, Mathematics, and Education

Semester(s) and Dates of Leave: 15-hour leave spread over Fall 2013-Spring 2014

Type of Sabbatical: Full Pay Half Pay (2 Semesters)

Years of service at IVCC (include current year): 18 years (employed full-time since 1995)

Number of semester hours of "non-traditional teaching":* I have taught approximately 18-24 hours a year in these formats every year since 2001.

Dates of previous sabbatical leaves, if applicable: I have never requested a sabbatical before.

*Article VII-F of the Collective Bargaining Agreement uses "summer; weekend; evenings; extension centers; and classes in compressed, on-line, and blended formats" as examples of "non-traditional" teaching".

Abstract of Sabbatical Leave Request: *In the space provided below, please write a brief summary of your sabbatical request. Include a description of how your sabbatical will benefit the college.*

I would like to have a 15-credit hour sabbatical from my ENG duties for one year, specifically from teaching ENG 0900, 1001, and 1002 for the 2013-14 academic year so that I may work on my dissertation, as I completed the coursework toward my Ph. D. at the conclusion of Spring 2012.

My sabbatical will benefit the college in a number of ways. First, the work I am doing will apply directly to the courses I teach in both subject content and how it can help me improve my teaching. A component of my research looks at advances in our understanding of how learning, or knowledge acquisition, works in our brains, which has already helped me improve my teaching and will certainly continue to do so. Then, of course, learning more about what I teach will help me prepare better lessons and activities. Finally, the more educated that I become the better a representative of the college I become, particularly to our community. I can advocate more strongly for the importance of education to individuals and to our community at large.