



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, August 21, 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. Public Hearing
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. Campus Update - “Building Bridges: IVCC Partnerships” – Dr. Tracy Morris
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 – July 17, 2012 Board Meeting and August 9, 2012 Audit/Finance Committee Meeting (Pages 1-10)
 - 8.2 Approval of Bills - \$1,421,216.04
 - 8.2.1 Education Fund - \$1,111,818.45
 - 8.2.2 Operations & Maintenance Fund - \$61,184.03
 - 8.2.3 Auxiliary Fund - \$142,204.81
 - 8.2.4 Restricted Fund - \$67,785.30
 - 8.2.5 Audit Fund - \$12,500.00
 - 8.2.6 Liability, Protection & Settlement Fund - \$25,723.45
 - 8.3 Treasurer’s Report (Pages 11-29)
 - 8.3.1 Financial Highlights (Pages 12-13)
 - 8.3.2 Balance Sheet (Pages 14-15)
 - 8.3.3 Summary of FY12 Budget by Fund (Page 16)
 - 8.3.4 Budget to Actual Comparison (Pages 17-24)
 - 8.3.5 Budget to Actual by Budget Officers (Page 25)
 - 8.3.6 Statement of Cash Flows (Page 26)
 - 8.3.7 Investment Status Report (Pages 27-28)
 - 8.3.8 Check Register - \$5,000 or more (Page 29)

- 8.4 Personnel - Stipends for Pay Periods Ending July 14, 2012, and July 28, 2012 (Pages 30-31)
- 8.5 Request to Purchase – Radio Advertising Contracts (Page 32)
- 8.6 Request to Purchase – Fuel for Truck Driver Training Program (Page 33)
- 8.7 Consortia Purchases – Janitorial Supplies and Elevator Maintenance (Page 34)
- 8.8 Bid Results – Printing Supplies (Page 35)
9. President’s Report
10. Committee Reports
11. Fiscal Year 2013 Budget – Resolution to Adopt the Budget (Pages 36-37)
12. Insurance Renewal (Pages 38-41)
13. Ethanol Plant Appraisal (Page 42)
14. Items for Information (Pages 43-49)
 - 14.1 Staff Retirement – Marydale Stewart, Bookstore Assistant (part-time)(Page 43)
 - 14.2 Staff Resignation – Maria Moreno, Academic Support Technologist (part-time) (Page 44)
 - 14.3 Faculty Retirement – D. Gene Montgomery, Music Instructor (part-time)(Page 45)
 - 14.4 Staff Appointment – Julie K. Milota, Volunteer Head Men’s Tennis Coach (Page 46)
 - 14.5 Staff Appointment – Samantha J. Deters, Assistant Volleyball Coach (Page 47)
 - 14.6 Award for Outstanding Achievement in Popular Annual Financial Reporting (Page 48)
 - 14.7 GED Employment Terminations (Page 49)
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. Other
18. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

July 17, 2012

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, July 17, 2012 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Melissa M. Olivero, Vice Chair (entered the meeting at 6:47 p.m.)
Michael C. Driscoll
Larry D. Huffman
David O. Mallery
James A. Narczewski (entered the meeting at 6:38 p.m.)
Britney Burkart, Student Trustee

Members Absent: Leslie-Anne Englehaupt, Secretary

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

SECRETARY PRO-TEM

In the absence of Leslie Englehaupt, Dr. Michael Driscoll volunteered to serve as Secretary Pro-Tem.

APPROVAL OF AGENDA

Dr. Jerry Corcoran requested Item 14. – Faculty Appointment-Nursing Instructor be removed from the agenda as the administration has decided to extend the search. It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the agenda, as amended. Motion passed by voice vote.

MOMENT OF SILENCE

Dr. Jerry Corcoran led a moment of silence in honor of Mary J. Schmoeger, Mother of Jeanne Hayden and resident of Oglesby, who passed away on June 23rd at the age of 91.

PUBLIC COMMENT

None.

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. Dr. Huffman abstained from voting on the June 19, 2012 Board minutes due to his absence at that meeting.

The following items were approved in the consent agenda:

Approval of Minutes – June 19, 2012 Board Meeting

Approval of the Bills - \$1,333,830.42

Education Fund - \$1,050,856.19; Operations and Maintenance Fund - \$57,730.54; Auxiliary Fund - \$41,710.79; Restricted Fund - \$154,037.21; and Liability, Protection and Settlement Fund - \$29,495.69.

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending June 2, 2012; June 16, 2012; and June 30, 2012.

PRESIDENT'S REPORT

Dr. Corcoran reported the slope maintenance project is essentially complete and the work that has been done to repair slopes and ravines on the north side of the campus is very impressive. Although the cost for this project was around \$130,000, it was great use of ICCB Capital Renewal funds. Dr. Corcoran congratulated Cheryl Roelfsema, Gary Johnson, the College's architect and engineers on a job well done. Dr. Corcoran reported the parking lot repair project began late last week and it is close to being completed. The administration is very pleased with the results. The administration is also happy with the progress made so far on construction of the Peter Miller Community Technology Center: over the next month underground electrical work, steel columns and metal decking should be complete; slab on grade should be poured; and precast concrete erection and roofing should begin. Also within the next month the geothermal horizontal loop should be finished. Overall, everyone is seeing lots of change on the campus and there's a lot of excitement about what these changes will mean in terms of the College's ability to provide high quality instruction and service in first-class facilities with cutting-edge technology. Dr. Lori Scroggs has provided the following update on two grants that she and her team successfully pursued.

Darden Restaurants Grant (parent company for Red Lobster & Olive Garden) - The IVCC Foundation was invited to apply for a \$1,000 grant to improve college access/readiness by Red Lobster Manager, Chris Berger. Marianne Dzik and Tina Hardy created the program, which includes four workshops with DePue High School Juniors held both at the College and DePue High School. Workshops include: 1) a review of "college knowledge" info on paying for college along with a tour of IVCC; 2) Career Cruising career exploration and preparation for college

placement testing; 3) development of a college readiness plan; 4) learning about Darden Restaurant Careers.

Digital Divide Grant (IL Dept of Commerce & Economic Opportunity). IVCC was awarded \$16,000 to improve access to jobs and higher education for populations with limited access to technology. An IVCC team composed of Jamie Gahm and Gail Divan in Continuing Education and Business Services, Joel Torbeck, DWC, Carrie Folken from BEST, Inc., Maria Moreno, Learning Technologies, and Sara Escatel from Adult Education created a program that will be housed at the Streator Community Center and provide staffed computer access for targeted populations, including BEST clients and area GED students. Participants will have computer lab access plus access to no-cost instruction in Understanding Basic Computers, Internet & Email, and Basic Word Processing & Spreadsheets. Courses will emphasize lessons and examples that help participants learn job skills and prepare work or school materials, leading to greater opportunities through employment or enrollment in further college courses. Reed Wilson and Dr. Corcoran met with Representative Frank Mautino this morning in order to bring him up to speed on the building project and also to say thanks for his influence in IVCC being one of eight community colleges receiving a special grant of \$46,500 to help offset the elimination of the Illinois Veteran's Grant. Dr. Corcoran reminded the Board that the LPN pinning ceremony is scheduled for Wednesday, July 25th at 5 p.m. in the gymnasium. He asked board members to notify Jeanne Hayden if they plan to attend. Dr. Corcoran was happy to report that Gary Johnson is convalescing well after recent bypass surgery. He asked everyone to continue to keep him in their prayers.

COMMITTEE REPORTS

None.

FISCAL YEAR 2013 TENTATIVE BUDGET

It was moved by Dr. Driscoll and seconded by Dr. Huffman to adopt the Resolution approving the FY2013 Tentative Budget. Dr. Corcoran noted the \$47.2 million budget for fiscal year 2013 included \$12.5 million in state funding for the new Peter Miller Community Technology Center. Without the Community Technology Center project, the budget would contain \$34.7 million in revenues, a 2.7 percent decrease, and \$36.3 million in expenditures, an .8 percent decrease from 2012. The deficit budget is the result of not levying for tort expenditures but using existing fund balances and using the auxiliary enterprise fund balances to cover a one-time expenditure for converting the current administrative software system to a Microsoft operating environment. During challenging economic times the College is able to present an operating budget that is balanced except for the one-time IT expenditure despite the fact of projecting only 12.2 percent versus the standard one-third of the operating fund revenues coming from the state. Operating revenues total \$20.5 million compared to last year's \$22 million, a decrease of more than \$1.4 million, or 6.7 percent. Operating expenditures are \$20.9 million compared to \$22 million in 2012 a decrease of over \$1 million, or 5 percent. For the time being, eleven full-time positions will not be filled. The focus from this point forward will be on providing only mission-critical services until the state economy turns around. Mr. Mallery was pleased with the adjustments on the operating side, but thought it a bit unpalatable to spend more than what is generated. Dr. Corcoran noted the Board and administration deliberately decided to stop levying for Tort to

spend down the reserves in this fund to a more appropriate level; it is projected to take another three to four years before this happens. Dr. Huffman commended the staff in doing a good job in putting the budget together and making the sacrifices needed. Motion passed by voice vote.

It was moved by Dr. Huffman and seconded by Ms. Olivero to authorize publication of the Notice of Public Hearing. Motion passed by voice vote.

STUDENT ATHLETIC AND CATASTROPHIC STUDENT ATHLETIC INSURANCE RENEWALS

It was moved by Dr. Huffman and seconded by Ms. Burkart to accept the recommendation of the insurance consultant to renew the Student Athletic and Catastrophic Student Athletic insurance coverage with the current carriers at \$35,237. Board members were concerned with the 40 percent increase in premiums. It was noted the insurance company had a loss of 150 percent over the premiums in student claims. It was suggested an insurance waiver be provided to the students and their parents where their insurance would be primary and the College's insurance be secondary. There also could be a provision that the student and parents be liable for the deductible. The College will be seeking bids for insurance next year and it was suggested to consider two years instead of three. Tracy Morris will develop a plan that will cut costs on the student athletic insurance and at the same time be competitive in playing athletics. She will report back to the Board in three to four months, well before the next recruiting cycle. Motion passed by voice vote.

FACULTY RESIGNATION – CHRISTINE DOVE, SOCIOLOGY/ANTHROPOLOGY INSTRUCTOR

It was moved by Dr. Huffman and seconded by Dr. Driscoll to accept with regret Christine Dove's resignation effective upon completion of the summer session and wish her luck in her future endeavors. Motion passed by voice vote.

FACULTY APPOINTMENT – CARMEN N. HARTFORD, ANATOMY & PHYSIOLOGY INSTRUCTOR

It was moved by Mr. Mallery and seconded by Dr. Huffman to approve the appointment of Carmen N. Hartford as the Anatomy & Physiology Instructor assigned to the Division of Natural Sciences & Business, with placement on the salary schedule at Step B-2 - \$38,580 for the 2012-2013 academic year. Motion passed by voice vote.

FACULTY APPOINTMENT – SHANE W. LANGE, AUTOMOTIVE TECHNOLOGY INSTRUCTOR/PROGRAM COORDINATOR

It was moved by Dr. Huffman and seconded by Ms. Olivero to approve the appointment of Shane W. Lange as Automotive Technology Instructor/Program Coordinator assigned to the Division of Career and Technical Programs, with placement on the salary schedule at Step A-4 - \$39,386 for the 2012-2013 academic year. Motion passed by voice vote. Dean Novak introduced Shane Lange and noted he is working on his master's degree in science from the University of Massachusetts. He hopes to complete his degree this time next year. In addition to

his qualifications as a master technician, he almost achieved perfect scores on everything, which is rare.

PURCHASE REQUEST – CONSULTING SERVICES FOR THE UPDATE OF THE COLLEAGUE ADMINISTRATIVE SYSTEM

It was moved by Dr. Driscoll and seconded by Mr. Mallery to engage the services of American Digital Corporation to update the microcode, firmware, and AIX operating system on the Colleague system hardware for a cost not to exceed \$10,000. Harold Barnes noted the purpose for the consulting services is the software is changing and to satisfy the Federal Government, the College must make this change for the financial aid department. This is huge for the students in receiving financial aid. If this system goes down, the College can do nothing – no payroll, no counseling, no admissions, etc. Mr. Barnes does not want to take that risk. The Systems Administrator retired last month and his staff cannot be expected to be experts in everything. Motion passed by voice vote.

PURCHASE REQUEST – HAMPDEN HOME EFFICIENCY AUDITOR TRAINING FACILITY PACKAGE

It was moved by Dr. Huffman and seconded by Mr. Narzewski to purchase the Hampden Home Efficiency Auditor Training Facility Package from Hampden Engineering Corporation in the amount of \$147,500. Dr. Corcoran noted this is a phenomenal piece of equipment which will make an extraordinary difference in the lives of the faculty and students specifically in the HVAC program. This equipment meets the eligibility as a sole source. The package includes the small scale building, curriculum and certification, and 40 hours instructor training as well as a test equipment package. Dr. Corcoran also noted this piece of equipment is one of the first enhancements made available through the Miller Charitable Trust agreement. Motion passed by voice vote.

APPROVAL OF TWO ASSOCIATE IN APPLIED SCIENCE DEGREES: WELDING PRODUCTION TECHNOLOGY & WELDING CONSTRUCTION TECHNOLOGY

It was moved by Dr. Huffman and seconded by Ms. Olivero to approve the Associate of Applied Science degree in Welding Production Technology and the Associate of Applied Science degree in Welding Construction Technology, as presented. Motion passed by voice vote.

INACTIVATION - MEDICAL CODING CERTIFICATE AND MEDICAL TRANSCRIPTION CERTIFICATE

It was moved by Ms. Olivero and seconded by Dr. Huffman to approve the inactivation of the Medical Coding Certificate and Medical Transcription Certificate effective, December 20, 2012. Motion passed by voice vote.

INACTIVATION – SCHOOL TECHNOLOGY COORDINATOR CERTIFICATE, BASIC TEACHERS TECHNOLOGY CERTIFICATE, AND ADVANCED TEACHER TECHNOLOGY CERTIFICATE

It was moved by Dr. Huffman and seconded by Ms. Burkart to approve the inactivation of the School Technology Coordinator Certificate, the Basic Teachers Technology Certificate, and the

Advanced Teacher Technology Certificate, effective August 31, 2012. Dr. Driscoll was disappointed to see a lack of interest in these certificates. Ms. Isermann explained that these certificates were introduced in the 1980s and 1990s when schools needed a technology coordinator that could take a quick certificate program and instruct teachers on the use of technology in the classroom. Now teachers that need additional qualifications take graduate credit hours to go on their transcripts. Schools are hiring people with AAS degrees in computer network administration or bachelor's degrees in networking. The schools are raising the bar. Motion passed by voice vote.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Ms. Olivero and seconded by Dr. Huffman to convene a closed session at 7:28 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.

Student Advisory Vote: "Aye" – Ms. Burkart. Roll Call Vote: "Ayes" – Mr. Mallery, Mr. Narczewski, Ms. Olivero, Dr. Driscoll, Dr. Huffman, and Mr. Thompson. "Nays" – None, motion carried.

After a short break, the Board entered closed session at 7:38 p.m. On a motion by Dr. Driscoll and seconded by Dr. Huffman, the regular meeting resumed at 8:37 p.m. Motion passed by voice vote.

OTHER

It was moved by Dr. Huffman and seconded by Ms. Burkart to approve and retain the closed session minutes of the June 19, 2012 meeting. Motion passed by voice vote.

The contractor for the Peter Miller Community Technology Center wants the administration to submit names of board members that should be included on the plaque in the new building. There are ten placeholders for board members names on the plaque. On May 20, 2009, legislation approved the appropriation. The current seven members of the Board, as well as, Tom Setchell who was here during that period of time, plus two student trustees (Britney Burkart and Brad Cockrel) would fill the ten placeholders. If the Board was to consider going back to March 2008, four additional board members would be included (David Wilcoxson, Deborah Sweeden, Paul Endress, and Lori Scroggs). Dennis Thompson would like a broader approach and include the members of the Board that started to save for this project years ago and made significant contributions to the project. It was suggested members of the board who were serving when the building was dedicated should be on the plaque and if the Board wants to recognize others, another plaque could be purchased at the expense of the College. Some Board members did not want the College to incur the additional expense.

Walt Zukowski had sent correspondence to the Oglesby City Attorney on the questions the Board wanted answered before making a decision on the City of Oglesby's annexation request. Walt has not received a response. Dr. Corcoran also asked Dom Rivara if the City would cover the cost of the electricity to the College electronic sign. He has not received a response.

ADJOURNMENT

It was moved by Ms. Olivero, seconded by Dr. Huffman, and carried unanimously to adjourn the meeting at 8:50 p.m.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
August 9, 2012

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6:30 p.m. on Thursday, August 9, 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
Lori Scroggs, Interim Vice President for Learning and
Student Development
Patrick Berry, Controller

The meeting was called to order at 6:30 p.m. by Dr. Huffman.

PROPERTY/CASUALTY AND WORKERS' COMPENSATION INSURANCE BID RESULTS

It has been the College's practice to bid property/casualty and workers' compensation insurance every three years. A request for proposals was issued and a summary of the proposals by the College's insurance consultant, Bushue Human Resources, Inc., were presented to the Board for their review. The bids that offer the College the lowest proposal are presented by Arthur J. Gallagher. The insurance carriers are from the Illinois Community College Risk Management Consortium (ICCRMC) and Chartis for the Foreign Liability. This Consortium is similar to the College's health insurance consortium. The ICCRMC was formed in 1981. If the College were to accept this proposal, there are a few items that would need consideration. There is a three-year commitment plus any partial fiscal year. Their fiscal year starts in July, so if the College were to join in September 1, 2012, the earliest withdrawal date would be July 1, 2016. IVCC would have representation on the Board of Directors. Members of the Consortium must accept all of the coverages offered including basic and catastrophic student athlete coverages. IVCC's current student athletic policy is in place until August 1, 2013 which at that time would be with the Consortium. There is no guarantee on the rates and premiums. ICCRMC does have the potential to pay dividends based on property values of the member, number of vehicles, payroll, budget, claims and loss experience. The ICCRMC bylaws provide for imposing a fee for new members to join but to date no fees have been imposed. The ICCRMC bylaws also provide for the Board of Directors to authorize supplementary payments, but this has not been done in the history of the ICCRMC. The second lowest proposal was from Mesirow Financial for all coverages except workers' compensation which would be from Kuhl & Company, the College's current agent for all coverages. IVCC's current total premium for all coverages is \$327,899.

ICCRMC's cost would be \$314,325, a savings of \$13,574. Mesirow Financial's cost would be \$318,307, a savings of \$9,592 – a difference of \$3,982. Dr. Corcoran had reservations with the ICCRMC due to being locked in for nearly four years. Other members of the committee shared his concerns. It was the recommendation of the committee to select Mesirow Insurance/Kuhl & Company due to the multiple-year commitment with the Illinois Community College Risk Management Consortium.

CTC CHANGE ORDERS

A list of change orders submitted to and/or approved by the Capital Development Board for the Peter Miller Community Technology Center was presented to the committee. As of July 31, 2012, the change orders, including pending change orders, total \$58,610.04. The project had over a \$2 million contingency, but this was reduced to \$1,056,900 after the bids were received for Phase 1. The College has approved payout of a little over 20 percent of the project and the change orders reflect approximately 5 percent. The change orders will be noted under "Items for Information" in the August board agenda.

CTC PLAQUE EXAMPLE

An example of the Capital Development Board plaque to be displayed in the vestibule of the Peter Miller Community Technology Center along with two supplemental plaques were reviewed by the committee. Dr. Huffman had suggested deleting the PhD after his name and Dr. Driscoll also agreed. The College is waiting for a picture of Peter Miller III for the final completion of the plaque. The plaque included the present IVCC Board of Trustees, IVCC President, Peter Miller, Jr. and Peter Miller III. Two additional plaques were presented – one to recognize State Representative Frank Mautino and former Senator Gary Dahl, former board members, former student trustees, faculty staff and administration and one to describe how the project came about and to further recognize Gary Dahl and Frank Mautino for their support in obtaining state funding. The two additional plaques would be the responsibility of the College and would cost approximately \$2500 each. Dr. Huffman was in agreement to include the plaque with the former board members, but did not feel the plaque describing how the project came about was essential and it diminishes the other plaque. The committee was in consensus to approve the CDB plaque and one additional plaque.

OTHER

Library Hours

An email was sent to everyone indicating the library hours were reduced and the hours would be 9 a.m. to 2 p.m. This is being reconsidered. Administrators are meeting to come up with the right mix of staff to staff the library during normal business hours for the fall semester. The administration feels very confident by taking another look at the budget and reviewing different options, the library will extend hours to something closer to what has been past practice. Dr. Huffman believes reducing the hours would be grossly unfair to the students, faculty and community. He stated we tend to keep doing things the same way instead of accomplishing the same goals by changing the processes. We need to look at how we are doing things and can we do it differently – working smarter and not necessarily working harder.

Christine Radogno Letter

To clearly understand the position of each college on pension reform, Senator Christine Radogno sent a letter to Dr. Corcoran asking for a response to questions regarding shifting the cost of pensions to the local districts. Margaret B. Lee, President of Oakton Community College and President of the Illinois Council of Presidents will be responding on behalf of the Council. The community colleges came to an agreement on the terms of absorbing this cost over a period of 12 to 20 years. The local obligation all in one year would be devastating, approximately \$1.4 million for IVCC. Dr. Corcoran asked the committee members if they were comfortable in him writing a letter to Senator Radogno regarding the impact on IVCC. Steve Alvin, president of the IVCC faculty union, asked if the College agreed to absorbing the cost over 12 years, will the State acknowledge the fact that they should try to get back to the 33 percent level of funding. Dr. Corcoran will incorporate this suggestion into his letter.

ADJOURNMENT

The meeting adjourned at 7:10 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

JULY 2012

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

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – July 2012

Revenues

- As of August 10, the headcount for summer semester 2012 was 1,563, which was 463 students less than at that same point in time last year, excluding Sheridan Correctional Center. Credit hours for summer 2012 were 2,762 less, a 28.98 percent decline, for a total of 6,769. The headcount for fall semester 2012 is 3,708, which is 301 students less than at the same point in time last year. Credit hours for fall 2012 decreased by 3,195, or 8.23 percent, for a total of 35,631, from this point in time one year ago. A decline in PELL grant funding for summer semester has contributed to lower enrollments. Fall semester classes begin August 20.
- Property tax payments have been received from all eight counties for tax year 2011. Of the \$11,194,185 levy, \$5,865,622 has been received. The latest request for a property tax board of review hearing comes from the Senachwine Club in Putnam County asking for their \$350,000 assessment to be reduced by 50 percent. Negotiations continue on the LaSalle Generating Station for tax years 2009, 2010, and 2011. The Marquis Energy complaint continues for tax years 2008, 2009, 2010, and 2011.
- The State of Illinois Base Operating Grant, Equalization Grant, and Adult Education Grants were paid through February as of the fiscal year end. Per the ICCB, it is unlikely we will receive any more Base Operating Grant payments until later in the lapse period, July through December 2012. Funding of the Equalization Grant is even more uncertain. Some Adult Education grant payments were received in July but no Base Operating Grant or Equalization Grant payments for either FY12 or FY13.

Expenditures

Some of the more significant variances in expenditures for the month ending July 31, 2012 include the following:

- Fund 01 – Education Fund – Academic Support – Contractual Services – includes \$70,600 for Blackboard support;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$16,000 of maintenance support for IBM equipment, \$193,275 for Ellucian (formerly Datatel) support, and \$11,250 for Blackboard support;
- Fund 01 – Education Fund – Scholarships, Grants and Waivers – along with institutional waivers and state mandated waivers for senior citizens and veterans, this line item also includes \$108,100 for dual credit reduced tuition.

Protection, Health & Safety Projects in progress:

- Restroom Renovations Phase II –demolition work in Building D restroom stack is close to complete; new plumbing rough-in started; floor leveling in anticipation of future tile work is started;
 - Replace Panic Hardware – project has not yet begun;
 - Ceiling/Lighting Replacement – classroom ceiling asbestos abatement work was complete as of August 3.
- Other Projects:
 - Slope Erosion Project – final completion expected August 21;
 - Community Instructional Center Project – progress continues on schedule.

A tentative schedule for the CIC project follows:

Geothermal Drilling	Geothermal horizontal loops are connected; Geothermal field site preparation for landscaping to start; Pond excavation will resume in August; Trench by softball field is being filled and leveled.
CTC –	Precast panel installation started August 10; Rigid insulation will arrive August 15; interior framing to start; Roofing started August 7; Masonry work will begin the week of August 13; Construction of stairs between stories will start August 27.
CIC – Phase 2	Notice of award has been issued to the contractors by the Capital Development Board but still waiting on authorization to proceed; General Contractor – Vissering Construction Plumbing Contractor – J B Contracting Corp. Ventilating Contractor – Amber Mechanical Contractors Electrical Contractor – Indicom Electric Company LLC Sprinkler Contractor – Absolute Fire Protection Asbestos Abatement – Midwest Asbestos abatement on buildings 5 and 10 is estimated to start August 20; General contractor is estimated to start in mid-September on Buildings 5 and 10 and the maintenance building; The IVCC facilities staff has repaired and cleaned Building 6 in preparation for Auto Technology and Horticultural classes this semester.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 July 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	\$ 3,713,633	\$ 1,447,843	\$ 143,125	\$ 410,742	\$ 233,073	\$ -	\$ -	\$ 5,948,416
Investments	4,589,219	18,520,524	1,343,757	1,650,021	-			26,103,521
Receivables								
Property taxes	7,904,725	1,877,976	1,262,083					11,044,784
Governmental claims	771,767	597,498			67,592			1,436,857
Tuition and fees	2,829,773	-		1,479				2,831,252
Due from other funds	7,277	-	-	437,281	-	-	-	444,558
Bookstore inventories				612,938				612,938
Other assets	19,464	106,464	1,697	8,120	-	-		135,745
Fixed assets - net where applicable				31,764		65,722,141		65,753,905
Other debits								
Amount available in Debt Service Fund							2,750,662	2,750,662
Amount to be provided to retire debt							3,455,549	3,455,549
Total Assets and Other Debits	<u>\$ 19,835,858</u>	<u>\$ 22,550,305</u>	<u>\$ 2,750,662</u>	<u>\$ 3,152,345</u>	<u>\$ 300,665</u>	<u>\$ 65,722,141</u>	<u>\$ 6,206,211</u>	<u>\$ 120,518,187</u>

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

	Governmental Fund Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Fund Types	Fund Types	General Fixed Assets	General Long-Term Debt	
				Enterprise	Trust and Agency Funds			
Liabilities								
Accounts payable	\$ 142,442	\$ 121	\$ -	\$ 35,753	\$ 12	\$ -	\$ -	\$ 178,328
Accrued salaries & benefits	437,554	5,195	-	10,497	-	-	-	453,246
Post-retirement benefits & other	119,473	37,497	-	-	-	-	-	156,970
Unclaimed property	2,472	401	-	-	41	-	-	2,914
Due to other funds	224,645	154,370	-	-	65,543	-	-	444,558
Due to student groups/deposits	97,102	-	-	-	235,069	-	-	332,171
Deferred revenue								-
Property taxes	3,952,363	938,989	631,043					5,522,395
Tuition and fees	-	-	-					-
Grants	-	-	-					-
Bonds payable							6,206,211	6,206,211
Total liabilities	<u>4,976,051</u>	<u>1,136,573</u>	<u>631,043</u>	<u>46,250</u>	<u>300,665</u>	<u>-</u>	<u>6,206,211</u>	<u>13,296,793</u>
Equity and Other Credits								
Investment in general fixed assets						65,722,141		65,722,141
Contributed capital								-
Retained earnings				3,106,095				3,106,095
Fund balance								-
Reserved for grant purposes		272,176						272,176
Reserved for building purposes		11,514,921						11,514,921
Reserved for debt service			2,119,619					2,119,619
Reserved for Liab., Prot., Sett.		4,935,045						4,935,045
Unreserved	14,859,807	4,691,590						19,551,397
Total equity and other credits	<u>14,859,807</u>	<u>21,413,732</u>	<u>2,119,619</u>	<u>3,106,095</u>	<u>-</u>	<u>65,722,141</u>	<u>-</u>	<u>107,221,394</u>
Total Liabilities, Equity and Other Credits	<u>\$19,835,858</u>	<u>\$22,550,305</u>	<u>\$ 2,750,662</u>	<u>\$ 3,152,345</u>	<u>\$ 300,665</u>	<u>\$65,722,141</u>	<u>\$ 6,206,211</u>	<u>\$ 120,518,187</u>

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

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2013 Revenues & Expenditures by Fund
 One Month Ended July 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	\$ 7,623,575	\$ 1,073,256	\$ 843,697	\$ 670,505	\$ 31	\$ 86,401	\$ 477,016	\$ 146,150	\$ 18,294	\$ 10,938,925
Actual Expenditures	(1,143,630)	(83,043)	-	-	-	(217,558)	(350,382)	(6,963)	(12,500)	(1,814,076)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	6,479,945	990,213	843,697	670,505	31	(131,157)	126,634	139,187	5,794	9,124,849
Fund balances July 1, 2012	4,798,949	2,590,700	10,671,224	1,449,114	4,655,537	3,237,252	145,542	4,795,858	30,228	32,374,404
Fund balances July 31, 2012	<u>\$ 11,278,894</u>	<u>\$ 3,580,913</u>	<u>\$ 11,514,921</u>	<u>\$ 2,119,619</u>	<u>\$ 4,655,568</u>	<u>\$ 3,106,095</u>	<u>\$ 272,176</u>	<u>\$ 4,935,045</u>	<u>\$ 36,022</u>	<u>\$ 41,499,253</u>

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Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012

	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,611,055	\$ 3,531,385	53.4%	\$ 2,984,563	44.7%	\$ 6,671,791
Corporate Personal Property Replacement Tax	878,840	-	0.0%	-	0.0%	1,190,000
TIF Revenues	381,000	7,567	2.0%	33,688	9.4%	360,000
Total Local Government	7,870,895	3,538,952	45.0%	3,018,251	36.7%	8,221,791
State Government:						
ICCB Credit Hour Grant	1,923,233	-	0.0%	147,096	8.3%	1,765,157
Equalization	133,618	-	0.0%	11,362	8.3%	136,345
Career/Technical Education Formula Grant	165,000	-	0.0%	-	0.0%	101,121
Dept of Corrections	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total State Government	2,221,851	-	0.0%	158,458	7.9%	2,002,623
Federal Government						
PELL Administrative Fees	10,000	-	0.0%	-	0.0%	8,000
ARRA Grant	-	-	0.0%	-	0.0%	-
Total Federal Government	10,000	-	0.0%	-	0.0%	8,000
Student Tuition and Fees:						
Tuition	6,329,675	3,485,563	55.1%	3,540,064	52.8%	6,706,315
Fees	950,335	511,851	53.9%	567,993	48.1%	1,180,439
Total Tuition and Fees	7,280,010	3,997,414	54.9%	4,108,057	52.1%	7,886,754
Other Sources:						
Investment Revenue	20,000	1,404	7.0%	318	0.8%	40,000
Public Service Revenue	457,450	85,710	18.7%	10,994	1.2%	904,812
Nongovernmental Gifts	48,000	-	0.0%	-	0.0%	48,000
Other	17,100	95	0.6%	1,244	1.3%	92,894
Total Other Sources	542,550	87,209	16.1%	12,556	1.2%	1,085,706
TOTAL EDUCATION FUND REVENUE	17,925,306	7,623,575	42.5%	7,297,322	38.0%	19,204,874
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,461,066	163,610	1.9%	1,189,883	12.9%	9,236,909
Employee Benefits	1,471,033	117,870	8.0%	170,655	11.1%	1,539,288
Contractual Services	133,779	4,001	3.0%	1,815	1.4%	128,150
General Materials & Supplies	382,084	6,234	1.6%	13,228	2.9%	457,723
Conference & Meeting Expenses	45,992	96	0.2%	1,450	1.4%	101,811
Fixed Charges	208,600	(893)	-0.4%	139,472	58.1%	240,000
Utilities	1,000	-	0.0%	(3)	-0.3%	1,000
Capital Outlay	22,500	-	0.0%	-	0.0%	23,916
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 10,726,054	\$ 290,918	2.7%	\$ 1,516,500	12.9%	\$ 11,728,797

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
Academic Support						
Salaries	\$ 617,016	\$ 31,055	5.0%	\$ 71,100	10.5%	\$ 679,854
Employee Benefits	109,095	9,426	8.6%	11,638	10.4%	111,647
Contractual Services	156,464	85,023	54.3%	70,885	46.3%	153,059
General Materials & Supplies	204,882	26,427	12.9%	8,550	2.7%	320,491
Conference & Meeting Expenses	10,437	-	0.0%	-	0.0%	15,782
Fixed Charges	-	-	0.0%	-	0.0%	4,680
Utilities	52,955	139	0.3%	2,347	5.3%	44,143
Capital Outlay	23,750	-	0.0%	-	0.0%	19,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,174,599</u>	<u>152,070</u>	<u>12.9%</u>	<u>164,520</u>	<u>12.2%</u>	<u>1,349,406</u>
Student Services						
Salaries	1,141,956	50,321	4.4%	130,810	11.7%	1,113,536
Employee Benefits	278,952	21,733	7.8%	32,300	11.7%	275,791
Contractual Services	2,050	450	22.0%	-	0.0%	6,885
General Materials & Supplies	48,045	2,575	5.4%	1,320	2.3%	58,567
Conference & Meeting Expenses	12,700	100	0.8%	618	2.9%	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>75,179</u>	<u>5.1%</u>	<u>165,048</u>	<u>11.2%</u>	<u>1,476,329</u>
Public Services/Continuing Education:						
Salaries	418,792	28,935	6.9%	38,793	11.1%	349,346
Employee Benefits	49,405	2,945	6.0%	4,565	12.8%	35,766
Contractual Services	296,000	31,323	10.6%	34,149	9.5%	358,700
General Materials & Supplies	87,950	4,580	5.2%	7,960	6.1%	130,100
Conference & Meeting Expenses	8,375	809	9.7%	71	0.9%	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>68,592</u>	<u>8.0%</u>	<u>85,538</u>	<u>9.7%</u>	<u>882,462</u>
Institutional Support:						
Salaries	1,688,680	106,647	6.3%	197,297	10.3%	1,914,461
Employee Benefits	462,246	53,331	11.5%	73,366	14.8%	494,372
Contractual Services	409,635	236,849	57.8%	197,281	49.1%	401,651
General Materials & Supplies	397,499	30,599	7.7%	32,456	7.7%	421,070
Conference & Meeting Expenses	72,410	398	0.5%	4,359	5.8%	75,720
Fixed Charges	17,000	-	0.0%	518	2.2%	24,000
Utilities	20,613	(8)	0.0%	774	4.9%	15,956
Capital Outlay	362,951	-	0.0%	-	0.0%	38,650
Other	38,000	(449)	-1.2%	1,884	0.0%	-
Total Institutional Support	<u>3,469,034</u>	<u>427,367</u>	<u>12.3%</u>	<u>507,935</u>	<u>15.0%</u>	<u>3,385,880</u>
Scholarships, Grants and Waivers	631,095	129,504	20.5%	102,391	24.3%	422,000
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 18,345,257</u>	<u>\$ 1,143,630</u>	<u>6.2% 0</u>	<u>\$ 2,541,932</u>	<u>13.2%</u>	<u>\$ 19,244,874</u>
INTERFUND TRANSFERS - NET	<u>\$ 419,951</u>	<u>\$ -</u>	<u>0.0%</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
One Month Ended July 31, 2012**

	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,245,606	\$ 666,450	53.5%	\$ 563,784	44.7%	\$ 1,260,330
Corporate Personal Property Replacement Tax	155,089	-	0.0%	-	0.0%	210,000
TIF	127,000	2,522	2.0%	11,229	9.6%	116,885
Total Local Government	1,527,695	668,972	43.8%	575,013	36.2%	1,587,215
State Government:						
ICCB Credit Hour Grant	339,394	-	0.0%	25,958	8.3%	311,498
Total State Government	339,394	-	0.0%	25,958	8.3%	311,498
Student Tuition and Fees:						
Tuition	672,792	401,288	59.6%	408,102	54.9%	743,178
Total Tuition and Fees	672,792	401,288	59.6%	408,102	54.9%	743,178
Other Sources:						
Facilities Revenue	94,000	972	1.0%	1,631	0.9%	187,000
Investment Revenue	2,000	138	6.9%	1,717	34.3%	5,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	1,886	0.0%	587	0.0%	-
Total Other Sources	96,000	2,996	3.1%	3,935	2.0%	192,000
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,635,881	\$ 1,073,256	40.7%	\$ 1,013,008	35.7%	\$ 2,833,891

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	Annual Budget FY2013	Actual 07/31/12	Act/Budget 8.3%	Actual 07/31/11	Act/Budget FY12	Annual Budget FY2012
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 848,004	\$ 34,174	4.0%	\$ 96,968	11.2%	\$ 862,900
Employee Benefits	226,694	15,843	7.0%	24,528	11.2%	218,101
Contractual Services	183,900	2,023	1.1%	11,271	6.1%	183,700
General Materials & Supplies	282,500	6,751	2.4%	2,889	1.2%	250,976
Conference & Meeting Expenses	4,000	495	12.4%	-	0.0%	6,000
Fixed Charges	40,000	-	0.0%	-	0.0%	40,000
Utilities	809,410	17,305	2.1%	19,553	2.4%	819,410
Capital Outlay	129,000	-	0.0%	-	0.0%	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	76,591	3.0%	155,209	5.6%	2,748,987
Institutional Support:						
Salaries	56,881	2,408	4.2%	6,646	11.9%	56,007
Employee Benefits	8,792	721	8.2%	1,070	12.6%	8,497
Contractual Services	2,400	2,395	99.8%	2,395	95.8%	2,500
General Materials & Supplies	3,300	252	7.6%	-	0.0%	4,900
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	4,000	676	16.9%	338	2.6%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	75,373	6,452	8.6%	10,449	12.3%	84,904
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,635,881	\$ 83,043	3.2%	\$ 165,658	5.8%	\$ 2,833,891

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**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012**

	<u>Annual Budget FY2013</u>	<u>Actual 7/31/12</u>	<u>Act/Budget 8.3%</u>	<u>Actual 7/31/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,557,008	\$ 832,932	53.5%	\$ 704,706	45.8%	\$ 1,537,220
State Government Sources	12,500,000	-	0.0%	-	0.0%	-
Investment Revenue	180,000	10,765	6.0%	1,491	3.0%	50,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>14,237,008</u>	<u>843,697</u>	<u>5.9%</u>	<u>706,197</u>	<u>44.5%</u>	<u>1,587,220</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	14,237,008	-	0.0%	12,941	0.2%	6,587,220
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>14,237,008</u>	<u>-</u>	<u>0.0%</u>	<u>12,941</u>	<u>0.2%</u>	<u>6,587,220</u>
Other Financing Source - Bond Issuance	-	-	0.0%	-	0.0%	(5,000,000)
Transfer In (Out)	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 7/31/12</u>	<u>Act/Budget 8.3%</u>	<u>Actual 7/31/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,261,840	\$ 670,454	53.1%	\$ 562,241	44.4%	\$ 1,265,000
Investment Revenue	2,000	51	2.6%	285	5.7%	5,000
TOTAL BOND & INTEREST FUND REVENUES	<u>1,263,840</u>	<u>670,505</u>	<u>53.1%</u>	<u>562,526</u>	<u>44.3%</u>	<u>1,270,000</u>
BOND & INTEREST FUND						
Institutional Support						
Debt Principal Retirement	1,261,840	-	0.0%	-	0.0%	1,265,000
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	500	-	0.0%	-	0.0%	400
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,262,340</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 1,265,400</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 7/31/12</u>	<u>Act/Budget 8.3%</u>	<u>Actual 7/31/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ 31	0.2%	\$ 1,130	2.8%	\$ 40,000
TOTAL WORKING CASH REVENUES	<u>20,000</u>	<u>31</u>	<u>0.2%</u>	<u>1,130</u>	<u>2.8%</u>	<u>40,000</u>
Transfers In (Out)	<u>\$ (120,000)</u>	<u>\$ -</u>	<u>0.0%</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
One Month Ended July 31, 2012

AUXILIARY ENTERPRISES FUND	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
Service Fees	\$ 2,666,700	\$ 84,347	3.2%	\$ 97,262	2.9%	\$ 3,324,756
Data Processing Rentals	-	-	0.0%	-	0.0%	-
Other Revenue	1,000	2,004	200.4%	40	0.0%	-
Investment Revenue	5,000	50	1.0%	1,469	9.8%	15,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	<u>2,672,700</u>	<u>86,401</u>	3.2%	<u>98,771</u>	3.0%	<u>3,339,756</u>
AUXILIARY ENTERPRISES FUND						
Salaries	349,348	13,434	3.8%	68,362	11.8%	578,459
Employee Benefits	93,053	7,219	7.8%	25,378	11.9%	213,312
Contractual Services	51,035	1,491	2.9%	-	0.0%	39,230
Materials & Supplies	2,240,300	194,421	8.7%	692,498	28.7%	2,415,319
Conference & Meeting	21,683	-	0.0%	-	0.0%	30,196
Fixed Charges	53,400	993	1.9%	-	0.0%	45,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	-	0.0%	5,826
Other	103,000	-	0.0%	-	0.0%	63,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	<u>2,915,659</u>	<u>217,558</u>	7.5%	<u>786,238</u>	23.2%	<u>3,390,342</u>
Transfer In (Out)	<u>\$ (265,537)</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ 62,000</u>

Fiscal Year 2013 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
State Government Sources	\$ 468,498	\$ -	0.0%	\$ 17,900	4.8%	\$ 371,408
Federal Government Sources	7,701,634	475,816	6.2%	539,411	8.0%	6,711,969
Service Fees	3,000	200	6.7%	-	0.0%	-
Other Revenue	11,000	1,000	9.1%	1	0.0%	35,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	<u>8,184,132</u>	<u>477,016</u>	5.8%	<u>557,312</u>	7.8%	<u>7,118,377</u>
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	415,474	12,884	3.1%	19,444	5.4%	357,432
Employee Benefits	81,388	6,298	7.7%	8,250	9.1%	90,287
Contractual Services	61,654	2,500	4.1%	15,901	23.3%	68,360
Materials & Supplies	109,812	463	0.4%	2,946	2.3%	130,453
Conference & Meeting	73,520	60	0.1%	2,481	6.0%	41,279
Fixed Charges	3,000	-	0.0%	-	0.0%	2,250
Utilities	2,350	-	0.0%	-	0.0%	2,900
Capital Outlay	33,286	2,845	8.5%	7,350	14.7%	50,000
Other (P-16 Grant Waivers)	9,030	-	0.0%	-	0.0%	8,679
Total Instruction	<u>\$ 789,514</u>	<u>\$ 25,050</u>	3.2%	<u>\$ 56,372</u>	7.5%	<u>\$ 751,640</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
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	-	0.0%	-	0.0%	-
Total Academic Support	<u>160,000</u>	<u>-</u>	<u>0.0%</u>	<u>414</u>	<u>0.0%</u>	<u>-</u>
Student Services						
Salaries	199,755	12,595	6.3%	19,361	10.7%	180,825
Employee Benefits	61,214	4,923	8.0%	6,618	15.3%	43,259
Contractual Services	4,150	-	0.0%	-	0.0%	4,000
Materials & Supplies	7,100	-	0.0%	95	0.7%	13,500
Conference & Meeting	12,209	-	0.0%	(340)	-1.3%	25,500
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	32,000	2,920	9.1%	7,255	22.7%	32,000
Total Student Services	<u>316,428</u>	<u>20,438</u>	<u>6.5%</u>	<u>32,989</u>	<u>11.0%</u>	<u>299,084</u>
Public Service						
Salaries	405,046	37,577	9.3%	57,975	11.9%	488,912
Employee Benefits	82,379	10,680	13.0%	15,162	13.9%	108,782
Contractual Services	146,701	2,785	1.9%	2,046	1.4%	145,205
Materials & Supplies	81,470	1,996	2.4%	4,674	6.1%	76,683
Conference & Meeting	49,017	1,585	3.2%	5,175	10.3%	50,410
Fixed Charges	19,119	(158)	-0.8%	194	0.8%	25,735
Utilities	5,105	-	0.0%	-	0.0%	6,088
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	200	-	0.0%	-	0.0%	178
Total Public Service	<u>789,037</u>	<u>54,465</u>	<u>6.9%</u>	<u>85,226</u>	<u>9.4%</u>	<u>901,993</u>
Auxiliary Services						
Salaries	-	-	0.0%	-	0.0%	4,000
Employee Benefits	-	-	0.0%	-	0.0%	320
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	18,844
Conference & Meeting	-	-	0.0%	-	0.0%	1,000
Other (Child Care Subsidies)	-	-	0.0%	-	0.0%	10,000
Total Auxiliary Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,164</u>
Operations & Maintenance of Plant:						
Contractual Services	-	-	0.0%	-	0.0%	-
Total Operations & Maintenance	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012

	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ -	0.0%	\$ -	0.0%	\$ 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>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>75,496</u>
Student grants and waivers (PELL & SEOG)	<u>6,088,493</u>	<u>250,429</u>	<u>4.1%</u>	<u>554,366</u>	<u>11.0%</u>	<u>5,061,000</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,234,717</u>	<u>\$ 350,382</u>	<u>4.3%</u>	<u>\$ 729,367</u>	<u>10.2%</u>	<u>\$ 7,123,377</u>
Transfer In (Out)	<u>\$ 27,000</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 274,033	\$ 146,109	53.3%	\$ 122,553	47.4%	\$ 258,368
Investment Revenue	20,000	41	0.2%	-	0.0%	50,000
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>294,033</u>	<u>146,150</u>	<u>49.7%</u>	<u>122,553</u>	<u>39.7%</u>	<u>308,368</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES

Operations & Maintenance of Plant						
Salaries	-	231	0.0%	17,966	0.0%	-
Employee Benefits	-	14	0.0%	3,987	0.0%	-
Contractual Services	401,500	760	0.2%	150	0.0%	401,500
Material & Supplies	100	14	14.0%	3	3.0%	100
Conference & Meeting	500	-	0.0%	-	0.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	(1)	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 402,100</u>	<u>\$ 1,018</u>	<u>0.3%</u>	<u>\$ 22,106</u>	<u>5.5%</u>	<u>\$ 402,100</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
One Month Ended July 31, 2012

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries	\$ 68,073	\$ 5,003	7.3%	\$ 1,886	2.8%	\$ 68,291
Employee Benefits	233,919	1,047	0.4%	3,983	1.6%	254,530
Contractual Services	55,000	-	0.0%	-	0.0%	12,000
Material & Supplies	2,750	60	2.2%	60	2.6%	2,300
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	378,500	(165)	0.0%	57,390	14.7%	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>5,945</u>	0.8%	<u>63,319</u>	8.7%	<u>727,871</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,140,342</u>	<u>\$ 6,963</u>	0.6%	<u>\$ 85,425</u>	7.6%	<u>\$ 1,129,971</u>

Fiscal Year 2013 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2013	Actual 7/31/12	Act/Budget 8.3%	Actual 7/31/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 34,500	\$ 18,293	53.0%	\$ 15,365	48.8%	\$ 31,508
Investment Revenue	-	1	0.0%	-	0.0%	200
TOTAL AUDIT FUND REVENUES	<u>34,500</u>	<u>18,294</u>	53.0%	<u>15,365</u>	48.5%	<u>31,708</u>
AUDIT FUND						
Contractual Services	<u>34,500</u>	<u>12,500</u>	36.2%	<u>9,500</u>	29.2%	<u>32,500</u>
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 34,500</u>	<u>\$ 12,500</u>	36.2%	<u>\$ 9,500</u>	29.2%	<u>\$ 32,500</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
All Funds
One Month Ended July 31, 2012**

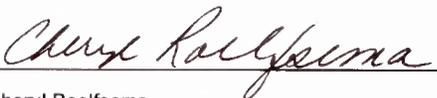
Department	Annual Budget FY2013	Actual 7/31/2012	Act/Budget 8.3%	Explanation
President	\$ 301,234	\$ 21,250	7.1%	
Board of Trustees	21,000	5,504	26.2%	ICCTA Dues
Community Relations	332,604	14,270	4.3%	
Development Office	-	3,881	0.0%	
Continuing Education	1,098,209	91,163	8.3%	
Facilities	16,797,516	76,591	0.5%	
Information Technologies	1,923,871	383,506	19.9%	Annual maintenance agreements
Academic Affairs	227,778	16,513	7.2%	
Academic Affairs (AVPCE)	905,283	26,128	2.9%	
Adult Education	516,636	18,641	3.6%	
Dislocated Workers Center	597,452	39,273	6.6%	
Learning Technologies	607,529	43,011	7.1%	
Career & Tech Education Division	1,758,222	49,863	2.8%	
Natural Science & Business Division	2,107,206	64,043	3.0%	
Humanities & Fine Arts/Social Science Division	2,168,613	38,925	1.8%	
Health Professions Division	1,939,030	67,777	3.5%	
English, Mathematics, Education Division	2,421,081	56,200	2.3%	
Admissions & Records	360,857	20,916	5.8%	
Student Development	639,502	27,406	4.3%	
Student Services	128,371	8,932	7.0%	
Financial Aid	6,520,976	268,353	4.1%	
Athletics	241,247	11,127	4.6%	
TRIO (Student Success Grant)	300,652	20,437	6.8%	
Safety Service	400,000	258	0.1%	
Business Services/General Institution	2,174,356	78,174	3.6%	
Risk Management	740,342	6,705	0.9%	
Tuition Waivers	631,095	129,504	20.5%	Early Entry College tuition waivers
Purchasing	108,502	6,765	6.2%	
Human Resources	121,403	7,151	5.9%	
Bookstore	2,501,943	201,991	8.1%	
Shipping & Receiving	75,373	6,452	8.6%	
Copy Center	134,321	3,366	2.5%	
Total FY12 Expenditures	\$ 48,802,204	\$ 1,814,076	3.7%	

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

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 187,776.62	\$ 831,976.98	\$ 610,012.13	\$ 1,271.73	\$ 481,670.96	\$ (435,594.31)	\$ 389,575.71	\$ 1,419.89	\$ 585,105.33	\$ 3,253,162.99
Total Receipts	3,632,772.08	191,345.14	188,986.50	141,853.09	85,744.61	226,587.42	30.67	3,625.60	31,063.37	4,502,008.48
Total Cash	3,820,548.70	1,023,322.12	798,998.63	143,124.82	567,415.57	(209,006.89)	389,606.38	5,045.49	616,168.70	7,155,223.52
Due To/From Accts	(5,566.46)	(7.01)	-	-	5,980.95	(393.62)	-	-	(13.86)	(0.00)
Transfers/Bank CDs	498,703.34	-	-	-	-	75,368.19	-	25,928.47	-	600,000.00
Expenditures	(1,657,947.73)	(147,751.11)	-	-	(173,266.57)	(166,823.85)	-	(12,500.00)	(32,614.79)	(2,190,904.05)
ACCOUNT BALANCE	2,655,737.85	875,564.00	798,998.63	143,124.82	400,129.95	(300,856.17)	389,606.38	18,473.96	583,540.05	5,564,319.47
Deposits in Transit	(297,398.13)									(297,398.13)
Outstanding Checks	80,481.28									80,481.28
BANK BALANCE	2,438,821.00	875,564.00	798,998.63	143,124.82	400,129.95	(300,856.17)	389,606.38	18,473.96	583,540.05	5,347,402.62
Certificates of Deposit	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	11,850,000.00
Illinois Funds	2,565,428.05	1,223,790.88	1,301,554.39	843,756.59	450,021.17	-	-	-	243,441.86	6,627,992.94
CDB Trust Fund CTC			6,543,377.21							6,543,377.21
Bldg Reserve-ILLFund			1,082,150.30							1,082,150.30
Total Investment	\$ 3,065,428.05	\$ 1,523,790.88	\$ 9,927,081.90	\$ 1,343,756.59	\$ 1,650,021.17	\$ -	\$ 4,250,000.00	\$ -	\$ 4,343,441.86	\$ 26,103,520.45

LaSalle State Bank	\$ 200,263.33
Centrue Bank	4,107,579.33
Peru Savings Bank	1,039,559.96
	<u>\$ 5,347,402.62</u>

Respectfully submitted,



Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
July 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>
8/2/2012							2,000,000	2,000,000	FSB	0.95%	0.95%	1012583709
9/20/2012						500,000		500,000	FSB	0.95%	0.95%	1012812309
10/4/2012			500,000				500,000	1,000,000	FSB	0.95%	0.95%	1012883729
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%	1013096844
12/13/2012	500,000		500,000				1,000,000	2,000,000	FSB	0.65%	0.65%	1013190905
12/20/2012				500,000		1,000,000	500,000	2,000,000	FSB	0.65%	0.65%	1013221568
1/30/2013						100,000		100,000	NCB	0.60%	0.60%	35803
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
6/7/2013		300,000			1,200,000			1,500,000	FSB	0.75%	0.75%	1012287786
Total CD	500,000	300,000	1,000,000	500,000	1,200,000	4,250,000	4,100,000	11,850,000				

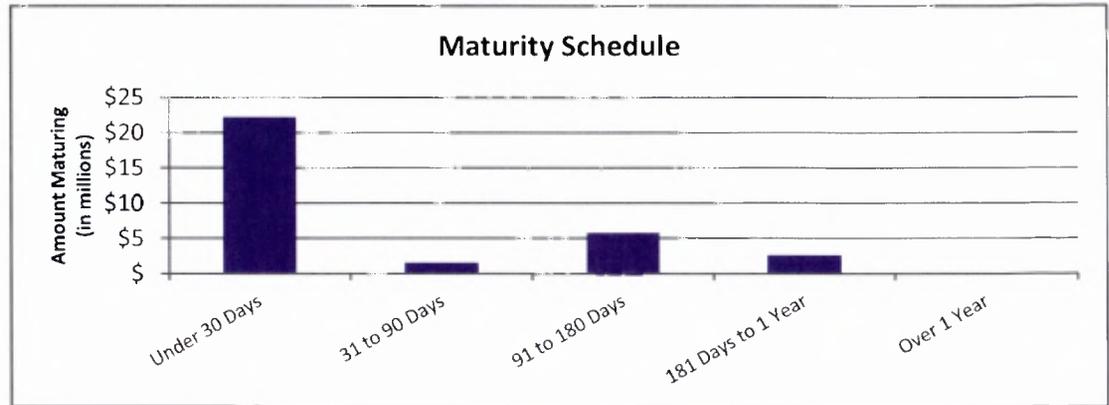
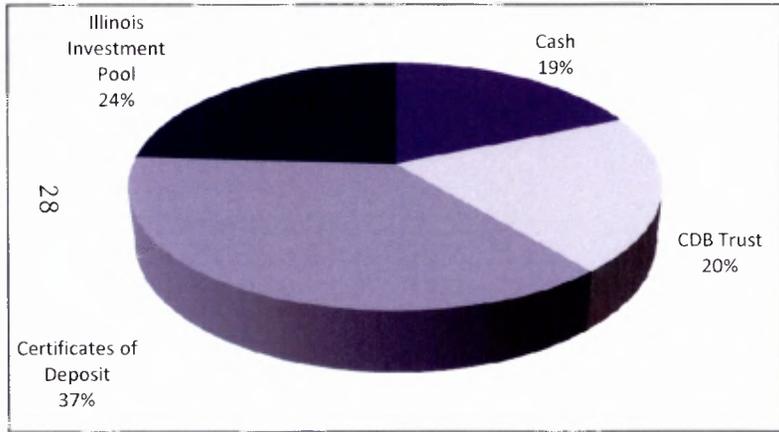
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
CFNB	Citizens First National Bank	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.12%

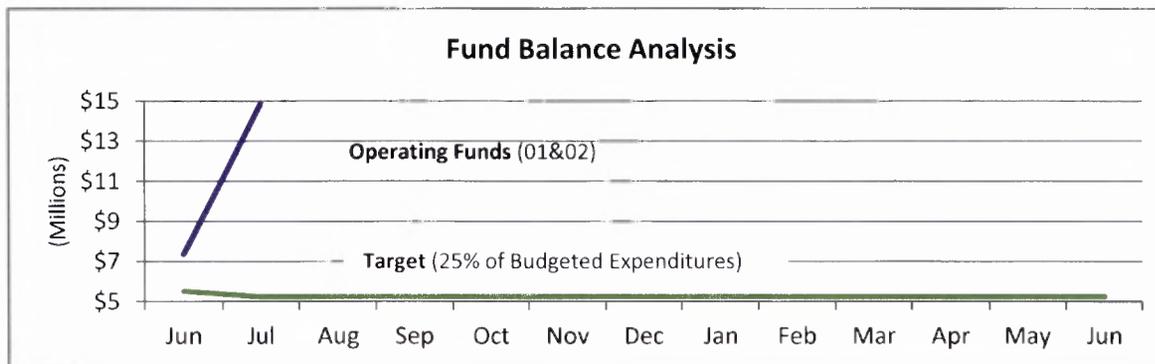
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
July 31, 2012**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	18.6%	\$ 5,948,416	0.15%
CDB Trust	20.4%	6,543,377	1.90%
Certificates of Deposit	37.0%	11,850,000	0.76%
Illinois Investment Pool	24.1%	7,710,143	0.09%
Total	100.0%	\$ 32,051,936	0.72%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 7,710,143			\$ 7,710,143	24%
Centrue Bank			4,107,579	4,107,579	13%
First State Bank		11,500,000		11,500,000	36%
LaSalle State Bank			200,263	200,263	1%
Marseilles Bank		250,000		250,000	1%
North Central Bank		100,000		100,000	0%
Citizens First National			6,924,874	6,924,874	22%
Peru Federal Savings			1,259,077	1,259,077	4%
Total	\$ 7,710,143	\$ 11,850,000	\$ 12,491,793	\$ 32,051,936	100%



Weighted Average Maturity of CD's 132 Days



\$5,000 and Over Check Register

07/01/12 - 07/31/12

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
524966	07/03/12	0000001	Illinois Valley Community College	\$ 98,569.77	Federal & State Payroll Taxes (07/03/12)
524974	07/03/12	0082897	SURS	51,001.20	Payroll (07/03/12)
700033	07/03/12	0117008	Spirit of Peoria	18,440.00	Elderhostel
ACH	07/09/12		VALIC Retirement Services	14,299.59	403(b) & 457(b)Payroll (07/03/12)
700061	07/12/12	0001369	Ameren Illinois	29,546.86	Electricity (04/10/12-05/09/12), Gas-East Campus (04/11/12-05/12/12)
700062	07/12/12	0081443	American Express	21,441.12	CDW Government Inc., Cengage Learning Inc., Central Illinois Trucks Inc., Elsevier Science , Pearson Education, Inc.
700063	07/12/12	0156834	Are We There Yet?, LLC	27,350.00	Continuing Education Trip to Niagara Falls
700139	07/12/12	0108916	CCIC	293,225.22	Health Insurance (July)
700094	07/12/12	0005259	ICCTA	5,445.00	Half of FY13 Dues
700098	07/12/12	0079038	IVCC Student Activity	15,125.61	Police & Fire Marshall Scholarships, National Guard Awards, CH 33 Veteran Awards
700099	07/12/12	0041932	IVCC Tuition	24,342.69	Tuition (DWC)
700140	07/12/12	0180447	Prudential Insurance Company	6,002.41	Life & Disability Insurance (July)
700124	07/12/12	0001104	Sauk Valley Community College	11,286.50	Tuition (DWC)
700150	07/19/12	0099391	Blackboard, Inc.	68,531.00	Hosting Fee and Software Maintenance
700154	07/19/12	0169822	Constellation NewEnergy - Gas	5,152.50	Natural Gas (06/01/12-06/30/12)
700161	07/19/12	0001515	Ellucian, Inc.	193,274.00	Software Maintenance and License Renewals
700186	07/19/12	0187054	McGladrey & Pullen , LLP	12,500.00	Audit Financial Statement
700213	07/19/12	0001927	Walter J Zukowski & Associates	15,888.48	Legal Services
700231	07/23/12	0000001	Illinois Valley Community College	8,760.00	Rental Book Refunds
700237	07/23/12	0000001	Illinois Valley Community College	95,368.24	Federal & State Payroll Taxes (07/19/12)
700246	07/23/12	0082897	SURS	49,460.84	Payroll (07/19/12)
700274	07/26/12	0109033	Elsevier Science	62,234.74	Books for Resale
700279	07/26/12	0181795	G4S Secure Solutions (USA) Inc	24,612.48	Security Service
700291	07/26/12	0079038	IVCC Student Activity	42,558.23	Scholarship and National Guard Awards
700292	07/26/12	0041932	IVCC Tuition	7,211.06	Tuition (DWC), Americorp Awards
700316	07/26/12	0186294	Rick Wills Training & Consulting	5,517.50	Consulting (Business Seminars)
700323	07/26/12	0001594	Service Wholesale	16,210.17	Supplies for Resale
700273	07/26/12	0185245	The Bach Company	16,746.48	Supplies for Resale

\$ 1,240,101.69

Stipends For Pay Period 07/14/12

Bias, Timothy John	SU/12 Prog Coord Pay Manufacturing	07/01/12	07/14/12	07/14/12	RE	\$640.00	11320410051340				
Brayton, Hailee Rae	Granville Rec	07/01/12	07/14/12	07/14/12	RE	\$324.00	56920597351900				
Codo, Kim G	Guitar Lessons / 8	05/23/12	07/14/12	07/14/12	RE	\$251.28	11120650051320				
De Vries, Robert J	Fundamentals of CNC	07/12/12	07/14/12	07/14/12	SS	\$3,120.50	14210331051320	CNC-1200-195	Fund. of CNC Operations		
Dove, Christine E	SOC 1000 300 One Class	07/03/12	07/14/12	07/14/12	SS	\$120.00	11120650051340				
Forney, Brittany	Granville Rec	07/01/12	07/14/12	07/14/12	RE	\$240.00	56920597351900				
Hodgson, Laura Ann	Prep for Fall Classes	07/02/12	07/14/12	07/14/12	RE	\$1,130.76	11420730051340				
Khouaja, James Alonzo	Granville Rec	07/01/12	07/14/12	07/14/12	RE	\$72.00	56920597351900				
Killian, Melissa J.	7 Sessions	07/01/12	07/14/12	07/14/12	RE	\$224.00	13230030851540				
Mekeel, Ashley Marie	Piano Lessons / 12	05/11/12	07/14/12	07/14/12	RE	\$334.68	11120650051320				
Moskalewicz, James P	14 Sessions	07/01/12	07/14/12	07/14/12	RE	\$448.00	13230030851540				
Panizzi, Gerald W	LaSalle County # 824	07/11/12	07/14/12	07/14/12	ST	\$150.00	14110394251320	CDV-6000-03	LaSalle Co Driver Improvement		
Panizzi, Gerald W	Driver Improvement #823, #822	06/30/12	07/14/12	07/14/12	RE	\$375.00	14110394251320	CDV-6000-03	LaSalle Co Driver Improvement		
Prine, Renee Marie	7 Sessions	07/01/12	07/14/12	07/14/12	RE	\$224.00	13230030851540				
		TOTAL STIPENDS					\$7,654.22				

30

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran

Dr. Jerry Corcoran
President

8/1/12

*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 Ending 07/28/12

Cook Fesperman, Amanda Pauline	PSI 1000 100	7/16/2012	8/11/2012	8/11/2012	SS	\$1,920.00	11120650051340	PSI-1000-100	American National Government	
Francisco, Marjorie Lynn	2nd yr Nursing Coordinator	7/26/2012	7/28/2012	7/28/2012	ST	\$640.00	11420730051340			
Hodgson, Laura Ann	Prep for Fall Classes	7/16/2012	7/28/2012	7/28/2012	ST	\$1,601.91	11420730051340			
Hogue, Julie Ann	1st yr Nursing Coordinator	7/26/2012	7/28/2012	7/28/2012	ST	\$640.00	11420730051340			
Killian, Melissa J.	14 Sessions	7/10/2012	7/28/2012	7/28/2012	ST	\$448.00	13230030851540			
Koehler, Richard A	# 826 LaSalle County GDL	7/16/2012	7/28/2012	7/28/2012	ST	\$300.00	14110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Koehler, Richard A	# 168 Bur/Putnam County GDL	7/14/2012	7/28/2012	7/28/2012	ST	\$150.00	14110394351320	CDV-7000-03	Bureau Co. Driver Improvement	
Leadingham, Paul	Welding Assessment Heartland	7/14/2012	7/28/2012	7/28/2012	ST	\$750.00	14210331051320			
Moskalewicz, James P	7 Sessions	7/10/2012	7/28/2012	7/28/2012	ST	\$224.00	13230030851540			
Niemeyer, Loren	GNT 1201 01	7/16/2012	7/28/2012	7/28/2012	SS	\$1,785.00	11320410051320	GNT-1201-01		
Panizzi, Gerald W	# 825 LaSalle County GDL	7/21/2012	7/28/2012	7/28/2012	ST	\$187.50	14110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Phillips, Michael Alan	GEL 1007-01	7/16/2012	8/11/2012	8/11/2012	SS	\$2,944.00	11220570051340	GEL-1007-01	Environmental Geology	
Prine, Renee Marie	14 Sessions	7/15/2012	7/28/2012	7/28/2012	ST	\$448.00	13230030851540			
Smith, Sara E	Applied Food Service Sanitation	7/9/2012	7/28/2012	7/28/2012	ST	\$804.00	14110394151320	FSS-1200-630	Appl. Food Service Sanitation	
Sowers, Jennifer Lynn	FY13 Retro Pay	7/28/2012	7/28/2012	7/28/2012	RE	\$20.16	13130030751620			
Sprong, Connie Lee	FY13 Retro Pay	7/28/2012	7/28/2012	7/28/2012	RE	\$30.68	13130030751620			
Vescogni, Tanya Allison	Science Snippets	7/9/2012	7/28/2012	7/28/2012	ST	\$222.75	14110394151320			
TOTAL STIPENDS						\$13,116.00				

31

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 8/1/12

Dr. Jerry Corcoran
President

*Earmtypes
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

Purchase Request – Radio Advertising Contracts

Each year Community Relations and Marketing enters into several one-year radio advertising contracts. The payments are expended monthly. The contracts for fiscal year 2013 which total \$10,000 or more are listed below:

- NRG Media – Ottawa, Illinois - \$14,645
- LaSalle County Broadcasting Corp. – Oglesby, Illinois - \$14,120
- The Radio Group – Peru, Illinois - \$24,198
- WZOE, Inc. – Princeton, Illinois - \$13,200

Recommendation:

The administration recommends Board approval to expend \$66,163 for annual radio advertising contracts for fiscal year 2013 from NRG Media, LaSalle County Broadcasting Corp., The Radio Group, and WZOE, Inc.

Purchase Request – Fuel for Truck Driver Training Program

The Truck Driver Training Program will expend an estimated \$41,000 annually on fuel for its vehicles. There is no on-site fuel storage at our campus. Fuel is purchased at the pump, so it is not realistic to conduct a bidding process. There are only two vendors, Sapp Bros. and Flying J, in close proximity that can easily accommodate our vehicles.

Recommendation:

The administration recommends Board approval to expend an estimated \$41,000 for fuel for the Truck Driving Training Program from Sapp Bros., Peru, Illinois and Flying J, LaSalle, Illinois.

Consortia Purchases

The College has joined several purchasing consortia with the State of Illinois, the Illinois Community College System, and other higher education institutions. Membership in these consortia allows IVCC to purchase items that have already been through a bidding process by the consortia.

Recommendation:

The administration recommends Board approval to purchase the following through buying consortiums:

- **Janitorial supplies from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated annual cost of \$40,000 through the Illinois Public Higher Education Cooperative (IPHEC).**
- **Elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through Horizon Resource Group at an annual cost of \$17,443.56.**

Bid Results – Printing Supplies

Bids for printing supplies were received and publicly opened on August 6, 2012. The supplies consist of OEM toner cartridges for campus-wide use in printers. Smart Group Systems of Richardson, Texas submitted the lowest, most responsible bid in the amount of \$34,168. The following is a summary of the bids received.

Smart Group Systems - Richardson, TX	\$ 34,168.00
Tiger Direct – Naperville, IL	\$ 34,324.32
CVR Computer Supplies – Cherry Hill, NJ	\$ 34,424.00
CNI Office Supplies – Franklin Park, NJ	\$ 35,151.06
CDW-Government – Vernon Hills, IL	\$ 36,112.00
ASE Direct – Franklin, TN	\$ 36,523.45
Howard Technology Solutions – Laurel, MS	\$ 36,700.00
Z Reiss & Associates – Brooklyn, NY	\$ 36,916.37
Connecting Point Computer Centers – Peru, IL	\$ 39,107.85
Presstek – Des Plaines, IL	\$ 40,733.21
PMI Computer Supplies – St. Louis, MO	\$ 43,920.64

Recommendation:

The administration recommends the Board accept the bid from Smart Group Systems for printing supplies in the amount of \$34,168.

FY2013 Budget – Resolution to Adopt the Budget

A notice of Public Hearing was published designating August 21, 2012 at 6:30 p.m. in the Board Room (C-307) on the campus of Illinois Valley Community College for a public hearing. The tentative FY2013 budget has been on display in the Business Office since July 18, 2012.

Recommendation:

The administration requests approval of the resolution to adopt the FY2013 Budget, as presented.

RESOLUTION TO ADOPT BUDGET

RESOLUTION

WHEREAS, the Board of Trustees of Illinois Valley Community College District No. 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board have made the same conveniently available to public inspection for at least 30 days prior to final action thereon; and

WHEREAS, a Public Hearing was held as to such budget on the 21st day of August, 2012, notice of said hearing was given at least 30 days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE, DISTRICT NO. 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY AND LIVINGSTON, as follows:

SECTION 1: That the fiscal year of this School District be and the same hereby is fixed and declared to commence July 1, 2012, and to end June 30, 2013.

SECTION 2: That the following Budget, attached hereto and made a part hereof, contains an estimate of amounts available in each fund, separately, and of expenditures from each fund be and the same is hereby adopted as the Budget of Illinois Valley Community College District No. 513 for said fiscal year.

Upon motion by Member _____ to adopt the above resolution, seconded by Member _____, a roll call vote was taken and the Members voted as follows:

<u>Members Voting Aye</u>	<u>Members Voting Nay</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

RESOLUTION TO ADOPT BUDGET

Page 2

The Chairperson declared the Motion duly carried this 21st day of
August, 2012.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Bid Results – Property/Casualty and Workers’ Compensation Insurance

A request for proposal for the College’s property/casualty and workers’ compensation insurance was prepared by Bushue Human Resources, Inc. The proposals were publicly opened on July 17, 2012.

The lowest proposal was submitted by the Illinois Community College Risk Management Consortium at \$314,325, which is \$13,574, or 4.14 percent, less than our current premiums. However, joining the consortium requires a three-year commitment starting from the beginning of their next fiscal year, July 1, 2013. For the College, this would mean no change until July 1, 2016. The College would also be required to have all coverages including student athletic insurance with the Consortium.

The second lowest proposal is a combination of Mesirow Financial and Kuhl & Company. All coverages except workers’ compensation would be from Mesirow Financial. Kuhl & Company would provide the workers’ compensation coverage. Our current carrier for all coverages is Kuhl & Company. This would result in total premiums of \$316,675, which is \$9,592, or 2.93 percent, less than our current premiums.

The administration is recommending purchasing property/casualty and workers’ compensation insurance from Mesirow Financial and Kuhl & Company. The difference of \$3,982 in total premiums is not significant enough to commit to an almost four year agreement with the Illinois Community College Risk Management Consortium. The arrangement with Mesirow Financial and Kuhl & Company will allow flexibility in making changes to either our insurance carrier or agent.

Recommendation:

The administration recommends the Board accept the proposal for property/casualty insurance from Mesirow Financial and workers’ compensation insurance from Kuhl & Company for total premiums of \$316,675.

Bushue Human Resources, Inc.

*An Outsourced Risk Management Company Focusing on Human Resources,
Insurance, Background Screening and Fingerprinting*

104 N Second St. Ste B
PO Box 89
Effingham, IL 62401

Phone: 217-342-3042
Fax: 217 342 5653
Email: info@bushuehr.com

August 2, 2012

Illinois Valley Community College District #513
815 N. Orlando Smith Rd.
Oglesby, IL. 61348
Attn: Mr. Jerry Corcoran

Dear Mr. Corcoran,

We would like to take this opportunity to thank the Board of Trustees and Administration for allowing our firm the opportunity to provide services for Illinois Valley Community College. Bushue Human Resources, Inc. is an Outsourced Risk Management Company focusing on Human Resources, Risk Management, Insurance, and Background Screening & Fingerprinting services for School Districts and Colleges throughout the State of Illinois.

The attached summary illustrates the expiring and renewal coverages with the current insurance carriers (General Casualty, Chubb, Arch Specialty, XL Insurance, and C.N.A.) in comparison with other competitive proposals. In total we had twelve (12) agents contact us regarding an interest in bidding on the College. Within those twelve (12) agents we received requests for sixty-six (66) markets (insurance carriers). We received proposals back from seven (7) agents. Twenty-three (23) of the sixty-six (66) markets provided a bid for IVCC. Those agents are listed below.

1. Kuhl & Company, Jonathon Weber – Morton, IL
2. R.J. Galla Company, Inc., Richard Galla – Grayslake, IL
3. Atkinson & Associates, Curtis Colbert – Chicago, IL (No Bid Submitted)
4. Paradigm Risk Management, Kevin Greer – Chicago, IL (No Bid Submitted)
5. Ramza Insurance Group, Craig Ramza Sr. – Streator, IL
6. Mesirow Financial, Patrick Sheahan – Chicago, IL
7. Jackson Kahl Insurance Agency, Inc., Kathy Pikula – Peru, IL
8. Williams-Manny, Inc., Frank Haney – Rockford, IL
9. IIP Insurance, Jill Margis – Ottawa, IL (No Bid Submitted)
10. Dimond Bros., Jud Scott – Princeton, IL (No Markets Awarded)
11. Brennan & Stuart, Mark Stuart – LaSalle, IL (No Bid Submitted)
12. Arthur J. Gallagher, Liz McHugh – Itasca, IL

Notes about the proposals:

- The Blanket Limit for the Property has been updated for the renewal in order to better reflect replacement cost values.
- The number of insured automobiles has decreased from eighteen (18) to sixteen (16) for the renewal.
- The Workers' Compensation Payrolls have been decreased for the renewal, per the request of the College.

Bushue Human Resources, Inc.

104 N Second St, Ste B
PO Box 89
Effingham, IL 62401

*An Outsourced Risk Management Company Focusing on Human Resources,
Insurance, Background Screening and Fingerprinting*

Phone: 217-342-3042
Fax: 217-342-5653
Email: info@bushuehr.com

-
- The Workers' Compensation Renewal Rates have been increased.
 - Alternative Options were quoted and analyzed with administration as a part of the bidding process.

Our attached proposal worksheet forms show the coverages for all carriers/agents presenting proposals. The first column of each page is the expiring insurance coverage for the College. The second column is the renewal coverage as presented by the current carriers and agents. The subsequent columns denote the agency name submitting the bid at the top as well as the insurance carrier.

We evaluated all package proposals along with evaluating all individual proposals to see what options would be the most advantageous for the Board of Trustees to consider. After reviewing the bid proposals, the bids that offer the College the lowest proposal are the bids presented by Arthur J. Gallagher. The markets (insurance carriers) that make up the proposal are from Illinois Community College Risk Management Consortium (ICCRMC) and Chartis for the Foreign Liability. ICCRMC has a common effective date of July 1st; therefore if approved the College's Commercial Insurance Renewal Date would change from September 1st to July 1st. The consortium does require a three (3) year commitment from the member; therefore the College would agree to be in this program from September 1, 2012 through July 1, 2016. During the three (3) year term, there is no guarantee of the rates or premiums for the Package or Workers' Compensation Coverages. ICCRMC does have the potential to pay dividends.

The second lowest proposal with a premium savings is the bid presented from Mesirow Financial and Kuhl & Company. The markets (insurance carriers) that make up the proposal are from Wright's Risk Management (WRM) America and Brickstreet for the Workers' Compensation Coverage. All coverages would be from Mesirow Financial with the exception that the Workers' Compensation Coverage would be through Kuhl & Company. WRM America is "A" rated through A.M. Best and they appear to be financially stable and have a good history of servicing claims. Brickstreet is A.M. Best "A" rated as well.

We appreciate the opportunity to serve the College, if you have any questions please feel free to contact us.

Respectfully,



Travis J. Bushue
President, Bushue Human Resources, Inc.

VSS

Illinois Valley Community College District #513 - Renewal Date: 09/01/2012

Totals

Insurance Agency Name	Kuhl & Company / R.J. Galla	Kuhl & Company / R.J. Galla	Kuhl & Company / R.J. Galla	Mesrow Insurance	Mesrow Insurance / Kuhl & Company	Ramra Insurance Group / R.J. Galla / Kuhl & Company	Ramra Insurance Group / Kuhl & Company / R.J. Galla	Arthur J. Galla, Inc.	Williams-Manny Ins. / Ramra Insurance Group / R.J. Galla / Kuhl & Company	Williams-Manny Ins. / Kuhl & Company / R.J. Galla / Ramra Insurance Group
Insurance Carrier Name	General Casualty / Chubb / Arch Specialty / XL Insurance / C.N.A.	General Casualty / Chubb / Arch Specialty / XL Insurance / C.N.A.	Trident / Brickstreet / Torus / C.N.A. / Navigators	WRM America / Illinois Assigned Risk Pool	WRM America / Brickstreet	Selective Insurance / Progressive Insurance / Brickstreet / XL Insurance / C.N.A. / Navigators	Indians Insurance / Progressive Insurance / Brickstreet / XL Insurance / Torus / Navigators	ICCRMC / Chartist	Cincinnati / United Heartland / ACE / XL Insurance / Torus / C.N.A. / Navigators	Cincinnati / Brickstreet / ACE / XL Insurance / Torus / C.N.A. / Navigators
Coverage	Current	Current	All. Pro. -al	All. Pro. -al	All. Pro. -al	All. Pro. -al	All. Pro. -al	All. Pro. -al	All. Pro. -al	All. Pro. -al
Total Property Premium	38,465.00	42,000.00	132,291.00	49,030.00	49,030.00	48,032.00	70,340.00	52,559.00	45,083.00	45,083.00
Total Liability Premium	16,818.00	16,862.00	9,994.00	21,671.00	21,671.00	34,086.00	21,550.00	23,592.00	18,202.00	18,202.00
Total Crime Premium	603.00	603.00	306.00	466.00	466.00	674.00	628.00	Included	691.00	691.00
Total Boiler & Machinery Premium	9,427.00	8,785.00	13,000.00	4,132.00	4,132.00	Included	Included	Included	Included	Included
Total Inland Marine Premium	3,590.00	3,590.00	475.00	1,653.00	1,653.00	11,910.00	6,795.00	Included	6,994.00	6,994.00
Commercial Auto	22,238.00	15,980.00	5,841.00	10,220.00	10,220.00	8,491.00	15,500.00	Included	8,716.00	8,716.00
Umbrella	30,544.00	33,048.00	12,533.00	15,326.00	15,326.00	31,302.00	35,120.00	Included	12,891.00	12,891.00
Workers' Compensation	178,611.00	197,613.00	199,974.00	295,015.00	199,974.00	199,974.00	199,974.00	197,292.00	205,000.00	199,974.00
Legal Liability	9,000.00	11,051.00	18,346.00	15,835.00	15,835.00	5,499.00	Included in GL	13,215.00	8,835.00	8,835.00
Law Enforcement Liability	3,149.00	3,149.00	500.00	Included in GL	Included in GL	500.00	3,149.00	Included	3,149.00	3,149.00
Media Liability	2,800.00	2,800.00	1,950.00	Included in GL	Included in GL	Included in GL	1,950.00	Included	1,950.00	1,950.00
Student Malpractice Liability	11,654.00	11,654.00	11,654.00	Included in GL	Included in GL	11,654.00	Included in GL	27,667.00	11,654.00	11,654.00
Foreign Liability	1,000.00	1,000.00	2,500.00	Included in GL	Included in GL	2,500.00	2,500.00	Included	2,500.00	2,500.00
Terrorism Coverage (All Lines)	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included
Total Premium	\$327,899.00	\$348,135.00	\$409,364.00	\$413,348.00	\$318,307.00	\$354,622.00	\$357,515.00	\$314,325.00	\$325,665.00	\$20,639.00
Savings	(58,200.00)	(58,200.00)	(58,468.00)	(58,468.00)	\$5,000.00	(58,200.00)	(50,616.00)	\$13,500.00	\$2,234.00	\$2,200.00
Percentage of Increase	6.17%	6.17%	24.84%	26.06%	-2.93%	8.15%	9.03%	-4.14%	-0.68%	-2.21%
Total Premium without Terrorism	-	\$348,135.00	\$404,455.00	\$411,716.00	\$316,675.00	\$352,019.00	\$353,785.00	\$314,325.00	\$324,981.00	319,955.00

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Authorization to Accept Proposal for Appraisal Services

It is the recommendation of the College Attorney, Walter Zukowski, to accept the proposal from Federal Appraisal & Consulting to appraise the assets of the Marquis Energy Ethanol Refinery located at 11953 Prairie Industrial Parkway, Hennepin, Illinois. The fee for these services is \$25,000 plus reimbursable expenses which include travel, research data, express mail charges, data collection charges, and report processing charges.

Recommendation:

The administration recommends Board authorization to accept the proposal from Federal Appraisal & Consulting to perform appraisal services of the assets of the Marquis Energy Ethanol Refinery in Hennepin, Illinois at a cost of \$25,000 plus reimbursable expenses.

Marydale Stewart
129 W. Erie St.
Spring Valley IL 61362
Glenna Jones

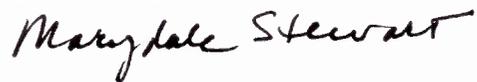
Human Resources
Illinois Valley Community College
Oglesby IL 61348

August 1, 2012

Dear Glenna:

I am planning to retire from my position as Part Time Bookstore Assistant. Last day to work will be Oct. 31, 2012, and my retirement date will be Nov. 1, 2012.

Thank you.



Marydale Stewart

RECEIVED

AUG - 2 2012

HUMAN RESOURCES

July 25, 2012

Maria Moreno
512 Out St.
Streator, IL 61364

Illinois Valley Community College
Glenna Jones, Human Resources
815 N. Orlando Smith Rd.
Oglesby, IL 61348

Dear Glenna,

Please accept this letter as notice of my resignation as an Academic Support Technologist effective Tuesday, July 31.

Sincerely,

Maria Moreno

RECEIVED

JUL 25 2012

HUMAN RESOURCES

May 18, 2012

To: Dr. Jeff Anderson, Dean
Humanities, Fine Arts and Social Sciences
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348

From: Gene Montgomery
Adjunct Instructor
Music Appreciation, Wind Ensemble, Applied Woodwinds

Subject: Retirement

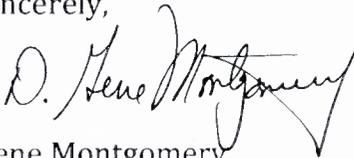
Dr. Anderson,

Pursuant to our discussion at the end of the fall 2011 Semester, My retirement will be effective May 19, 2012, and I will begin receiving SURS pension payments beginning June of 2012.

According to the SURS rules, I may begin teaching classes again after 60 days. With IVCC's permission, I would like to continue teaching IVCC Wind Ensemble (MUP-1002) and Applied studies in Oboe, Clarinet and Saxophone (MUP-2022, 2032, and 2051) beginning the fall semester 2012. Payment for these classes will not exceed the allowable amount set by SURS.

If this is agreeable, please keep open my current internet accounts: email and faculty web site. These are used extensively by students/members of the Wind Ensemble for up to date information and schedules.

Sincerely,



Gene Montgomery
gene.montgomery@comcast.net
434. E. Lincoln
Princeton, IL 61356
815-878-4871 (mobile)

RECEIVED

JUL 12 2012

RECOMMENDED FOR STAFF APPOINTMENT
2012-2013

GENERAL INFORMATION:

POSITION TO BE FILLED: Volunteer Head Men's Tennis Coach

NUMBER OF APPLICANTS: 1

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Mr. Canale, Ms. Harding

APPLICANT RECOMMENDED:

Julie K. Milota

EDUCATIONAL PREPARATION:

Illinois Valley Community College - A.A.
Illinois Central College - A.A.S. in Dental Hygiene
Attended Southern Illinois University

EXPERIENCE:

Illinois Valley Community College – Tennis Player
Southern Illinois University – Tennis Player
LaSalle-Peru High School, LaSalle, IL - Coach

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR THE VOLUNTEER ASSIGNMENT FOR THE FOLLOWING REASONS:

1. Strong background in the sport of tennis
2. Has twenty years of experience playing and teaching tennis
3. Has a strong desire for community involvement, which includes fund-raising
4. Committed to keeping IVCC's tennis program strong
5. CPR certification

RECOMMENDED SALARY: VOLUNTEER

Glenna Jones, SPHR
Director of Human Resources

RECOMMENDED FOR STAFF APPOINTMENT
2012-2013

GENERAL INFORMATION:

POSITION TO BE FILLED: Assistant Women's Volleyball Coach

NUMBER OF APPLICANTS: 1

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Mr. Canale, Ms. Harding, Ms. Sherbeyn

APPLICANT RECOMMENDED:

Samantha J. Deters

EDUCATIONAL PREPARATION:

Illinois Valley Community College - Associate in Science

EXPERIENCE:

Illinois Valley Volley Power Volleyball Club -- Volleyball Coach

LaSalle -- Peru High School, LaSalle, IL -- Assistant Girls Track Coach

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Two years of coaching experience at junior high, high school and club levels
2. Knowledge of the sport as a player and coach
3. Coaching style and demeanor consistent with IVCC's Core Values

RECOMMENDED SALARY: \$3,116 (Stipend)

Glenna Jones, SPHR
Director of Human Resources

**Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting**

PRESENTED TO

**Illinois Valley
Community College**

for the Fiscal Year Ended

June 30, 2011



Christopher P. Morill
President

Jeffrey L. Esser
Executive Director

Memo

To: Sue Isermann
From: Sara Escatel
Date: August 2, 2012
Re: GED employment terminations

In order to plan our Adult Education classes for FY13, we need to change our class offerings in some communities based on class attendance, performance, funding, and ICCB mandates. In order to allocate funds for bridge programming and evidence-based reading instruction, we may have to make additional changes at a later date.

Ruth Rick, GED instructor and Linda Ufkes, GED assistant are two staff members who have been impacted by these changes. These two GED positions have been eliminated due to lack of enrollment; thus their employment relationship with IVCC has been terminated.

This termination of Ruth and Linda's employment is in no way associated with their past work performance. Their past contribution to IVCC was greatly appreciated.



ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Leading our community in learning, working and growing.

Mission Statement

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

The Purposes of IVCC are:

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Assist all students in identifying and achieving their educational and career goals.
2. Promote the value of higher education.
3. Grow and nurture college resources needed to provide quality programs and services.
4. Promote understanding of diverse cultures and beliefs.
5. Demonstrate IVCC's core values through an inclusive and collaborative environment.