



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, June 11, 2015
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

Reduction in Force

February

Authorize Budget Preparation
Tenure Recommendations
Non-tenured Faculty Contracts
Student Fall Demographic Profile
Tuition and Fee Review
Five-year Financial Forecast

March

Strategic Plan Update
President's Evaluation

April

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

May

Budget Adjustments
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
Approval of College Calendar (even years)
Student Accomplishments
Employee Demographics Report

October

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

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, June 11, 2015 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. 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.
 - 6.1 Approval of Minutes – May 14, 2015 Board Meeting (Pages 1-5)
 - 6.2 Approval of Bills - \$640,032.14
 - 6.2.1 Education Fund - \$414,363.34
 - 6.2.2 Operations & Maintenance Fund - \$83,884.15
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$2,289.77
 - 6.2.4 Bond & Interest - \$18,875.00
 - 6.2.5 Auxiliary Fund - \$69,464.18
 - 6.2.6 Restricted Fund - \$13,422.13
 - 6.2.7 Liability, Protection & Settlement fund - \$37,733.57
 - 6.3 Treasurer's Report (Pages 6-23)
 - 6.3.1 Financial Highlights (Pages 7-8)
 - 6.3.2 Balance Sheet (Pages 9-10)
 - 6.3.3 Summary of FY15 Budget by Fund (Page 11)
 - 6.3.4 Budget to Actual Comparison (Pages 12-18)
 - 6.3.5 Budget to Actual by Budget Officers (Page 19)
 - 6.3.6 Statement of Cash Flows (Page 20)
 - 6.3.7 Investment Status Report (Pages 21-22)
 - 6.3.8 Disbursements - \$5,000 or more (Page 23)
 - 6.4 Personnel - Stipends for Pay Period Ending May 2, 2015 and May 16, 2015; (Pages 24-25)
7. President's Report

8. Committee Reports
9. Bid Results – Ambulance Simulator (Page 26)
10. Request for Proposals – Marketing Plan (Pages 27-32)
11. Request for Proposals – Classroom Control and Management Software (Pages 33-40)
12. Authorization to Continue Payment for Standard Operating Expenditures (Page 41)
13. Prevailing Wage Resolution (Pages 42-44)
14. Food Vending Machine Service (Page 45)
15. Items for Information (Pages 46-54)
 - 15.1 Staff Retirement – Joyce Loebach, GED Instructor (part-time) (Page 46)
 - 15.2 Staff Retirement – Martha Vera, ESL Instructor (part-time) (Page 47)
 - 15.3 Staff Resignation – Erin Zimbelman, Assistant Volleyball Coach (part-time) (Page 48)
 - 15.4 Staff Resignation – Meghan McNamara, Sign Language Interpreter (part-time) (Page 49)
 - 15.5 Staff Resignation – Cristina Sarabia, Administrative Assistant I, Career Services (part-time) (Page 50)
 - 15.6 Spring 2016 Development Day (Page 51)
 - 15.7 Spring 2015 Graduation (Page 52)
 - 15.8 Notification to ICCB – FY2017 RAMP (Page 53)
 - 15.9 LEED Gold Certification/Peter Miller Community Technology Center (Page 54)
16. Trustee Comment
17. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) litigation; and 4) closed session minutes
18. President’s Contract
19. Vice Presidents’ Contracts
20. Compensation for FY2016 – Employees not Affected by a Collective Bargaining Agreement
21. Part-time Faculty Pay Scale
22. Coaches Salary Schedule
23. Employee Termination
24. Closed Session Minutes – May 14, 2015 Board Meeting
25. Other
26. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
May 14, 2015

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, May 14, 2015 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Melissa M. Olivero, Chair
Michael C. Driscoll, Vice Chair
Larry D. Huffman, Secretary
Laurie A. Bonucci (entered the meeting at 6:38 p.m.)
Jane E. Goetz
Everett J. Solon
Austin M. Burnette, Student Trustee

Members Absent: David O. Mallery

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Sue Isermann, Associate Vice President for Academic Affairs
Mark Grzybowski, Associate Vice President for Student Services
Walt Zukowski, Attorney

The meeting was called to order by Ms. Olivero at 6:30 p.m.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – March 31, 2015 Audit/Finance Committee Meeting; March 31, 2015 Planning Committee Meeting; April 9, 2015 Board Meeting; and May 5, 2015 Special Board Meeting

Approval of Bills - \$1,188,436.12

Education Fund - \$937,242.15; Operations & Maintenance Fund - \$80,274.09; Operations & Maintenance (Restricted Fund) - \$18,151.27; Auxiliary Fund - \$100,565.67; Restricted Fund - \$17,404.02; and Liability, Protection and Settlement Fund - \$34,798.92

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending April 4, 2015 and April 18, 2015

PRESIDENT'S REPORT

Ron Groleau, dean of business and natural sciences, reported recently that he facilitated cadaver lab tours for 230 students from six area high schools (Hall, LaSalle-Peru, Marquette, Princeton, St. Bede and Serena) in the spring semester. The visiting students also met with LeeAnn Johnson and Carmen Hartford to tour the Natural Sciences Lab. Student and instructor feedback from the high schools was very positive and this is believed to be a very effective student-recruitment function. Dr. Corcoran reported the Foundation's "70s Night" fund-raiser held at Seneca's Oak Ridge on April 10 was an enjoyable and successful event thanks to the staff in Community Relations and Development, especially Janice Corrigan and Donna Swiskoski. Fran Brolley reported that the program netted \$14,500. Melissa and Doug Olivero, Laurie and Steve Bonucci, and Walt and Nancy Zukowski were among those who participated in the fun evening. Dr. Corcoran thanked everyone for their support. The annual recognition event was held on April 24 this year at Grand Bear Lodge. There were 135 guests to help recognize 98 honorees for years of service, being granted tenure, notices of retirement, and outstanding teaching and service awards. Paula Hallock and Glenna Jones chair the committee that handles this important event; they were supported by Theresa Carranco, Carey Burns, Sue Harding, Kris Curley and Jeannette Frahm. Many thanks to the Recognition Committee and a special thanks to Jane Goetz for representing the board and assisting at the event. Dr. Corcoran thanked Carmen Hartford for bringing students Ashley Williams and Tiernan Ebener to Springfield on April 28 for exceptional recognition at the annual PTK honors banquet. Ashley was one of the featured speakers on the agenda and she did an outstanding job. The next morning, Tiernan and approximately 12 students (including Amy Rogowski) were escorted to Springfield by Cory Tomasson and Mike Phillips so they could spend some quality time with Senator Sue Rezin and Representative Frank Mautino as part of the annual Lobby Day event. When Dr. Corcoran visited with both legislators on the morning of May 29, they were looking forward to the arrival of our students—a great experience for everyone. The event held on May 1 to officially dedicate the "Power On" sculpture created by John Aducci was terrific and Dr. Corcoran thanked Fran Brolley, Sheri Mitchum and Cheryl Roelfsema. He also thanked Laurie Bonucci for attending and representing the Board of Trustees. Chris Herman's end-of-the-year celebration for Project Success students was yesterday. Chris, Cynthia Cardosi, Diane Scoma and Teresa Bowen did a fine job of planning this event, especially by having past Project Success students like Oriel Morris return and share their stories in order to inspire our students to stick together and finish what they start. The United Way of Eastern LaSalle County's

Volunteer Income Tax Assistance (VITA) program was very popular again this year and a few days ago the College committed once again to this important service for 2016. Overall, 567 individuals were served this year at a number of sites over approximately four months including 88 individuals at the IVCC Ottawa Center. This is great experience for our accounting students. Dr. Corcoran told Dr. Anderson last week that Ron Groleau should be commended for IVCC entering into the partnership with the United Way of Eastern LaSalle County in the first place because it was faculty in his division who seized the opportunity years ago and have allowed it to flourish. In the last year, Sue Monroe moved from the Foundation to becoming our director of Career Services and along with the annual job fair and matching up students with employers for jobs and internships, she recently coordinated a very nice etiquette dinner program for the benefit of 24 students. Dr. Corcoran thanked Sue for a job well done. Kudos went to the Men's Baseball Team for an incredible turnaround this year; as of today they are 33-17. They are scheduled to play Joliet Junior College in a best-of-three series in Schaumburg this weekend. If they win, they will move on to the eight-team World Series May 23-29 in Kinston, NC. Coach Jason Goode has done a fabulous job of leading this group of young men; the College is proud of the team and Dr. Corcoran wished them the best of luck. The College is equally proud of the fine season Cory Tomasson and the Women's Softball Team had this year, winning 22 games in a very competitive division. Along with all of his other duties as speech instructor, student club advisor, and softball coach, Cory's doing a fine job of working as the athletic director for the College's chief student services officer, Mark Grzybowski—both of whom deserve special recognition for a job well done. As a reminder, the Nurse Pinning is scheduled to begin at 11:30 a.m. on Saturday, May 16 in the Cultural Centre. Board members planning to attend should arrive at least 20 minutes early. Although all board members will be recognized, two board members will be needed on stage to assist with the program. Dean Bonnie Campbell has advised that there are 68 RN graduates. Commencement will begin promptly at 2:30 p.m. in the gymnasium with Mark Grzybowski's line up planned for 2 p.m. Gowns to be worn by the board will be in the board room and the board will head over to the gym together no later than 2:10. Dr. Corcoran invited the Board to stop by the Board Room after the nurse pinning to enjoy a light lunch and plan on visiting with former Lt. Governor Sheila Simon. Kudos to Scott Curley and his staff in Facilities for all of the work they have put into making the campus look beautiful—the best Dr. Corcoran has seen it in his 25 years at the college. The GED graduation ceremony has been combined this year with recognition of advanced ESL and GED students who have completed the Bridge to Manufacturing or Healthcare Program, and individuals who have completed all of the steps to becoming U.S. Citizens. The program will begin at 6 p.m. on Thursday, May 21 in the Cultural Centre with a reception in CTC 124/125 to follow. Sara Escatel would like to have one or two board members on stage to join in helping hand out certificates and recognizing everyone on their accomplishments. And finally, summer session begins next Monday and so does a new chapter in the history of IVCC as it will become a smoke-free campus. The new board policy making the College compliant with the Illinois Smoke Free Campus Act takes effect on May 18, 2015. Dr. Corcoran turned the floor over to Fran Brolley and Mark Grzybowski.

Mr. Brolley noted on March 5 the College lost a beloved colleague and friend – Connie Skerston. On October 10 a walk/run event will take place on campus in her memory. All proceeds from the walk/run along with a year of fundraising by the support staff will benefit a scholarship in Connie Skerston's name. In another act of heartfelt jester, Dr. Lori Scroggs, former Vice President for Learning and Student Development, commissioned a plaque that will hang in the Admissions

Office. Connie's family has been genuinely touched by all the work that has been done for students in Connie's name – a very fitting legacy.

COMMITTEE REPORTS

None.

BID RESULTS – PROTECTION, HEALTH, AND SAFETY (PHS) PROJECT – EXTERIOR DOOR REPLACEMENT

It was moved by Mr. Solon and seconded by Dr. Huffman to accept the base bid from Vissering Construction Company – Streator, IL, in the amount of \$147,000 for the PHS Project for Exterior Door Replacement and the Alternate Bid 1 to replace hollow metal doors and frame and associated hardware at exterior storage Room C125 in the amount of \$5,000. Motion passed by voice vote.

PROPOSAL RESULTS – FOOD SERVICE PROVIDER

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to accept the proposal from Country Catering to provide food service on campus. Motion passed by voice vote.

REQUEST FOR QUALIFICATIONS – ARCHITECT RESULTS

It was moved by Dr. Huffman and seconded by Dr. Driscoll to authorize the administration to enter into an agreement with Demonica Kemper Architects as the College's architect. Motion passed by voice vote.

REQUEST PERMISSION TO PREPARE AN RFP FOR A HEALTH INSURANCE CONSULTANT

It was moved by Mr. Solon and seconded by Ms. Goetz to solicit requests for proposals (RFPs) for a health insurance (medical, dental, and vision) consultant. Motion passed by voice vote.

PURCHASE REQUEST – STUDENT COMPUTER UPGRADES

It was moved by Dr. Driscoll and seconded by Mr. Burnette to approve the purchase of 14 Latitude 3450 laptops, 48 OptiPlex 7020 desktops, and 46 OptiPlex 9020 desktop computers from Dell, Inc., in the amount of \$75,015.86. Motion passed by voice vote.

TRUSTEE COMMENT

Mr. Burnette reported members of the Student Government Association and Amy Rogowski, past student trustee, attended Lobby Day in Springfield. It was a large success and Senator Sue Rezin and Representative Frank Mautino have committed to supporting the Community College System. Mr. Burnette congratulated the Black Student Association on a successful bake sale on May 4. Regarding the recent production of Sugar Babies, Mr. Burnette received negative feedback from students of its treatment of sex – some felt it was very sexist. He was asked to bring this to the Board's attention. Dr. Corcoran and Dr. Anderson are working with the Humanities Division and the theater department to provide greater oversight and greater representation in choosing future theatre productions. Ms. Goetz congratulated Kevin Caufield on his article of an IVCC student, Polly Robinson, which was recognized as one of the top articles. Ms. Bonucci was happy and honored to attend the ceremony for the artist John Aducci and the dedication of the "Power On" sculpture – a great enhancement to the campus.

CLOSED SESSION

It was moved by Ms. Bonucci and seconded by Mr. Solon to convene a closed session at 6:48 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) litigation; and 4) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 6:54 p.m. On a motion by Mr. Solon and seconded by Dr. Huffman, the regular meeting resumed at 8:32 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to approve and retain the closed session minutes of the April 9, 2015 board meeting. Motion passed by voice vote.

OTHER

None.

ADJOURNMENT

Ms. Olivero declared the meeting adjourned at 8:35 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MAY 2015

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – May 2015

Revenues

- As of May 29, the headcount for Summer Semester 2015 was 1,400, which is 49 students less than at the same point in time last year. However, credit hours for Summer 2015 increased by 178, or 2.80 percent, for a total of 6,546, from this point in time one year ago. This is the first increase in credit hours for summer semester since summer 2010. As of May 29, the headcount for fall semester is 1,750, which is 190 students less than at the same point in time last year. Credit hours for fall 2015 decreased by 1,927, or 9.0 percent, for a total of 19,489, from this point in time one year ago. Summer semester is the first semester of fiscal year 2016.
- The State of Illinois Base Operating Grant payment has been paid through February 2015 and we have received \$33,333, or 66 percent, of the Equalization Grant. On March 27, the governor approved a FY2015 budget reduction of 2.25 percent to the Base Operating Grant and Equalization Grant. This reduces the College's state funding by approximately \$50,000 for FY2015. The State of Illinois budget currently in the legislature provides for flat funding for FY16 for community colleges after the 2.25 percent reduction.
- The federal and state portions of Adult Education grants have been paid through April 2015.

Expenditures

Some of the more significant variances in expenditures for the eleven months ending May 31, 2015 include the following:

- Employee Benefits – in January the employees' annual health savings accounts contributions were made. The total contribution for all employees was \$550,000. Of 169 eligible employees, 132 chose the high deductible health plan resulting in a savings of \$732,868 in health insurance premiums for calendar year 2015, a net of \$182,868 after the health savings account contributions.
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$227,750 to Ellucian for annual software support and \$10,000 to Ektron for maintenance services on audio/visual equipment; IT consultants for the software conversion to a Windows product at \$21,700; IT consulting services from Burwood Group of \$58,275 for a network upgrade and \$25,750 for the distributed antenna system; and legal expenses of \$251,500.
- Fund 02 – Operations & Maintenance Fund – Contractual Services – includes \$56,675 to Daiken for annual chiller maintenance; \$39,200 to Thyssenkrupp for elevator maintenance; \$39,500 to Chamlin & Associates for the design and construction management of the parking lot project; \$26,800 for tree removal; and \$18,650 for sealing and stripping the roadways.

- Fund 02 – Operations & Maintenance Fund – Fixed Costs – includes \$68,170 for property insurance and \$6,925 to the LaSalle County Treasurer for real property taxes on the farmland.
- Fund 05 – Auxiliary Enterprises Fund – Fixed Costs – includes \$18,500 for athletic van lease payments and \$26,715 for copy machine lease payments.
- Fund 06 – Restricted Purposes Fund – Instruction – Capital Outlay – includes \$184,050 for CTC equipment purchases with capital campaign funds, \$196,850 of equipment purchased with INAM grant funds, \$7,775 Program Improvement Grant purchase, \$5,426 National Science Foundation grant purchase, and \$29,000 of nursing department equipment purchased with donor funds.
- Fund 06 – Restricted Purposes Fund – Student Grants and Waivers – an accounting change was made with FY2015 and this line item now includes MAP grants which were included in the Trust and Agency Fund previously.

Protection, Health & Safety Projects:

- Building A Air Handler/Chiller Replacement – a pre-construction meeting with Dodson Plumbing, Heating and Air Conditioning was held April 22. Contractor will mobilize the first half of December, though some cabling might be run over the summer months
- Building E Elevator – in progress as part of the Phase 3 project
- Asbestos Removal – asbestos abatement is complete
- Building B Air Handler/Chiller Replacement – approved by ICCB; installation planned for winter 2016
- Exterior Door Replacement – bid submitted by Vissering Construction was approved
- Cultural Centre Carpet Replacement – TSI will begin work on June 8 with completion scheduled for July 17.

Capital Renewal Project:

Building C Lobby Remodel – work will start mid-July as part of the Phase 3 project

Other Projects:

Community Instructional Center Project –

- Phase 3 – Building D – starting to install ceiling grid, painting and floor coverings will follow along with casework; Building E – framing is complete, drywall has started; HVAC and electrical rough-in is complete.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 May 31, 2015

	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	\$ 242,153	1,173,606	173,853	\$ 1,457,039	\$ 251,365			\$ 3,298,016
Investments	4,653,902	12,601,713	655,129	480,077	-			18,390,821
Receivables								
Property taxes	7,981,051	1,775,132	1,266,013	-	-			11,022,196
Governmental claims	-	119,800	-	-	9,266			129,066
Tuition and fees	2,970,333	476	-	36,532	85			3,007,426
Due from other funds	739,595	20,592	-	-	7,220			767,407
Due from student groups	-	-	-	-	-			-
Bookstore inventories	-	-	-	420,820	-			420,820
Other assets	44,165	-	-	3,167	-		1,437,474	1,484,806
Fixed assets - net where applicable	-	-	-	14,412	-	61,020,335	-	61,034,747
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-		72,526	72,526
Other Debits	<u>\$16,631,199</u>	<u>\$15,691,319</u>	<u>\$ 2,094,995</u>	<u>\$ 2,412,047</u>	<u>\$ 267,936</u>	<u>\$61,020,335</u>	<u>\$ 1,510,000</u>	<u>\$ 99,627,831</u>

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 May 31, 2015

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 201,101	\$ -	\$ 5,424	\$ 14,824	\$ 10,191			\$ 231,540
Accrued salaries & benefits	1,436,556	19,338	-	17,895	-			1,473,789
Post-retirement benefits & other	127,667	-	-	-	-			127,667
Unclaimed property	1,659	401	-	-	41			2,101
Due to other funds		554,133	18,875	98,129	96,270			767,407
Due to student groups/deposits	15,960	-	-	-	161,434			177,394
Deferred revenue								-
Property taxes	3,991,867	887,865	633,222	-	-			5,512,954
Tuition and fees	3,386,614	-	-	-	-			3,386,614
Grants	-	-	-	-	-			-
Bonds payable	-	-	-	-	-		1,510,000	1,510,000
Total liabilities	<u>9,161,424</u>	<u>1,461,737</u>	<u>657,521</u>	<u>130,848</u>	<u>267,936</u>	<u>-</u>	<u>1,510,000</u>	<u>13,189,466</u>
Equity and Other Credits								
Investment in general fixed assets						61,020,335		61,020,335
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for grant purposes		106,630						106,630
Reserved for building purposes		6,563,061						6,563,061
Reserved for debt service		4,725,537	1,437,474					6,163,011
Reserved for Liab., Prot., Sett.		2,802,893						2,802,893
Unreserved	7,469,775	31,461		2,281,199				9,782,435
Total equity and other credits	<u>7,469,775</u>	<u>14,229,582</u>	<u>1,437,474</u>	<u>2,281,199</u>	<u>-</u>	<u>61,020,335</u>	<u>-</u>	<u>86,438,365</u>
Total Liabilities, Equity and Other Credits	<u>\$16,631,199</u>	<u>\$15,691,319</u>	<u>\$ 2,094,995</u>	<u>\$ 2,412,047</u>	<u>\$ 267,936</u>	<u>\$61,020,335</u>	<u>\$ 1,510,000</u>	<u>\$ 99,627,831</u>

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

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2015 Revenues & Expenditures by Fund
 For the eleven months ended May 31, 2015

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 17,719,281	\$ 2,405,922	\$ 1,505,616	\$ 1,265,472	\$ 13,500	\$ 2,104,106	\$ 8,992,442	\$ 248,522	\$ 36,195	\$ 34,291,056
Actual Expenditures	(17,686,413)	(2,407,713)	(587,745)	(1,266,919)	-	(2,562,032)	(9,188,067)	(777,374)	(28,700)	(34,504,963)
Other Financing Sources (Uses)	(14,805)					(61,474)	(29,805)	-	-	(106,084)
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	18,063	(1,791)	917,871	(1,447)	13,500	(519,400)	(225,430)	(528,852)	7,495	(319,991)
Fund balances July 1, 2014	4,602,374	3,118,043	5,375,189	1,438,917	4,712,037	2,680,741	268,337	3,331,746	23,966	25,551,350
Fund balances May 31, 2015	\$ 4,620,437	\$ 3,116,252	\$ 6,293,060	\$ 1,437,470	\$ 4,725,537	\$ 2,161,341	\$ 42,907	\$ 2,802,894	\$ 31,461	\$ 25,231,359

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015**

	<u>Annual Budget FY2015</u>	<u>Actual 5/31/15</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/14</u>	<u>Act/Budget 91.7%</u>	<u>Annual Budget FY2014</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,762,916	\$ 6,762,867	100.0%	\$ 6,631,424	99.8%	\$ 6,646,368
Corporate Personal Property Replacement Tax	798,556	914,522	114.5%	844,659	105.8%	798,556
TIF Revenues	381,000	356,819	93.7%	360,002	94.5%	381,000
Total Local Government	<u>7,942,472</u>	<u>8,034,208</u>	101.2%	<u>7,836,085</u>	100.1%	<u>7,825,924</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	1,265,974	65.8%	1,283,546	66.7%	1,923,233
Equalization	50,000	33,333	66.7%	33,333	66.7%	50,000
Career/Technical Education Formula Grant	165,000	98,466	59.7%	92,819	56.3%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,138,233</u>	<u>1,397,773</u>	65.4%	<u>1,409,698</u>	65.9%	<u>2,138,233</u>
Federal Government						
PELL Administrative Fees	10,000	7,145	71.5%	7,370	73.7%	10,000
Total Federal Government	<u>10,000</u>	<u>7,145</u>	71.5%	<u>7,370</u>	73.7%	<u>10,000</u>
Student Tuition and Fees:						
Tuition	7,399,631	6,913,474	93.4%	6,720,047	99.3%	6,766,042
Fees	966,527	861,042	89.1%	913,086	94.0%	971,730
Total Tuition and Fees	<u>8,366,158</u>	<u>7,774,516</u>	92.9%	<u>7,633,133</u>	98.6%	<u>7,737,772</u>
Other Sources:						
Public Service Revenue	413,960	406,719	98.3%	303,778	72.0%	421,850
Nongovernmental Gifts	40,000	-	0.0%	427,872	40.8%	1,048,000
Other	88,472	98,920	111.8%	92,486	540.9%	17,100
Total Other Sources	<u>542,432</u>	<u>505,639</u>	93.2%	<u>824,136</u>	55.4%	<u>1,486,950</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 18,999,295</u>	<u>17,719,281</u>	93.3%	<u>17,710,422</u>	92.2%	<u>19,198,879</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,893,252	8,111,337	91.2%	7,955,836	93.7%	8,492,966
Employee Benefits	1,567,960	1,612,755	102.9%	1,523,221	99.2%	1,535,040
Contractual Services	140,588	84,355	60.0%	80,754	64.0%	126,219
Materials & Supplies	441,166	300,321	68.1%	293,672	72.9%	402,788
Conference & Meeting Expenses	70,829	45,758	64.6%	35,696	66.7%	53,514
Fixed Charges	219,500	187,196	85.3%	203,328	92.5%	219,700
Utilities	600	-	0.0%	448	89.6%	500
Capital Outlay	3,245	-	0.0%	344,037	34.4%	1,000,000
Other	-	20	0.0%	-	0.0%	-
Total Instruction	<u>\$ 11,337,140</u>	<u>\$ 10,341,742</u>	91.2%	<u>\$ 10,436,992</u>	88.2%	<u>\$ 11,830,727</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Academic Support:						
Salaries	\$ 672,958	\$ 592,897	88.1%	\$ 585,143	85.8%	\$ 681,604
Employee Benefits	134,630	141,496	105.1%	134,549	102.1%	131,760
Contractual Services	167,246	135,459	81.0%	170,719	103.4%	165,102
General Materials & Supplies	243,898	145,341	59.6%	366,325	120.4%	304,326
Conference & Meeting Expenses	11,885	5,338	44.9%	2,258	31.7%	7,115
Fixed Charges	-	300	0.0%	-	0.0%	-
Utilities	25,283	25,707	101.7%	27,125	53.5%	50,700
Capital Outlay	850	16,595	1952.4%	93,509	46.6%	200,763
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,256,750	1,063,133	84.6%	1,379,628	89.5%	1,541,370
Student Services:						
Salaries	1,194,194	1,031,911	86.4%	1,056,944	89.7%	1,177,829
Employee Benefits	296,852	285,871	96.3%	282,955	97.5%	290,105
Contractual Services	6,250	5,309	84.9%	3,818	74.9%	5,100
Materials & Supplies	53,560	44,535	83.1%	42,072	79.5%	52,895
Conference & Meeting Expenses	20,675	15,429	74.6%	11,814	78.1%	15,125
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,571,531	1,383,055	88.0%	1,397,603	90.7%	1,541,054
Public Services/Continuing Education:						
Salaries	445,953	432,798	97.1%	394,413	92.9%	424,443
Employee Benefits	51,932	64,646	124.5%	59,025	105.5%	55,924
Contractual Services	263,250	179,703	68.3%	147,458	53.3%	276,800
Materials & Supplies	85,025	64,222	75.5%	68,931	87.1%	79,175
Conference & Meeting Expenses	12,510	9,551	76.3%	13,295	133.4%	9,970
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	534	0.0%	498	0.0%	-
Total Public Services/Continuing Education	858,670	751,454	87.5%	683,620	80.8%	846,312
Institutional Support:						
Salaries	1,686,123	1,567,457	93.0%	1,574,766	94.1%	1,672,936
Employee Benefits	505,137	491,983	97.4%	474,056	100.6%	471,283
Contractual Services	535,329	665,474	124.3%	480,282	95.0%	505,516
Materials & Supplies	484,584	454,833	93.9%	671,051	120.2%	558,267
Conference & Meeting Expenses	66,900	25,474	38.1%	30,556	51.5%	59,305
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	11,228	10,212	91.0%	9,914	50.8%	19,500
Capital Outlay	751,280	546,274	72.7%	324,601	104.4%	310,829
Other	41,000	(941)	-2.3%	(54,467)	-143.3%	38,000
Provision for Contingency	77,203	-	0.0%	-	0.0%	-
Total Institutional Support	4,158,784	3,760,766	90.4%	3,510,759	96.6%	3,635,636
Scholarships, Grants and Waivers	588,700	386,263	65.6%	452,512	78.8%	574,200
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,771,575	\$ 17,686,413	89.5%	\$ 17,861,114	89.4%	\$ 19,969,299
INTERFUND TRANSFERS - NET	\$ 751,280	\$ (14,805)	0.0%	\$ 5,000	0.0%	\$ -

Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015

	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,206,048	\$ 1,206,113	100.0%	\$ 1,214,936	99.4%	\$ 1,221,821
Corporate Personal Property Replacement Tax	140,921	161,386	114.5%	149,058	105.8%	140,921
TIF	127,000	118,940	93.7%	120,001	94.5%	127,000
Total Local Government	1,473,969	1,486,439	100.8%	1,483,995	99.6%	1,489,742
State Government:						
ICCB Credit Hour Grant	339,394	223,407	65.8%	226,978	66.9%	339,394
Total State Government	339,394	223,407	65.8%	226,978	66.9%	339,394
Student Tuition and Fees:						
Tuition	589,134	569,460	96.7%	535,590	97.2%	551,081
Total Tuition and Fees	589,134	569,460	96.7%	535,590	97.2%	551,081
Other Sources:						
Facilities Revenue	115,000	116,156	101.0%	102,499	82.7%	124,000
Investment Revenue	2,000	1,166	58.3%	1,661	83.1%	2,000
Non-Governmental Gifts & Grants	-	-	0.0%	90,000	0.0%	-
Other	-	9,294	0.0%	(45,765)	-	-
Total Other Sources	117,000	126,616	108.2%	148,395	117.8%	126,000
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,519,497	\$ 2,405,922	95.5%	\$ 2,394,958	95.6%	\$ 2,506,217
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 858,848	\$ 761,076	88.6%	\$ 797,476	94.9%	\$ 840,042
Employee Benefits	266,394	283,163	106.3%	224,112	101.0%	221,972
Contractual Services	178,550	230,820	129.3%	174,760	78.4%	222,820
General Materials & Supplies	218,470	147,044	67.3%	213,141	85.3%	250,000
Conference & Meeting Expenses	1,725	710	41.2%	1,246	31.2%	4,000
Fixed Charges	66,250	76,419	115.3%	63,321	120.6%	52,500
Utilities	726,900	543,246	74.7%	602,386	75.8%	794,980
Capital Outlay	626,038	371,015	59.3%	28,371	27.3%	104,000
Provision for Contingency	100,000	-	0.0%	-	0.0%	-
Other	(63,000)	(63,000)	0.0%	(63,000)	0.0%	(63,000)
Total Operations & Maintenance of Plant	2,980,175	2,350,493	78.9%	2,041,813	84.1%	2,427,314
Institutional Support:						
Salaries	49,556	38,345	77.4%	40,732	83.0%	49,065
Employee Benefits	9,665	10,390	107.5%	8,858	40.7%	21,738
Contractual Services	1,500	2,491	166.1%	-	0.0%	2,400
Materials & Supplies	3,601	1,784	49.5%	2,530	148.8%	1,700
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	5,000	4,210	84.2%	4,851	121.3%	4,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	69,322	57,220	82.5%	56,971	72.2%	78,903
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 3,049,497	\$ 2,407,713	79.0%	\$ 2,098,784	83.7%	\$ 2,506,217

Illinois Valley Community College District No. 513
 Fiscal Year 2015 Budget to Actual Comparison
 For the eleven months ended May 31, 2015

	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,498,515	\$ 1,487,237	99.2%	\$ 1,356,976	99.6%	\$ 1,362,330
State Government Sources	2,000,000	-	0.0%	4,013,193	54.6%	7,350,000
Investment Revenue	8,000	3,499	43.7%	7,012	46.7%	15,000
Other Revenue	-	14,880	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 3,506,515	1,505,616	42.9%	5,377,181	61.6%	8,727,330
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	10,281	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	3,500,000	587,745	16.8%	7,891,458	90.4%	8,727,330
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 3,500,000	587,745	16.8%	7,901,739	90.5%	8,727,330
INTERFUND TRANSFERS - NET	\$ 270,000	\$ 270,000		\$ -		\$ -

	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,266,316	\$ 1,264,531	99.9%	\$ 1,256,706	99.8%	\$ 1,258,919
Investment Revenue	3,500	941	26.9%	2,797	55.9%	5,000
TOTAL BOND & INTEREST FUND REVENUES	1,269,816	1,265,472	99.7%	1,259,503	99.7%	1,263,919
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ 1,215,000	1,215,000	100.0%	1,185,000	100.0%	1,185,000
Interest on Bonds	51,425	51,419	100.0%	78,419	0.0%	78,419
Fees	500	500	100.0%	500	100.0%	500
					0.0%	
TOTAL BOND & INTEREST EXPENDITURES	\$ 1,266,925	\$ 1,266,919	100.0%	\$ 1,263,919	100.0%	\$ 1,263,919

Fiscal Year 2015 Budget to Actual Comparison

	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
WORKING CASH FUND						
Investment Revenue	\$ 25,000	\$ 13,500	54.0%	\$ 19,632	56.1%	\$ 35,000
TOTAL WORKING CASH REVENUES	25,000	13,500	54.0%	19,632	56.1%	35,000
Transfers In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ (120,000)

Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015

AUXILIARY ENTERPRISES FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Service Fees	\$ 2,228,700	\$ 2,101,859	94.3%	\$ 2,307,300	93.3%	\$ 2,472,700
Other Revenue	-	50	0.0%	70	7.0%	1,000
Investment Revenue	4,500	2,197	48.8%	3,845	48.1%	8,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,233,200	2,104,106	94.2%	2,311,215	93.1%	2,481,700

AUXILIARY ENTERPRISES FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Salaries	\$ 336,026	290,233	86.4%	305,086	89.9%	339,281
Employee Benefits	92,335	86,270	93.4%	83,814	88.6%	94,629
Contractual Services	45,050	37,740	83.8%	32,452	71.6%	45,300
Materials & Supplies	1,975,230	2,013,234	101.9%	1,979,917	99.1%	1,998,478
Conference & Meeting	26,456	23,596	89.2%	25,786	110.4%	23,363
Fixed Charges	45,150	46,421	102.8%	36,529	86.2%	42,400
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,838	-	0.0%	-	0.0%	3,840
Other	104,500	64,538	61.8%	113,873	102.1%	111,500
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,628,585	2,562,032	97.5%	2,577,457	96.9%	2,658,791

Transfer In (Out)	\$ (338,586)	\$ (61,474)	0.0%	\$ 61,414	0.0%	\$ -
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RESTRICTED PURPOSES FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Local Government Sources	\$ -	\$ 4,116	0.0%	\$ -	0.0%	\$ -
State Government Sources	390,814	1,384,380	354.2%	554,269	153.5%	360,972
Federal Government Sources	6,765,584	7,119,034	105.2%	5,581,383	82.8%	6,743,340
Service Fees	3,000	8,645	288.2%	2,265	75.5%	3,000
Nongovernmental gifts or grants	60,000	472,263	0.0%	12,750	0.0%	-
Other Revenue	-	8,120	0.0%	80	0.5%	15,700
TOTAL RESTRICTED PURPOSES FUND REVENUES	7,219,398	8,992,442	124.6%	6,150,747	86.4%	7,123,012

RESTRICTED PURPOSES FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Instruction:						
Salaries	\$ 495,023	443,498	89.6%	389,471	80.1%	486,019
Employee Benefits	111,838	116,113	103.8%	90,206	78.1%	115,559
Contractual Services	75,830	66,707	88.0%	39,724	46.6%	85,284
Materials & Supplies	124,746	97,100	77.8%	65,751	45.6%	144,092
Conference & Meeting	63,266	28,786	45.5%	33,830	50.3%	67,273
Fixed Charges	-	-	0.0%	-	0.0%	500
Utilities	1,314	1,780	135.5%	1,766	50.5%	3,500
Capital Outlay	211,541	423,096	200.0%	26,967	12.7%	212,723
Other (Tuition Waivers)	-	300	0.0%	-	0.0%	-
Total Instruction	\$ 1,083,558	\$ 1,177,380	108.7%	\$ 647,715	58.1%	\$ 1,114,950

Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015

RESTRICTED PURPOSES FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	5,000	0.0%	2,150	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>-</u>	<u>5,000</u>	<u>0.0%</u>	<u>2,150</u>	<u>0.0%</u>	<u>-</u>
Student Services						
Salaries	187,602	169,353	90.3%	168,750	90.1%	187,260
Employee Benefits	68,484	69,933	102.1%	61,151	93.9%	65,102
Contractual Services	2,320	7,073	304.9%	2,430	73.2%	3,320
Materials & Supplies	5,400	2,589	47.9%	1,532	29.5%	5,200
Conference & Meeting	6,112	2,614	42.8%	1,695	37.7%	4,500
Fixed Charges	-	-	0.0%	121	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	20,000	34,900	174.5%	17,621	72.9%	24,175
Total Student Services	<u>289,918</u>	<u>286,462</u>	<u>98.8%</u>	<u>253,300</u>	<u>87.5%</u>	<u>289,557</u>
Public Service						
Salaries	152,530	141,424	92.7%	133,390	88.3%	151,098
Employee Benefits	34,845	39,551	113.5%	36,146	121.7%	29,701
Contractual Services	600	3,282	547.0%	4,200	840.0%	500
Materials & Supplies	2,275	3,452	151.7%	9,878	156.1%	6,330
Conference & Meeting	4,750	11,603	244.3%	10,803	136.2%	7,931
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	198	0.0%	99	9.9%	1,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Service	<u>195,000</u>	<u>199,510</u>	<u>102.3%</u>	<u>194,516</u>	<u>99.0%</u>	<u>196,560</u>
Operations and Maintenance of Plant						
Contractual Services	-	-	0.0%	-	0.0%	-
Capital Outlay	73,600	-	0.0%	-	0.0%	-
Total Auxiliary Services	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 91,689	\$ 91,689	100.0%	\$ 89,661	98.3%	\$ 91,245
Total Institutional Support	<u>91,689</u>	<u>91,689</u>	<u>100.0%</u>	<u>89,661</u>	<u>98.3%</u>	<u>91,245</u>
Student grants and waivers (PELL & SEOG)	<u>5,495,633</u>	<u>7,428,026</u>	<u>135.2%</u>	<u>5,006,411</u>	<u>91.3%</u>	<u>5,485,000</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u><u>7,155,798</u></u>	<u><u>\$ 9,188,067</u></u>	<u>128.4%</u>	<u><u>\$ 6,193,753</u></u>	<u>86.3%</u>	<u><u>\$ 7,177,312</u></u>
Transfer In (Out)	<u><u>\$ (15,000)</u></u>	<u><u>\$ (29,805)</u></u>	<u>0.0%</u>	<u><u>\$ 10,000</u></u>	<u>0.0%</u>	<u><u>\$ -</u></u>

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the eleven months ended May 31, 2015**

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Local Government Sources	\$ 260,808	\$ 249,824	95.8%	\$ 248,689	99.3%	\$ 250,473
Investment Revenue	25,000	(1,302)	-5.2%	11,081	36.9%	30,000
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	285,808	248,522	87.0%	259,770	92.6%	280,473

Fiscal Year 2015 Budget to Actual Comparison

**LIABILITY, PROTECTION, & SETTLEMENT FUND
EXPENDITURES**

Operations & Maintenance of Plant						
Contractual Services	\$ 351,500	\$ 336,861	95.8%	\$ 283,211	80.6%	\$ 351,500
Material & Supplies	250	467	186.8%	159	159.0%	100
Conference & Meeting	500	282	56.4%	490	98.0%	500
Utilities	500	465	0.0%	452	0.0%	-
Capital Outlay	-	54,558		-		-
Total for Operations & Maintenance of Plant	\$ 352,750	\$ 392,633	111.3%	\$ 284,312	80.7%	\$ 352,100
Institutional Support						
Salaries	\$ 73,689	\$ 69,468	94.3%	\$ 73,334	103.4%	\$ 70,929
Employee Benefits	217,616	10,115	13.7%	11,789	4.9%	240,849
Contractual Services	29,000	13,957	48.1%	12,254	84.5%	14,500
Materials & Supplies	1,000	1,089	108.9%	959	34.9%	2,750
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	361,500	290,112	80.3%	343,325	92.0%	373,250
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	682,805	384,741	56.3%	441,661	62.9%	702,278
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,035,555	\$ 777,374	75.1%	\$ 725,973	68.9%	\$ 1,054,378

Fiscal Year 2015 Budget to Actual Comparison

AUDIT FUND

	Annual Budget FY2015	Actual 5/31/15	Act/Budget 91.7%	Actual 5/31/14	Act/Budget 91.7%	Annual Budget FY2014
Local Government Sources	\$ 35,277	\$ 36,167	102.5%	\$ 34,980	100.2%	\$ 34,900
Investment Revenue	-	28	0.0%	9	0.0%	-
TOTAL AUDIT FUND REVENUES	35,277	36,195	102.6%	34,989	100.3%	34,900

AUDIT FUND

Contractual Services	35,700	28,700	80.4%	32,900	94.3%	34,900
TOTAL AUDIT FUND EXPENDITURES	\$ 35,700	\$ 28,700	80.4%	\$ 32,900	94.3%	\$ 34,900

Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
All Funds
For the eleven months ended May 31, 2015

Department	Annual Budget FY2015	Actual 5/31/2015	Act/Budget 91.7%	Explanation
President	\$ 320,600	\$ 302,142	94.2%	
Board of Trustees	16,000	13,708	85.7%	
Community Relations	399,207	345,801	86.6%	
Continuing Education	1,001,064	982,817	98.2%	
Facilities	6,380,175	3,152,888	49.4%	
Information Technologies	2,484,810	2,068,099	83.2%	
Academic Affairs	327,945	226,142	69.0%	
Academic Affairs (AVPCE)	1,130,619	887,834	78.5%	
Adult Education	486,555	455,915	93.7%	
Learning Technologies	676,994	612,063	90.4%	
Career & Tech Education Division	1,807,419	1,471,726	81.4%	
Natural Science & Business Division	2,258,167	2,161,386	95.7%	
Humanities & Fine Arts/Social Science Division	2,184,124	2,090,113	95.7%	
Health Professions Division	2,156,899	1,980,409	91.8%	
English, Mathematics, Education Division	2,527,729	2,380,777	94.2%	
Admissions & Records	382,679	339,736	88.8%	
Student Development	627,789	590,276	94.0%	
Student Services	154,530	88,443	57.2%	
Financial Aid	5,944,270	7,839,081	131.9%	Includes MAP grants - accounting change
Athletics	240,349	237,921	99.0%	
TRiO (Student Success Grant)	289,918	285,961	98.6%	
Campus Security	350,650	391,561	111.7%	Includes \$54,500 for DAS - cell phone reception
Business Services/General Institution	2,283,856	2,265,975	99.2%	
Risk Management	684,905	385,814	56.3%	
Tuition Waivers	588,700	386,263	65.6%	
Purchasing	98,229	107,527	109.5%	Assistant charged 100%-budgeted 50% to IR
Human Resources	130,065	112,354	86.4%	
Bookstore	2,199,721	2,199,154	100.0%	Includes textbooks for summer semester
Shipping & Receiving	69,322	57,220	82.5%	
Copy Center	136,742	85,857	62.8%	
Total FY14 Expenditures	<u>\$ 38,340,032</u>	<u>\$ 34,504,963</u>	90.0%	

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Illinois Valley Community College
Statement of Cash Flows
for the Month ended May 31, 2015

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 580,138.53	\$ 429,288.54	\$ 356,212.05	\$ 173,852.59	\$ 1,678,548.12	\$ (46,239.84)	\$ 431,108.36	\$ 5,316.81	\$ 7,121.32	\$ 3,615,346.48
Total Receipts	382,263.26	21,792.22	14,880.21	-	30,995.93	16,560.00	-	-	-	466,491.62
Total Cash	962,401.79	451,080.76	371,092.26	173,852.59	1,709,544.05	(29,679.84)	431,108.36	5,316.81	7,121.32	4,081,838.10
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs					(248,000.00)					(248,000.00)
Expenditures	(1,196,256.88)	(168,111.50)	(2,289.77)	(18,875.00)	(103,382.44)	(99,373.71)	-	-	(44,343.39)	(1,632,632.69)
ACCOUNT BALANCE	(233,855.09)	282,969.26	368,802.49	154,977.59	1,358,161.61	(129,053.55)	431,108.36	5,316.81	(37,222.07)	2,201,205.41
Deposits in Transit	118,787.76									118,787.76
Outstanding Checks	157,859.99									157,859.99
BANK BALANCE	42,792.66	282,969.26	368,802.49	154,977.59	1,358,161.61	(129,053.55)	431,108.36	5,316.81	(37,222.07)	2,477,853.16
Certificates of Deposit	-	-	-	-	248,000.00	-	3,394,048.28	-	2,100,000.00	5,742,048.28
Illinois Funds	2,610,422.93	2,043,478.90	2,747,740.32	655,128.79	232,076.67	61,454.25	900,380.39	8,196.27	687,705.81	9,946,584.33
CDB Trust Fund CTC			1,619,001.27							1,619,001.27
Bldg Reserve-ILLFund			1,083,186.49							1,083,186.49
Total Investment	\$ 2,610,422.93	\$ 2,043,478.90	\$ 5,449,928.08	\$ 655,128.79	\$ 232,076.67	\$ 61,454.25	\$ 4,294,428.67	\$ 8,196.27	\$ 2,787,705.81	\$ 18,142,820.37

LaSalle State Bank	\$ 318,044.06
Centrue Bank	<u>2,159,809.10</u>
	<u>\$ 2,477,853.16</u>

Respectfully submitted,



Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
May 31, 2015

<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>
10/24/2015							1,000,000	1,000,000	MB	0.60%	0.60%	916139
10/29/2015						1,000,000		1,000,000	FSB	0.76%	0.76%	
11/7/2015						150,000		150,000	MB	0.65%	0.65%	915192
3/26/2016							1,000,000	1,000,000	NCB	0.35%	0.35%	40419
3/31/2016						1,000,000		1,000,000	LSB	0.39%	0.39%	
4/22/2016							100,000	100,000	MB	0.45%	0.45%	914161
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
7/18/2017						996,048		996,048	MBS	1.24%	1.24%	RMB-02732'
5/20/2020						248,000		248,000	MBS	2.05%	2.05%	
Total CD	-	-	-	-	-	3,642,048	2,100,000	5,742,048				

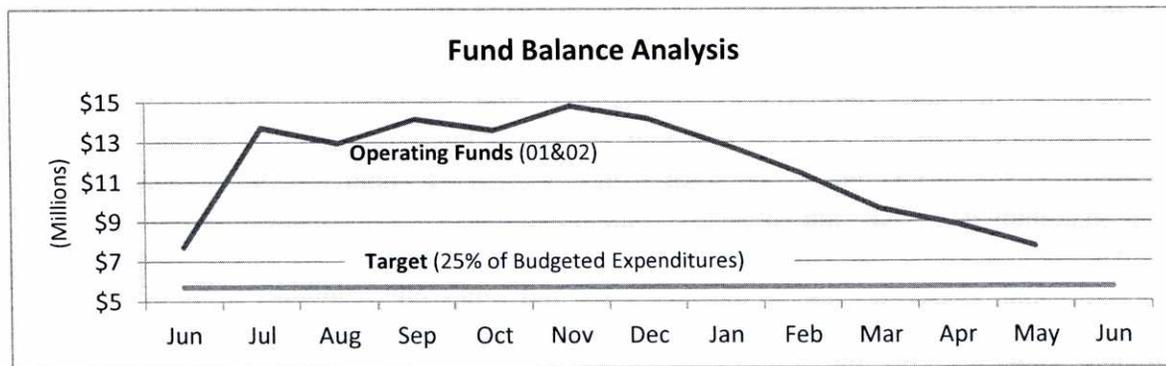
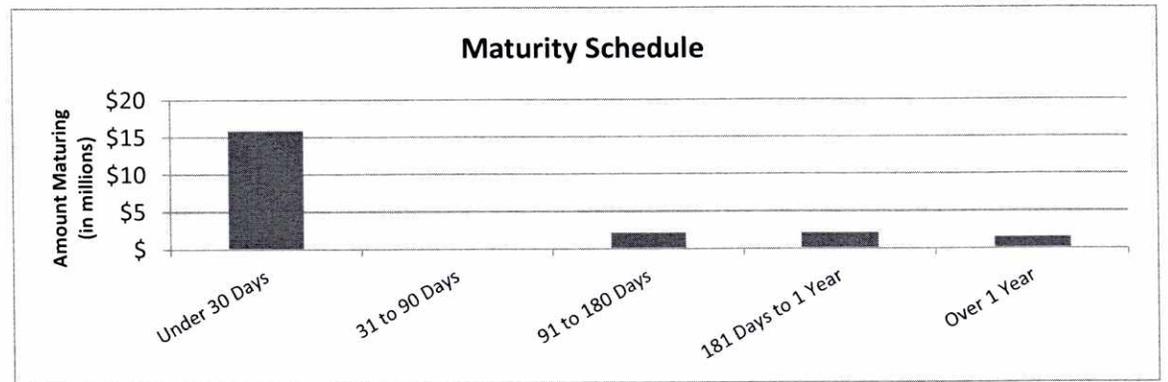
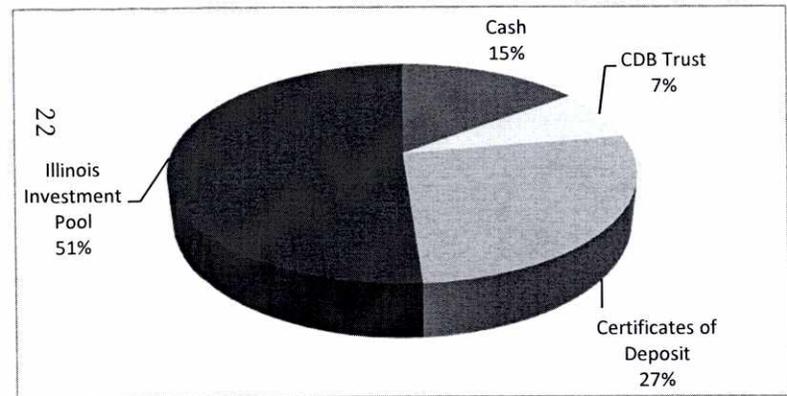
CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.010%

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
April 30, 2015**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	14.9%	\$ 3,214,833	0.34%
CDB Trust	7.5%	1,619,001	0.10%
Certificates of Deposit	26.6%	5,742,048	0.73%
Illinois Investment Pool	51.1%	11,029,770	0.01%
Total		\$ 21,605,652	0.29%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 11,029,770			\$ 11,029,770	51%
Centrue Bank			2,676,822	2,676,822	12%
North Central Bank		1,000,000		1,000,000	5%
Heartland Trust Acct			1,619,001	1,619,001	7%
LaSalle State Bank		1,000,000	295,739	1,295,739	6%
First State Bank		1,000,000		1,000,000	5%
Multi Bank Securities		1,492,048		1,492,048	7%
Heartland Bank			242,272	242,272	1%
Marseilles Bank		1,250,000		1,250,000	6%
	\$ 11,029,770	\$ 5,742,048	\$ 4,833,834	\$ 21,605,652	100%



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\$5,000 and Over Disbursements

05/01/15 - 05/31/15

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
0719587	05/06/15	0190646	CNE Gas Division, LLC	\$ 14,034.75	Natural Gas (March)
0719649	05/06/15	0130846	U.S.Silica Company	10,647.00	ETIP Grant Reimbursement (Business Training Center)
0719655	05/06/15	0001927	Walter J Zukowski & Associates	7,442.50	Legal Services
0719671	05/07/15	0081443	American Express	29,660.83	CDW Government, Inc., Cengage learning, Inc., Goodheart-Wilcox Company, Inc., McGraw Hill Publishing, Pearson Education, Inc.,
ACH	05/07/15		Internal Revenue Service	68,512.90	Federal Payroll Taxes (05/07/15)
ACH	05/07/15		Illinois Department of Revenue	16,960.44	State Payroll Taxes (05/07/15)
ACH	05/07/15		VALIC Retirement Services	13,172.34	403(b) & 457(b)Payroll (05/07/15)
0719686	05/08/15	0082897	SURS	49,065.52	Payroll (05/07/15)
0719690	05/13/15	0001369	Ameren Illinois	31,827.95	Electricity (03/13/15 - 04/13/15)
0719694	05/13/15	0099391	Blackboard, Inc.	10,000.00	Annual Analytics Support
0719706	05/13/15	0115940	First State Bank of Mendota	18,875.00	Interest
0719715	05/13/15	0001610	ICCB	11,990.00	ILCCO Credit Hours
0719774	05/20/15	0149548	Burwood Group	104,424.02	Hardware and Software-Wireless Expansion Project
23 0719792	05/20/15	0181795	G4S Secure Solutions (USA) Inc.	32,501.13	Security Services (April)
0719843	05/20/15	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
ACH	05/21/15		Internal Revenue Service	68,734.26	Federal Payroll Taxes (05/21/15)
ACH	05/21/15		Illinois Department of Revenue	16,854.77	State Payroll Taxes (05/21/15)
ACH	05/21/15		VALIC Retirement Services	13,172.34	403(b) & 457(b)Payroll (05/21/15)
0719865	05/21/15	0082897	SURS	48,688.71	Payroll (05/21/15)
0719911	05/28/15	0190646	CNE Gas Division, LLC	7,691.39	Natural Gas (April)
0719936	05/28/15	0001524	LaSalle County Treasurer	6,925.72	Property Taxes
0719945	05/28/15	0000948	Nebraska Book Co., Inc.	21,031.43	Books for Resale
				\$ 608,213.00	

Stipends For Pay Period 05/02/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments	
Baker, Kathryn J.	QuickBooks Pro 2014	02/02/15	04/20/15	05/02/15	ST	\$840.00	014110394151320	CEU-4710-302	QuickBooks Pro 2014		
Best, Melody	Watercolor Painting	03/03/15	04/14/15	05/02/15	ST	\$600.00	014110394151320	HLR-1110-303	Watercolor Painting		
Chaffee, Candice S.	Introduction to Herbalism	04/22/15	04/22/15	05/02/15	ST	\$700.00	014110394151320	CPD-3245-04	Introduction to Herbalism for Healthcare		
Cornwall, Mary E.	Piano for Sugar Babies	04/01/15	04/30/15	05/02/15	ST	\$400.00	013620620151900				
Engstrom, Norman B.	24 / Voice Lessons	03/18/15	04/27/15	05/02/15	ST	\$768.00	011120650051340	MUP-2001-01	Applied Music- Vocal		
Ferguson, William C.	Gourd Art Workshop	04/18/15	04/18/15	05/02/15	ST	\$200.00	014110394151320	HLR-2301-04	Gourd Art Workshop		
Fiorentini, Jo Ellen	Garden Stepping Stone / Mosaic	03/24/15	04/09/15	05/02/15	ST	\$350.00	014110394151320	HLR-2767-303	Garden Mosaic II		
Fitzpatrick, Sara E.	Five Ingredients or Less	04/16/15	04/16/15	05/02/15	ST	\$420.00	014110394151320	HLR-3510-314	Five Ingredients Or Less		
Freed, Timothy D.	Civil War Keepsakes	04/22/15	04/22/15	05/02/15	ST	\$205.00	014110394151320	HLR-3937-304	Civil War Keepsake Recipes		
Gibbs, Kathryn A.	RED & Research Meeting	04/13/15	04/24/15	05/02/15	ST	\$85.00	011520910051900				
Holloway, Brian R.	Co-Teaching Faculty Orientation	04/21/15	04/29/15	05/02/15	ST	\$646.00	011120650051320	CON-1301-150	New Faculty Orientation		
Jenrich, Chuck	ZIP PAK	04/14/15	04/23/15	05/02/15	ST	\$3,000.00	014210331051320	CEU-8282-04	Making Effective Decisions		
Kozell, Denise C.	Basic Dog Grooming	04/02/15	04/09/15	05/02/15	ST	\$250.00	014110394151320	HLR-5612-304	Basic Dog Grooming		
Landgraf, Tammy L.	Mileage Reimbursement	04/06/15	04/27/15	05/02/15	ML	\$165.60	011120910055210				
Mammano, Pamela M.	Sharon Woods Training	01/12/15	05/02/15	05/02/15	OV	\$1,216.00	011420730051340	NUR-1210-09	Mental Health Nursing		
Mangold, Richard F.	Mileage Reimbursement	01/12/15	04/19/15	05/02/15	ML	\$282.32	011120650055210				
Nelson, Catherine L.	RED & Research Meeting	04/13/15	04/24/15	05/02/15	ST	\$85.00	011520910051900				
Panizzi, Gerald W.	LC Driver Improvement #973	04/25/15	04/25/15	05/02/15	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement		
Sack, Jane E.	Meal Reimbursement	04/14/15	04/14/15	05/02/15	MI	\$10.73	013230030855211				
Sobin, Betsy L.	RED & Research Meeting	04/13/15	04/24/15	05/02/15	ST	\$85.00	011520910051900				
Sprong, Connie L.	Mileage Reimbursement	04/08/15	04/08/15	05/02/15	ML	\$19.55	013130030755211				
Sramek, Katherine L.	Mileage Reimbursement	04/16/15	04/16/15	05/02/15	ST	\$19.55	013130030755211				
Stacy, Stephanie	All Purpose Annuals	04/14/15	04/14/15	05/02/15	ST	\$75.00	014110394151320	HLR-5235-434	All Purpose Annuals		
Thompson, Jason	Native Tools	04/25/15	04/25/15	05/02/15	ST	\$100.00	014110394151320	HLR-5308-04	Native Tools		
Zellmer, Donald G.	2nd 1/2 Show Choir 2015 Spring	05/01/15	05/02/15	05/02/15	ST	\$1,310.00	011120651751900				
TOTAL						11,982.75					

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 6/3/15

Dr. Jerry Corcoran
President

*Eartypes
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 05/16/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Black, Wesley T.	Disc Golf	04/29/15	04/29/15	05/16/15	ST	\$50.00	014110394151320	HLR-5309-304	Disc Golf	
Boyle- Bruch, Ida L.	Food Service Sanitation	05/04/15	05/07/15	05/16/15	ST	\$325.00	014110394151320	CEU-1503-05	Food Service Sanitation-8 Hour	
Engstrom, Norman B.	Voice Lessons / 24	04/15/15	05/06/15	05/16/15	ST	\$768.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Finklea, Kathleen S.	Mileage Reimbursement	04/15/15	04/15/15	05/16/15	ML	\$39.10	011120910055210			
Hartman, Bruce C.	Mileage Reimbursement	05/01/15	05/16/15	05/16/15	ST	\$155.25	011320410455211			
Jenrich, Chuck	Riverfront Machine	04/30/15	05/06/15	05/16/15	ST	\$2,975.00	014210331051320			
Jenrich, Chuck	TELEWELD INC	05/06/15	05/06/15	05/16/15	ST	\$400.00	014210331051320			
Koehler, Richard A.	LC Driver Improvement #974	04/29/15	04/29/15	05/16/15	ST	\$150.00	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Kozell, Denise C.	Advanced Dog Grooming	05/02/15	05/02/15	05/16/15	ST	\$250.00	014110394151320	HLR-5613-305	Advanced Dog Grooming	
Leadingham, Paul	Cristal Metals/Kroeshell Operat	04/10/15	05/01/15	05/16/15	ST	\$3,805.00	014210331051320			
Lesman, Emily E.	Retro Pay	05/01/15	05/16/15	05/16/15	ST	\$490.80	011520910051310			
Milota, Julie K.	Head Mens Tennis Coach	05/16/15	05/16/15	05/16/15	ST	\$1,500.00	056430360951900			
O'Brien, Clint M.	Foundations of Investing	04/15/15	04/29/15	05/16/15	ST	\$54.00	014110394151320	CDV-5001-304	Foundations of Investing	
Sarver, Gregory S.	Mileage Reimbursement	04/11/15	05/16/15	05/16/15	ML	\$28.75	014110394355212			
Sarver, Gregory S.	BC Driver Improvement #301	05/09/15	05/09/15	05/16/15	ST	\$150.00	014110394351320	CDV-7000-02	Bureau Co. Driver Improvement	
Schomas, Jane E.	Swing Dance Advanced/Beginning	03/19/15	05/07/15	05/16/15	ST	\$840.00	014110394151320	HLR-5102-403	Swing Dance Advanced/Beginning	
Skofflanc, Francie A.	Coordinating IVCC Art Shows	05/01/15	05/01/15	05/16/15	ST	\$1,500.00	011120651751900			
Smith, Sara E.	Food Service Sanitation	04/27/15	05/07/15	05/16/15	ST	\$600.00	014110394151320	CEU-1503-434	Food Service Sanitation-8 Hour	
Sondgeroth, Anthony L.	Welding Registration Session	05/06/15	05/06/15	05/16/15	ST	\$50.00	011320410051320			
Trager, Sarah K.	Mileage Reimbursement	04/28/15	05/04/15	05/16/15	ML	\$14.95	011120910055210			
TOTAL						14,145.85				

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Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 6/3/15

Dr. Jerry Corcoran
President

***Earntypes**

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

Bid Results –Ambulance Simulator

Bids for an Ambulance Simulator were received and publicly opened on June 1, 2015. Rescue Simulation Products, McKinney, TX, and Simulation Solutions, Coleman, TX, submitted bids. Rescue Simulation Products’ bid met all of the required components that IVCC’s EMS faculty deemed necessary to provide in-class ambulance simulations. A summary of the bids is below.

	Rescue Simulation Products	Simulation Solutions
Ambulance Simulator:	\$24,999	\$31,200
Interior Storage Cabinets	Included	Included
Basic Life Support Cabinets	Included	Included
Attendant Seat	Included	Included
CPR Seat	Included	Included
Squad Bench with inside storage	Included	Included
Action control station area	Included	Included
Interior lighting per KKK specs	Included	Included
One (1) Oxygen outlet	Included	Included
RICO suction canister – Display only	Included	Included
Disposable sharp container in action area	Included	Included
Overhead I.V. hanger	Included	Included
Code lights (red, yellow, green) class view	Included	Not Included
Locking narcotics cabinet	Included	Not Included
Rear entry height 24”	Included	Not Included
Optional features:		
Code lights (red, yellow, green) class view	Included	\$2,000
Rear entry height 30”	\$1,500	Included
Locking narcotics cabinet	Included	\$500
Colored four (4) camera system in ceiling	\$2,500	\$2,000
Whelen LED lights (exterior)	\$1,596	\$1,500
Back board storage diamond plated door	\$350	\$400
Cot mounting apparatus	\$750	\$1,500
Overhead Grab Bar	N/A	\$200
Cabinetry Plexiglass doors	N/A	\$900
Functional Oxygen/Suction outlets	N/A	\$2,000
Two-way audio	N/A	\$800
Aural Distraction Speaker	N/A	\$200
Graphics	N/A	\$1,000
Delivery & Installation	\$2,950	\$8,800
Total with Optional features:	\$34,645	\$53,000

This purchase will be paid for with funds from the Carl Perkins Grant.

Recommendation:

The administration recommends the Board accept the bid from Rescue Simulation Products, McKinney, TX, as the lowest, most responsible bid for an Ambulance Simulator in the amount of \$34,645.

Request for Proposals – Marketing Plan

The administration would like to review proposals from qualified firms to provide and implement a yearlong overarching strategy-based marketing plan for the College. This recommendation has been approved by the Budget Council and will be included in the tentative draft budget to be presented to the IVCC Audit Finance Committee on June 16. The College's objective in issuing this request is to provide a competitive means in which to select a single qualified provider. A copy of the RFP is attached.

Recommendation:

Approve the request to seek proposals for a strategic marketing plan.

REQUEST FOR PROPOSAL
MARKETING PLAN
FOR
ILLINOIS VALLEY COMMUNITY COLLEGE

PROPOSAL #RFP2015-P05

INTRODUCTION

The purpose of this project is to reinforce a strong brand for IVCC, elevate the image of the College both internally and in the overall community, help rebuild student enrollment numbers by cultivating new students and improving retention among current students, project sustainable future enrollments, and positively impact the economy and educational goals of the IVCC district.

INSTRUCTION TO BIDDERS

A copy of the signed proposal must be submitted to:

Illinois Valley Community College District No. 513
Purchasing Department – Room C343
815 North Orlando Smith Road
Oglesby, Illinois 61348

ALL PROPOSALS MUST BE IN A SEALED ENVELOPE, MARKED “RFP FOR MARKETING PLAN” AND DELIVERED NO LATER THAN JULY 6, 2015 AT 10:00 A.M. Late proposals will not be considered. Electronic proposal submissions will be accepted and can be sent to purchasing@ivcc.edu; vendors, however, assume the risk of premature disclosure due to submission in an unsealed form. It is strongly suggested that vendors choosing to submit electronically also submit copies of the bid in written form as specified above.

Please submit all questions to Michelle Carboni, Director of Purchasing, via e-mail.

Name	Phone	E-Mail address
Michelle Carboni	815-224-0417	michelle_carboni@ivcc.edu

The College reserves the right to accept or reject any or all proposals received or any parts thereof, or to negotiate separately with any vendor whatsoever if no acceptable proposals are submitted in order to best serve the interest of the College. The submission of a proposal indicates acceptance by the vendor of the conditions contained in the request for proposal (RFP), unless clearly and specifically otherwise noted in the submitted proposal and confirmed in the contract between the College and the vendor selected. The RFP is made for information and planning purposes only and does not obligate or bind the College contractually to accept any proposals submitted.

SCHEDULE OF EVENTS

Event	Date and Time
Request for Proposal Issued	June 15, 2015
Proposals Due and Bid Opening	July 6, 2015 by 10:00 AM
Services to begin	August 17, 2015
Services to be completed	August 17, 2016

SELECTION CRITERIA

The following criteria will be used by the College to evaluate the proposals and to make a recommendation:

1. Experience in working with community colleges and universities
2. Scope of Plan
3. References
4. Budget and schedule

Acceptance of a proposal will be based on the total package of services offered. The College reserves the right to request additional information during the evaluation period.

ACKNOWLEDGEMENT OF ADDENDA

Signature of a company official on an original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific proposal. Identification by number of addenda and date issued should be noted on all proposals submitted. **FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON PROPOSAL SUBMITTED MAY RESULT IN DISQUALIFICATION OF PROPOSAL.**

PROPOSAL PROCEDURES

No proposal shall be modified, withdrawn, or canceled for (60) sixty days after the proposal opening date without the consent of the College.

Changes or corrections may be made in the proposal documents after they have been issued and before proposals are received. In such cases, the College will issue a written addendum describing the change or correction to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned and shall become part of the proposal documents. Except in unusual cases, addendum will be issued to reach the vendors at least (5) five days prior to the date established for receipt of proposals.

Each vendor shall carefully examine all proposal documents and all addenda thereto and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a vendor find discrepancies or omissions from documents, or should there be

doubt as to their meaning, they shall, at once, and in any event not later than (10) ten days prior to proposal due date, notify the Director of Purchasing who will, if necessary, send a written addendum to all bidders. The College will not be responsible for any oral instructions. All inquiries shall be directed to the Director of Purchasing. After proposals are received, no allowance will be made for an oversight by the bidder.

SIGNATURE ON PROPOSALS

The College requires the signature on proposal documents to be that of an authorized representative of said company. Each Bidder, by making her/his proposal, represents that she/he has read and understands the proposal documents and that these instructions to vendor are a part of the specifications.

TAX EXEMPTION

The College is tax exempt and therefore all proposal submissions should not include tax.

INVESTIGATION OF BIDDERS

The College will make any necessary investigation to determine the ability of the bidder to fulfill the proposal requirements. The College reserves the right to reject any proposal if it is determined that the bidder is not properly qualified to carry out the obligation of the contract.

PROPOSAL AWARD

The successful vendor, and/or any vendor, shall not proceed on this proposal until it receives a purchase order from the College. Failure to comply is the risk of the vendor.

PROPOSED AGREEMENT

Please submit a sample of your company's agreement with your proposal.

CERTIFICATION FORM

Bidders must sign the enclosed Certification Form that refers to the Criminal Code of 1961 and to the Illinois Human Right Act dealing with Sexual Harassment. The signed Certification must be submitted with your proposal. Failure to do so may result in the rejection of your proposal.

EQUAL OPPORTUNITY EMPLOYMENT

Illinois Valley Community College District No. 513 is an Equal Opportunity/Affirmative Action Employer, and parties doing business with the College must comply with the employment opportunity clause as required by the Illinois Fair Employment Practices Commission. The successful bidder must agree to conform to the current rules and regulations of the Fair Employment Practices Commission. Illinois Valley Community College District No. 513 is committed to a policy of non-discrimination on the basis of sex, handicap, race, color, and national or ethnic origin in the admission, employment, education programs, and activities it operates.

W-9 FORM

Please complete the enclosed W-9 form and return with your proposal.

REQUIREMENTS

Project Summary

The purpose of this project is to reinforce a strong brand for IVCC, elevate the image of the College both internally and in the overall community, help rebuild student enrollment by cultivating new students and improving retention among current students, project sustainable future enrollments, and positively impact the economy and educational goals of the district IVCC serves.

Deliverables

- The development, implementation, and execution of an overarching yearlong objective-based and strategy-driven marketing plan utilizing multiple mediums with primary end goals of cultivating new students and improving retention among current students.
 - Said plan should include a situation analysis, tactics designed to meet specific strategies, and a budget needed to support tactics.
 - Said plan should also include specific strategies and tactics designed to elevate the brand image of the College among traditional-age students and identify marketing methods that effectively appeal to the non-traditional returning adult student (aged 20-40) and where to reach them.
- The development of a market analysis study identifying potential areas of future credit hour growth that is both realistic and sustainable.

References

Vendor must provide at least three references.

Request for Proposals – Classroom Control and Management Software

The Administration requests permission to seek RFPs for a software-based classroom control and management solution. This request initiates movement to next generation audio-visual control and management, utilizing common networking protocols to distribute content in classrooms and meeting spaces. This technology will initially be utilized in the Phase 3 classrooms currently under construction, in the Student Life Space, and in classrooms currently pending upgrades, including D225. There are 76 classrooms that will be updated at a later date with additional costs. The cost of the initial phase for software for 10 classrooms, the D225 lecture hall, and the Student Life Space is \$35,000.

This is the first phase of a two-phase project. Once the software solution is identified, a bid for the distribution infrastructure and equipment will be issued. The estimated cost for 10 classroom spaces, the D225 lecture hall, and the Student Life Space is \$84,000.

Recommendation:

The administration recommends the Board authorize the College to seek RFPs for a software-based classroom control and management system at an estimated cost of \$35,000.

**REQUEST FOR PROPOSAL
CLASSROOM CONTROL AND MANAGEMENT SOFTWARE
FOR
ILLINOIS VALLEY COMMUNITY COLLEGE
PROPOSAL # RFP2015-P04**

The Board of Trustees of Illinois Valley Community College (IVCC) District No. 513 is seeking proposals for Classroom Control and Management Software. **All proposals are due by 10:00 a.m. on Monday, June 29, 2015.**

INSTRUCTION TO VENDORS

A copy of the signed proposal must be submitted to:

**Illinois Valley Community College District No. 513
Purchasing Department – Room C343
815 North Orlando Smith Road
Oglesby, Illinois 61348**

ALL PROPOSALS MUST BE IN A SEALED ENVELOPE AND MARKED “RFP FOR CLASSROOM CONTROL AND MANAGEMENT SOFTWARE” AND DELIVERED NO LATER THAN 10:00 A.M., JUNE 29, 2015. Late proposals will not be considered. Electronic proposal submissions will be accepted and can be sent to purchasing@ivcc.edu; vendors, however, assume the risk of premature disclosure due to submission in an unsealed form. It is strongly suggested that vendors choosing to submit electronically also submit copies of the bid in written form as specified above. Bids will be publicly read aloud in Room C-326, Illinois Valley Community College District No. 513, Oglesby, Illinois, at 10:00 a.m. on June 29, 2015.

Please submit all questions to Michelle Carboni, Director of Purchasing, via e-mail.

Name	Phone	E-Mail address
Michelle Carboni	815-224-0417	michelle_carboni@ivcc.edu

The College reserves the right to accept or reject any or all proposals received or any parts thereof, or to negotiate separately with any vendor whatsoever if no acceptable proposals are submitted in order to best serve the interest of the College. The submission of a proposal indicates acceptance by the vendor of the conditions contained in the request for proposal (RFP), unless clearly and specifically otherwise noted in the submitted proposal and confirmed in the contract between the College and the vendor selected. The RFP is made for information and planning purposes only and does not obligate or bind the College contractually to accept any proposals submitted.

SCHEDULE OF EVENTS

Event	Date and Time
Request for Proposal Issued	June 15, 2015
Proposals Due and Bid Opening	June 29, 2015 by 10:00 AM
Installation Date	October 30, 2015

ACKNOWLEDGEMENT OF ADDENDA

Signature of a company official on an original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific proposal. Identification by number of addenda and date issued should be noted on all proposals submitted. **FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON PROPOSAL SUBMITTED MAY RESULT IN DISQUALIFICATION OF PROPOSAL.**

PROPOSAL PROCEDURES

No proposal shall be modified, withdrawn, or canceled for sixty days after the proposal opening date without the consent of the College's Board of Trustees.

Changes or corrections may be made in the proposal documents after they have been issued and before proposals are received. In such cases, the College will issue a written addendum describing the change or correction to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned and shall become part of the proposal documents. Except in unusual cases, addendum will be issued to reach the vendors at least five (5) days prior to the date established for receipt of proposals.

Each vendor shall carefully examine all proposal documents and all addenda thereto and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a vendor find discrepancies or omissions from documents, or should there be doubt as to their meaning, they shall, at once, and in any event not later than ten (10) days prior to proposal due date, notify the Director of Purchasing who will, if necessary, send a written addendum to all bidders. The College will not be responsible for any oral instructions. All inquiries shall be directed to the Director of Purchasing. After proposals are received, no allowance will be made for an oversight by the bidder.

SIGNATURE ON PROPOSALS

The College requires the signature on proposal documents to be that of an authorized representative of said company. Each Bidder, by making her/his proposal, represents that she/he has read and understands the proposal documents and that these instructions to vendors are a part of the specifications.

TAX EXEMPTION

The College is tax exempt and therefore all proposal submissions should not include tax.

INVESTIGATION OF BIDDERS

The College will make any necessary investigation to determine the ability of the bidder to fulfill the proposal requirements. The College reserves the right to reject any proposal if it is determined that the bidder is not properly qualified to carry out the obligation of the contract.

PROPOSAL AWARD

The successful contractor, and/or any contractor, shall not proceed on this proposal until it receives a purchase order from the College. Failure to comply is the risk of the contractor.

PROPOSED AGREEMENT

Submit a sample of your company's agreement with your proposal.

CERTIFICATION FORM

Bidders must sign the enclosed Certification Form that refers to the Criminal Code of 1961 and to the Illinois Human Right Act dealing with Sexual Harassment. The signed Certification must be submitted with your proposal. Failure to do so may result in the rejection of your proposal.

EQUAL OPPORTUNITY EMPLOYMENT

Illinois Valley Community College District No. 513 is an Equal Opportunity/Affirmative Action Employer, and parties doing business with the College must comply with the employment opportunity clause as required by the Illinois Fair Employment Practices Commission. The successful bidder must agree to conform to the current rules and regulations of the Fair Employment Practices Commission.

Illinois Valley Community College District No. 513 is committed to a policy of non-discrimination on the basis of sex, handicap, race, color, and national or ethnic origin in the admission, employment, education programs, and activities it operates.

W-9 FORM

Please complete the enclosed W-9 form and return it with your proposal.

PROPOSAL SPECIFICATIONS

Illinois Valley Community College is seeking to move from aging proprietary room control equipment that is utilized in classrooms and meeting spaces to control sources and displays. At this time, we wish to expand beyond only source switching to include control, distribution, and usage data for analysis via an Audio-Visual over Internet Protocol (AV over IP) solution, using a software-based system. In a rapidly changing environment, we want a system that is able to evolve with the emergence of technologies such as high definition, wireless, and mobile technologies that are critical to the learning spaces. IVCC currently has 76 instructional rooms with presentation technologies that will gradually be converted to the newer technology over the next few years. In the 2015/2016 school year, the plan is to convert

- Ten typical classrooms
- One 110-seat lecture hall
- One Student Life space

Room Control and Management Software refers to the software that is used in the room to select and control multimedia components and devices. The College is looking for room control technologies that can provide an intuitive, consistent interface. The solution should help the College to achieve scalability and accommodate future control and distribution technologies and methodologies. IVCC is looking for a software control interface that can work with many types of content switching hardware and is not limited to a specific brand or model of infrastructure hardware. The system should not rely on proprietary hardware to operate.

This request does not include the distribution infrastructure and equipment which distributes multimedia content through some type of network or cabling infrastructure and is controllable by the software system identified above. However, an inventory of equipment needed, with MSRP, is requested based on the following scenarios:

Typical Classroom

Standard classrooms include the following source equipment:

- Windows 7 computer with wide-screen monitor
- Guest device connections (include HDMI, VGA, 3.5mm audio, and RCA[RWY])
- Document camera (HDMI or VGA)
- VCR, DVD, or combo unit
- Audio is typically provided through the projector.

Lecture Hall (current configuration)

The 110-seat lecture hall includes:

- Three displays capable of projecting 3 sources simultaneously
- Windows 7 computer with wide-screen monitor
- Guest device connections (include HDMI, VGA, 3.5mm audio, and RCA[RWY])
- Document camera (VGA)
- VCR, DVD, or combo unit
- Amplified audio to speakers flanking the room
- Ability to direct single source to one or more displays or different sources to each display
- Ability to freeze one view of a source on one display, while viewing different view of same source on a different display. For example, freeze one view of a web page on one display, then continue browsing web page on a second display.

Lecture Hall (future configuration)

- One long-throw projector and 4 LCD monitors to project up to 3 sources simultaneously
- Three displays (currently projectors, but planned upgrades include combination of projectors and LCD monitors to project 4 sources simultaneously)
- Windows 7 computer with wide-screen monitor
- Guest device connections (include HDMI, VGA, 3.5mm audio, and RCA[RWY])
- Document camera (HDMI)
- Blue Ray Player
- Amplified audio to speakers flanking the room
- Ability to direct single source to one or more displays or different sources to each display
- Ability to freeze one view of a source on one display, while viewing different view of same source on a different display. For example, freeze one view of a web page on one display, then continue browsing web page on a second display.

Student Life Space

- One data projector
- Five large-screen displays
- Windows 7 computer with wide-screen monitor
- Auxiliary connections (include HDMI, VGA, 3.5mm audio, and RCA[RWY])
- Crown Mixer Amp
- Shure Combo Wireless Microphone System
- JBL wall mount speakers.

Please explain, in narrative form, how your proposed system will accommodate each of the following requirements:

Room Control and Management Software

The system shall include a control system for source switching and display control. Device switching and control will be accomplished by use of a software-based solution requiring no proprietary equipment in order to function.

- a. The interface must:
 - Be intuitive for all levels of users
 - Include options to be accessed via the primary instructor computer screen, a secondary computer screen, or a tablet
 - Include, at least, options to power on/off projector or LCD display; display PC; display video (DVD); display document camera; display auxiliary end-user device; display individual sources to different displays; freeze captured instances of same source to different displays; adjust source volume (up, down, mute).
 - Provide control feedback (i.e., active source highlighted)
 - Be modifiable to accommodate changes and additions to standard room configurations
 - Allow room configurations to be updated remotely
 - Not require outside professionals for coding after the initial training
 - Be accessible for sight impaired users, as evidenced through provision of a VPAT.
- b. Control software must:
 - Be capable of directly controlling devices and processing or switching equipment of multiple vendors
 - Have the ability to schedule automatic shutdown or startup rooms on a fixed and/or unique schedule
 - Not be dependent on proprietary hardware.
- c. Central management capabilities should include:
 - Notification and logging of equipment failures
 - Active polling of endpoints and report back on equipment status, such as lamp life
 - Reporting and analysis of room and device usage with performance statistics to understand the use patterns and adoption of room technology
 - Tracking and resolution of issues
 - Integrated management and reporting of all deployed equipment, current status, service notes, and warranting information to maximize use of and deployment of equipment assets is desirable.
- d. Central management of control software should allow dozens of classrooms to be implemented on a single computer/server/virtual server.
- e. The ability to remotely monitor the system status and remotely control devices is a priority.
- f. The system should function within the constraint of one available network port per classroom dedicated to the audio-visual system.
- g. The system should include a readily available, stable driver library and interface set, preferably based on partnerships with hardware manufacturers.
- h. Rooms should be survivable with loss of management control software.

- i. The system allows control services to be accessed simultaneously from multiple computers or devices.
- j. Source code for programming completed by the vendor will be provided to the College in its native digital file format. Proposals should address programming.
- k. Audio should follow the source.
- l. The solution will have negligible network impact.

TRAINING, DOCUMENTATION AND SUPPORT REQUIREMENTS

Please describe fully how you will address each of the following:

- 1. On-site technician orientation, training materials, and system documentation
- 2. End-user support and training documentation. Include temporary online access to end-user training resources, if available
- 3. Describe maintenance and upgrade. Include pricing and descriptions for maintenance. Address typical upgrade cycle.

VENDOR REFERENCE

- 1. Describe experience in providing software-based classroom control and management solutions for higher education customers
- 2. Provide contact information for a minimum of three higher education customers using the proposed system.

Authorization to Continue Payment for Standard Operating Expenditures

The administration is in the process of finalizing a tentative budget that will be presented for consideration at the July 9, 2015 Board of Trustees' meeting. Since the budget development process will continue into the next fiscal year, it has become the College's custom and practice to request authorization to continue operation of the College, beginning July 1, 2015 through budget adoption. The administration suggests that authorization include those expenditures required to maintain a normal operation, including salaries, approved contracts, utilities, routine maintenance, supplies, and regular activities.

Recommendation:

The administration recommends Board authorization to continue the operation of the College by making those expenditures required for normal operations, including salaries, approved contracts, utilities, maintenance, supplies, and regular activities for the period July 1, 2015 through budget adoption.

Prevailing Wage Resolution

As required by the Prevailing Wage Act, 820 ILCS 130/0.01, *et seq.* (the “Act”), the College is required to annually adopt a Prevailing Wage Resolution. The Act requires that prevailing wages be paid to all laborers, workers, and mechanics employed by or on behalf of the College on a public works project.

Recommendation:

The administration recommends the Board adopt the Prevailing Wage Resolution for Fiscal Year 2016.

CERTIFICATION

I, Dr. Jerry Corcoran, do hereby certify that I am the President of Illinois Valley Community College and that the attached is a true and correct copy of the Prevailing Wage Rates Resolution as adopted by the Board of Trustees of Illinois Valley Community College at their regular meeting held on June 11, 2015.

Dated this 11th day of June, 2015

By: _____
President

RESOLUTION

Whereas the State of Illinois has enacted "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, being Chapter 820 ILCS 130/0.01, *et seq.* (the "Act"), Illinois Compiled Statutes; and

Whereas the aforesaid Act requires that Illinois Valley Community College District No. 513 of La Salle County investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the locality of La Salle County employed in performing construction of public works, for said Community College District No. 513.

Now, therefore, be it ordained by the Board of Trustees of Illinois Valley Community College District No. 513, as follows:

SECTION 1

To the extent and as required by "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by state, county, city or any public body or any political subdivision, or by anyone under contract for public works" approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of Illinois Valley Community College District No. 513 is hereby ascertained to be the same as the prevailing rate of wages for construction work in the La Salle County area as determined by the Department of Labor of the State of Illinois as of June 2015, a copy of that determination being attached hereto and incorporated herein by reference. The definition of any terms appearing in this resolution, which are also used in aforesaid Act, shall be the same as in said Act.

SECTION 2

Nothing herein shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of Illinois Valley Community College District No. 513 to the extent required by the aforesaid Act.

SECTION 3

The Business Office of Community College District No. 513 shall publicly post or keep available for inspection by any interested party in the main office of Illinois Valley Community College District No. 513 this determination of such prevailing rate of wage.

SECTION 4

The Business Office of Community College District No. 513 shall mail a copy of this determination to any employer, and to any association of employers, and to any person or association of employees, who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5

The Business Office of Illinois Valley Community College District No. 513 shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6

The Business Office of Illinois Valley Community College District No. 513 shall cause a notice to be published in a newspaper of general circulation within the area that the determination of prevailing wages has been made. Said notice shall conform substantially to the notice attached hereto. Such publication shall constitute notice that this is the determination of Illinois Valley Community College and is effective.

PASSED this 11th day of June, 2015

APPROVED:

Chairperson, Board of Trustees
District No. 513

ATTEST:

Secretary, Board of Trustees
District No. 513

Food Vending Machine Services

The food vending machine services contract with Tri-City Vending & Foodservice expired on June 30, 2014 and was renewed for an additional one (1) year. The agreement includes the option to renew the contract for additional years at the same commission rate.

The administration is requesting Board approval to extend the existing lease with Tri-City Vending & Foodservice for the food vending machine services for one (1) additional year. Feedback from students and staff verify that the current machines are operating efficiently and the selections in the machines are meeting the needs of the College.

Recommendation:

The administration recommends Board approval to extend the existing lease with Tri-City Vending & Foodservice for one (1) additional year to June 30, 2016.

Sara Escatel

From: Joyce Loebach <joycel@ottawafriendship.com>
Sent: Thursday, May 07, 2015 3:12 PM
To: Sara Escatel
Subject: I-Pathways

Dear Sara, Thank you for the experience of working with I-Pathways. I wish the program many dollars and best wishes to all. I think everyone is doing a wonderful job. The GED program is offering so many programs to enrich and change people's lives. Keep up the good work. I have enjoyed my time in the program. Retirement is just around the corner for me so it is time to get set to have some new adventures. You are a wonder worker, Sara. God Bless-Joyce Loebach

--
Remember only you can prevent forest fires! Smokey the Bear!

May 6, 2015

Sara Escatel
Director of Adult Education
Illinois Valley Community College
Oglesby, Illinois

Dear Sara,

After a couple of days of thought, I have decided to retire as of May 6, 2015. I realized that I have been teaching all of my adult life – a total of 52 years! I would like to have the freedom to select some new items on my bucket list and the time to really enjoy my beloved pets.

I have enjoyed teaching ESL immensely and I know I will miss it, but it is time to do a few new things with however many more years God grants me. You have been a wonderful and considerate leader. I will be available for subbing and I already told Frank that I would come help (as a volunteer) with any absolute beginners he might have (my specialty).

Sincerely,



Martha Vera

Erin Zimbelman
26 Bailey Creek Dr
Tonica, IL 61370
815-326-9980
ezimbelman@netzero.com

April 23, 2015

Dear Cory Tomasson,

Please accept this letter as formal notification that I am resigning my position as assistant volleyball coach with IVCC, effective immediately.

I will make myself available for an exit interview.

Sincerely,

Erin Zimbelman

RECEIVED

MAY 8 2015

HUMAN RESOURCES

May 15, 2015

Dear Ms. Hardy,

This letter is to inform you that I will be resigning my position as Sign Language Interpreter with Illinois Valley Community College effective May 31, 2015. I appreciate all the opportunities that working for IVCC has given me, and I will take those experiences with me as I continue my professional career.

Sincerely,

Meghan McNamara

RECEIVED

MAY 14 2015

HUMAN RESOURCES

May 26, 2015

Mark Grzybowski, Associate VP for Student Services
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348

Dear Mark,

Please accept this letter as notification that I am resigning from my position as Administrative Assistant, Career Services with Illinois Valley Community College effective Tuesday, June 30th.

I have appreciated both being part of the IVCC team and the opportunities that have been provided to me during my time here. Thank you.

Sincerely,



Cristina Sarabia

RECEIVED

MAY 26 2015

HUMAN RESOURCES



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran, Ed.D., President

From: Deborah Anderson, Ph.D., Vice President for Academic Affairs *da*

Date: May 14, 2014

Subject: Spring 2016 Development Day

Development Day for Spring 2016 is scheduled for Friday, March 25, 2016. Traditionally, the college hosts the Career Expo during the morning of the Development Day. This year, 900 area students attended Career Expo to learn about careers from our faculty and area speakers.

Because the scheduled Development Day coincides with Good Friday, many area schools will not be in session on March 25, 2016. We will not be able to host the Career Expo, as our calendar does not align with the area schools. The Career Expo will still take place; we will not be able to participate as we have in the past.

I am proposing that we amend the 2015-2016 calendar, rescheduling our Development Day to Friday, March 18, 2016 in order to continue our tradition of hosting the Career Expo during the morning of our Development Day. Friday, March 25, 2016 will have regularly scheduled classes.

Spring 2015 Graduation

There were 467 graduating students earning a total of 550 degrees and certificates in the following areas:

49	Associate in Arts Degree
136	Associate in Science Degree
1	Associate in Engineering Science
118	Associate in Applied Science Degree
9	Associate in General Studies Degree
237	Certificates of Completion

By comparison, in Spring 2014, we graduated 489 students with a total of 582 degrees and certificates.



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

815 N. Orlando Smith Road
Oglesby, IL 61348-9692
Telephone: 815-224-2720
Fax: 815-224-3033

Information Item 15.8

June 12, 2015

Mr. Ed Smith
Illinois Community College Board
401 E Capital Avenue
Springfield, IL 62701-1711

RE: RAMP Projects

Dear Ed:

The IVCC administration has decided not to submit any projects for RAMP funding for FY2017. As the process of updating our facilities master plan begins, IVCC's faculty, staff, students, community members, and board members will assess our facility needs and, if appropriate, the administration will submit RAMP projects at that time.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Roelfsema".

Cheryl Roelfsema, CPA, CMA, CPFO
Vice President for Business Services & Finance



USGBC
2101 L STREET, NW
SUITE 500
WASHINGTON DC 20037
202 828-7422
USGBC.ORG

CEO & FOUNDING CHAIRMAN
S. Richard Fedrizzi

OFFICERS
CHAIR
Marge Anderson
Energy Center of Wisconsin

CHAIR ELECT
Fiona Cousins
Arup

IMMEDIATE PAST CHAIR
George Bandy Jr.
Interface

TREASURER
Stuart Carron
Energize Re, LLC

SECRETARY
Lisa Fay Matthiessen
Integral Group

FOUNDERS
David Gottfried
Michael Italiano
S. Richard Fedrizzi

03/27/2015

Cheryl Roelfsema
Vice President for Business Services and Finance
Illinois Valley Community College
815 North Orlando Smith Rd.
Oglesby, IL 61348
United States

Greetings,

On behalf of the U.S. Green Building Council, I congratulate you on achieving LEED certification for Peter Miller Community Technology Center. Your project has achieved LEED gold certification under the LEED for New Construction Rating System with a total of 60 points.

LEED certification identifies Peter Miller Community Technology Center as a showcase example of sustainable design and demonstrates your leadership in transforming the building industry. In honor of this impressive achievement and in appreciation of your participation in LEED, we are pleased to present you with the enclosed certificates recognizing your accomplishment.

Now that your project has achieved LEED certification, we encourage you to share your project with the green building community. Please follow the prompt in LEED Online to make it a "public" project. Public projects appear in our LEED project directory, in our Green building Information Gateway (GBIG), and you will have the ability to share your story by creating a LEED project profile to post to USGBC.org.

Congratulations on earning LEED certification, and thank you for your commitment to our common goal of building a healthy, sustainable future.

Sincerely,

S. Richard Fedrizzi
CEO & Founding Chairman
U.S. Green Building Council

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.